



**Dean's Circular No 2/2024. (X.22.)**

*on the available funding for open access international publications for the lecturers, researchers, doctoral students, and doctoral candidates of ELTE PPK*

Faculty support is available for Open Access publishing. Due to limited resources and increased demand, the faculty introduces the following principles along which it decides to support applications.

You may request Faculty funding for open access publishing in Q1 and, in certain cases, in Q2 rated journals with impact factors, with the following guidelines:

- primarily, we suggest publishing in diamond open access journals, where neither the author nor the reader needs to pay (<https://doaj.org/>);
- after this, we ask you to consider open access publishing in journals that are available free of charge under the University's framework agreements. You can find more information on ELTE's Read and Publish contracts and the journals covered at the following link: <https://konyvtar.elte.hu/index.php/en/research-support/open-access/support-options>;
- if you were unable to find a suitable journal in the offered list, please look for another, Q1 rated journal to publish in;
- the faculty supports publishing in Q2 rated journals only in special cases, such as: if the topic-specific journal has no Q1 rated alternative, if the article was written for an invitation, if the manuscript has been returned from many Q1 rated journals, if the manuscript was submitted before the 15<sup>th</sup> of November. If the chosen journal has a higher rated alternative, we suggest publishing in those primarily. For example, instead of publishing in Q2 rated Frontiers in Psychology, we recommend publishing in a Q1 rated journal that is open to the topic.
- if you still would like to publish in a Q2 rated journal, please contact the Research Policy and Science Organisation Team ([palyazat@ppk.elte.hu](mailto:palyazat@ppk.elte.hu)) about the faculty support **before submitting the manuscript**; without the initial consultation, the faculty support will not be granted.

Journal rankings can be viewed at SCIMAGO (<https://www.scimagojr.com/>). If the chosen journal has not yet been rated because it is newly established, but it is expected to meet the requirements, please indicate this in your application. Before applying, please confirm that the journal is not predatory based on the following link: <https://libguides.rutgers.edu/predatory>. Furthermore, the faculty suggests that authors should avoid publishing in the journals of Multidisciplinary Digital Institute (MDPI), as the publisher has frequently been criticized regarding its peer-review system. Please note that because of this, the faculty will not cover article processing charges for articles published at MDPI from the 1<sup>st</sup> September 2022.

You only need to apply for faculty funding if the journal in question is not covered by the framework agreements or quotas for that publisher are exhausted for the current year.

Faculty support is conditional on the applicant applying to the publisher or journal for full or partial waiver of the APC (Article Processing Charge). If you have requested but not received a discount, indicate this fact in the application, attaching the publisher's statement on the refusal. If the publisher refuses to give a discount because the author applied late or incorrectly for waiver, the faculty cannot guarantee the payment of the APC. To apply for the discount, the faculty provides a statement signed by the Dean (Appendix 1) about the amount of support the faculty can provide. When publishing in hybrid journals, the faculty can provide support up to one million HUF, in case of accepted application.

The applicant must declare that they have no other grant funding or scholarship from which they can finance the publication fee. This rule does not apply to applicants leading or participating in OTKA projects due to the OTKA projects' Open Access costs that are counted as mandatory university cost. If the applicant is a researcher employed by another research institution, or in the case of co-authorship, if the co-authors are researchers from another institution(s), the applicant must declare in writing that they have discussed the sharing of the publication fee with the other institutions by filling out the attached form (Annex 2). Up to four authors, the statement must be signed by all authors who are not affiliated with PPK. In the case of more authors, only senior authors with non-PPK affiliation need to sign it. The document must be attached in the application.

The faculty funds are open for continuous applications. **Application submission:** [https://elteppk.eu.qualtrics.com/jfe/form/SV\\_8Cip0Q6BD1GRbZc](https://elteppk.eu.qualtrics.com/jfe/form/SV_8Cip0Q6BD1GRbZc).

The application can only be submitted for articles that have already been accepted. The accepted article is a mandatory annex to the application, which must be attached in the questionnaire.

Funding is awarded by the Vice-Dean for Research based on internal academic review, as well as the available funds and the application's conformity with the aforementioned criteria. PPK prefers publications made in journals either in the faculty's disciplines or in multidisciplinary journals.

**Researchers of the faculty are asked to consider the expected publication costs at the beginning of research projects and coordinate with their collaborators. Our priority remains that papers by our staff can be published despite the difficulties.**

Done at Budapest on the 22<sup>nd</sup> of October 2024

Anikó Zsolnai, PhD *m.p.*  
dean

Annexes:

Annex No 1: [Statement signed by the Dean](#)

Annex No 2: [Declaration of co-authors](#)