

Regulation for the payment of publication fees

issued by Director's Decree n. 194 March 3rd 2024

1. Users - recipients of services

The library manages publication fees only for institutional users.

2. Procedure

Publication fees may be paid according to laws and regulations regarding the acquisition of goods and services.

When submitting a manuscript to a publisher which requires publication charges, users must ensure availability of Research funds or eligibility to request funding through Area or School funds. The Library staff provides support in all internal and external procedures with publishers and can ensure that payment is made within the specified timelines only if all necessary steps have been completed regularly.

Payment is usually made by means of wire transfer, upon receipt of a regular invoice addressed to the School and containing all details requested by current regulations (VAT, CIG, CUP), payment by credit card is normally not allowed.

2.1 Research funds

The cost is allocated on research funds according to availability and requirements of the funding agency.

2.2 Area and Research Group funds

The cost is allocated on Area or Group funds in accordance with Senate resolution n. 133 d.d. 21.05.2019: it is possible to charge the expenses to Area or Group funds according to availability and upon authorization by the Area or Research Group Coordinator.

2.3 School funds

In accordance with Senate resolution n.37 dated 28.02.2023, those eligible to request funding through School funds are students or research staff of the School:

- who are at SISSA (enrolled or with an active relationship) or have submitted the article within 1 year from the thesis defense or termination of the relationship;
- the affiliation indicated on the article must be SISSA (only current address may differ);
- the young researcher must be the primary contributor, identified according to disciplinary practices;

A letter from the PI is required and it should declare that:

- the research has not been carried out within funded projects that allow payment of publication fees;
- if SISSA professors are among the authors they do not have grants to pay for publication fees (any funds available to SISSA faculty co-authors of the article to be financed, associated with funds mentioned in the article, will be considered available for these purposes);
- the research has been carried out at SISSA.

If it is possible to publish on the same journal free of charge, School Funds may not be requested.

The journal must meet an excellence requirement: at least one of the rankings indexes proposed by Web of Science or Scopus must be greater than or equal to 80.

3. Transformative agreements

SISSA has signed several transformative agreements that offer its institutional users the chance to publish open access and with copyright retention at no additional cost.

The eligibility of authors depends on rules stated by each publisher. This opportunity will be granted to authors who wish to make use of it only if SISSA has been indicated as their affiliation in the relevant paper.

4. Submission in IRIS institutional repository

Articles financed by SISSA school or research funds must be uploaded in IRIS institutional repository according to the modalities permitted by the publisher.