



## PUBLICATION SUPPORT FEE CLAIM FORM

This form should be completed and sent to the Director, Research, Development, Innovation, Commercialisation & Economy Center (RDICE) for verification to the Treasurer.

<b>DETAILS OF APPLICANT</b>		
Name	:	
Faculty/Institute/Centre	:	

<b>DETAILS OF PUBLICATION (Please attach the manuscript)</b>		
Journal	:	
ISSN/ESSN Number	:	
Title of manuscript	:	
Main/First Author	:	
Corresponding Author	:	
Publisher	:	
Indexed by (attach the proof of indexing)	:	<input type="checkbox"/> WoS Q1 & Q2 (SCIE/SSCI/AHCI) <input type="checkbox"/> SCOPUS <input type="checkbox"/> WoS Q3 & Q4 (SCIE/SSCI/AHCI) <input type="checkbox"/> Quartiles by Journal Citation Report (JCR) only
Volume and year of Publication	:	
Related Grant (please specify)	:	
Acknowledgement of UNIMAS	:	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Signature :**

**Date:**

**Confirmation by Dean or Director:**

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.....  
.....

**Name:**

**Signature:**

**Date:**

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**Approval by Director, RDICE:**

**Approved**

**Not approved**

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.....

**Signature:**

**Date:**

**Note:**

- i. The claim is for the publication of articles in the current year only.
- ii. The amount eligible to be paid is based on the Guide to the Calculation of Publication Support Fees (Appendix 1)

**Guide to the Calculation of Publication Support Fees**

The publication support fees rates for publishing papers in indexed journals are as follows:

<b>Indexed Journals</b>	<b>Publication Support Fee (RM)</b>	<b>Additional for Co-Authors from Industry/International (RM)</b>
WoS Q1 & Q2	9,500.00	500
WoS Q3 & Q4	3,500.00	500
SCOPUS	2,000.00	500

# Guideline for Publication Support Fees in Impact Journal Web of Science (WOS) & SCOPUS.

## 1. Support Fee Rates

The amount of support provided is determined by the journal's ranking and indexing at the time of application.

Indexed Journal Category	Maximum Support Fee (RM)
WOS (Q1 & Q2)	10,000.00
WOS (Q3 & Q4)	4,000.00
SCOPUS	2,500.00

## 2. Eligibility & Journal Indices

To qualify for funding, the publication must adhere to the following indexing requirements:

**Approved Indices:** Support is strictly limited to papers indexed in **the Social Sciences Citation Index (SSCI), the Science Citation Index (SCI) and the Arts & Humanities Citation Index (AHCI).**

**Database Requirement:** Publications must be indexed in Web of Science (WOS) & Journal Citation Report (JCR). **Quartiles** will be based on **the Journal Citation Report (JCR) and Web of Science (WOS).** Scimago is not counted.

**Effective Date:** **Only papers published from the year 2026 onward** are eligible for this scheme.

## 3. Priority & Constraints

UNIMAS Innovation prioritises applications based on the researcher's current funding status and the frequency of requests.

**Priority 1:** Academics who are non-Principal Investigators (PIs) and do not currently hold active research grants.

**Priority 2:** Academics who are Principal Investigators (PIs), provided the publication is not related to an ongoing (active) research grant with publication fees allocation.

**Application Limit:** Each academic is permitted a maximum of **three (3)** applications per calendar year.

**Fund Availability:** Approval is subject to the availability of funds at the time the application is received by UNIMAS Innovation.

#### **4. Mandatory Acknowledgment**

For a claim to be processed, the manuscript must include a formal acknowledgement of the university.

**Required Statement:** "The authors would like to acknowledge Universiti Malaysia Sarawak (UNIMAS) for the support provided towards this publication."

#### **5. Application Process Note**

Please ensure that all supporting documents (proof of indexing, quartile ranking, and the published manuscript) are attached when submitting your request to UNIMAS Innovation.

## **Publication Support Fee Application Checklist**

### **1. Fundamental Eligibility**

- Publication Date: Was the paper published in 2026 or later?
- Indexing: Is the journal indexed in Web of Science (WOS) and Journal Citation Index (JCR)?
- Specific WOS Index: If indexed in WOS, does it fall under the Social Sciences Citation Index (SSCI) or Science Citation Index (SCI) or Arts & Humanities Citation Index (AHCI)?
- University Acknowledgement: Does the manuscript explicitly include an acknowledgement of Universiti Malaysia Sarawak?

### **2. Funding & Quota Check**

- Annual Limit: Is this your first, second, or third application this year? (**Max of three (3) per year**).
- Researcher Status: If you do not have any funding to cover your publication fee, you are in the high-priority category.
- If you are a Principal Investigator (PI): Is this paper unrelated to any of your currently active research grants with a publication fee allocated?

### **3. Fee Calculation (Maximum Claimable)**

- WOS Q1 or Q2: Eligible for up to RM 10,000.
- WOS Q3 or Q4: Eligible for up to RM 4,000.

### **4. Required Documentation**

- Proof of Indexing: A screenshot or PDF from the WOS database confirming the journal's status.
- Quartile Evidence: Official proof of the journal's quartile ranking (e.g., JCR).

Final Manuscript/Offprint: A copy of the published paper showing the UNIMAS acknowledgement.

Invoices/Receipts: Clear documentation of the publication fee charged by the publisher.