

DAU 10-5 DAU's Scientific Publishing Funding Policy

Policy Code	Policy Name		
DAU 10-5	Scientific Publishing Funding Policy		
Responsible Executive	Current Revision Date	Next Revision Date	
-The General Directorate of Scientific Research and Innovation -The Research Support Unit -Scientific Research and Innovation Committees at the College level	10/2023	10/2027	

1. Policy Purpose

The Scientific Publishing Funding Policy is designed to encourage faculty members to publish in highly ranked scientific journals and apply for funding after publication.

2. Policy Scope

The policy applies to all faculty members, adjunct and visiting professors, clinical professors in health colleges who are appointed by councils within these colleges, and university students.

3. Policy Statement

Accepted Publishing Venues:

- Research published in a reputable scientific journal with a high Impact Factor.
- Only journals indexed in Scopus and Web of Science are accepted as publishing venues. A research paper published in Arabic may also be accepted for publication by journals in the Arabic Citation and Impact Factor (ARCIF) database, but the research must be published in a peer-reviewed journal affiliated with a Saudi university or scientific association or an Arab university recommended by the Ministry of Education, plus an ISSN deposit number and international registration.
- In Scopus, journals should not be classified below Q3. In the Web of Science database, all quartiles are accepted, however, publications in journals listed in the Emerging Sources Citation Index (ESCI) are not.
- In cases where the journal is classified in both Scopus and Web of Science databases, the highest applicable classification should be considered when determining the publication incentive.
- The journal publishing the research paper must have been indexed in Scopus or Web of Science for at least three successive years prior to publication. Publication incentives are based on the journal's classification in the issue in which the research was published. Declassification of the journal before the incentive is granted renders it an invalid publication venue and the incentive is undeserved.
- Journal names should not appear on any list of predatory publishers and journals.

Incentive Entitlement Requirements:

- The applicant must be affiliated with the university (faculty members, adjunct and visiting professors, clinical professors in health colleges appointed by their college councils, and university students).
- The research paper must be original (original article).
- The following affiliations should be cited in the published research:
- "Department of ..., College of ..., Dar Al Uloom University, address of the university"
- An acknowledgment of research support from Dar Al Uloom University must appear in the research paper in the following format:
- "This research was funded by the General Directorate of Scientific Research & Innovation, Dar Al Uloom University, through the Scientific Publishing Funding Program."

- Incentives are only eligible after publication, and acceptance letters do not count.
- In the published paper, the applicant's email address should match his/her university email address.
- In joint research, only the first and corresponding authors are eligible for incentives. The eligibility percentage is as follows:
 - (70) % of publication incentive if researcher is both the first and corresponding author. The full incentive will be granted to the researcher if DAU students are participants in the research.
 - (50) % of the publication incentive if the researcher is only the first or only the corresponding author.

4. Policy Procedures

Incentive Payment procedures:

- The researcher submits a publication incentive application to the Chairman of the Scientific Research and Innovation Committee in the college, along with all the required documents.
- The Chairman of the Scientific Research and Innovation Committee in the college submits the application to the Dean, along with a report confirming that the research meets all the eligibility criteria. An application that does not meet the eligibility criteria will be rejected by the committee.
- The College's Dean refers to the complete application with its attachments to the Research Support Unit at the General Directorate of Scientific Research and Innovation.
- The Research Support Unit submits its recommendations to the General Directorate of Scientific Research and Innovation after ensuring all requirements have been met.
- When a scientific research application is approved by the General Directorate of Scientific Research and Innovation, it is forwarded to the Finance Department, which completes the procedure for incentive payment based on the approved budget for scientific research for the academic year.

Publishing Incentive Scale:

Premier Journals	Incentive's Amount (S.R.)
<i>Science and Nature Journals</i>	25,000 S.R.

Journals ranked in Web of Science	Incentive's Amount (S.R.)
Q1	15,000
Q2	12,000
Q3	9,000
Q4	7,000

Journals ranked in Scopus	Incentive's Amount (S.R.)
Q1	10,000
Q2	8,000
Q3	5,000
<i>Arabic journals ranked in ARCIF</i>	3,000

Publication Fees Reimbursement:

- If all researchers are DAU affiliates, the university reimburses the full publication fees, up to the specified maximum limit, based on the classification of the publication venue.
- In research involving researchers from both within and outside the university, the percentage of publication fees reimbursed equals the percentage of eligibility for publication incentives.
- Publication fees are only reimbursed if not previously reimbursed by another entity.
- A reimbursement is only provided upon presentation of a payment receipt issued by the publishing journal in the applicant's name.
- The table below shows the maximum amount the university reimburses for publication fees based on the publication venue's classification level:

Journal	Maximum Fees Reimbursement (S.R)
<i>Science and Nature Journals</i>	Publication fees fully reimbursed
<i>Web of Science Q1</i>	5,000
<i>Web of Science Q2</i>	4,000
<i>Web of Science Q3</i>	3,000
<i>Web of Science Q4</i>	2,000
<i>Scopus Q1</i>	4,000
<i>Scopus Q2</i>	3,000
<i>Scopus Q3</i>	2,000
<i>ARCIF</i>	1,500

Note: The [Scientific Publishing Funding Program.docx](#) clarifies all the funding related to the publishing process.

5. Related Policies/ Documents/ Forms

[Scientific Publishing Funding Program.docx](#)

[GDSR&I_RSU_APPLICATION_FORM_FOR_SCIENTIFIC_PUBLISHING_FUNDING_PROGRAM.docx](#)

6. Document History

Version	Issue/ Rev. Date	Updated Information/ Summary of Change
1	10/2023	1 st issue of the policy