



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.

DETAILS OF APPLICANT		
Name	:	
Faculty/Institute/Centre	:	

DETAILS OF PUBLICATION (Please attach the manuscript)		
Journal	:	
ISSN/ESSN Number	:	
Title of manuscript	:	
Main/First Author	:	
Corresponding Author	:	
Publisher	:	
Indexed by (attach the proof of indexing)	:	☐ WoS Q1 & Q2 (SCIE/SSCI/AHCI/ESCI) ☐ SCOPUS/WOS ESCI (no ranked) ☐ WoS Q3 & Q4 (SCIE/SSCI/AHCI/ESCI)
Volume and year of Publication	:	
Related Grant (please specify)	:	
Acknowledgement of UNIMAS	:	☐ Yes ☐ No

Signature :

Date:

Confirmation by Dean or Director:

Name:

Signature:

Date:

Approval by Director, RDICE:

☐

Approved

☐

Not approved

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:

Indexed Journals	Publication Support Fee (RM)	Additional for Co-Authors from Industry/International (RM)
WoS Q1 & Q2 (SCIE/SSCI/AHCI/ESCI)	9,500.00	500
WoS Q3 & Q4 (SCIE/SSCI/AHCI/ESCI)	3,500.00	500
SCOPUS/ WOS ESCI (not ranked)	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 (SCIE/SSCI/AHCI/ESCI)	10,000.00
WoS Q3 & Q4 (SCIE/SSCI/AHCI/ESCI)	4,000.00
SCOPUS/ WOS ESCI (not ranked)	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.