

Guidelines for funding of Open Access publication of scientific articles

Administrator:	University Library
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Passed by:	Rector
Technical update (name amendment of the channel register due to organisational changes at NSD) incorporated September 2022 without submission to Rector.	

- 1) Only corresponding authors may apply for funding. The corresponding author is the person responsible for submitting the manuscript, and is also the contact person towards the journal throughout the publication process. The applicant must be affiliated with Nord University and credit Nord University in the publication.
- 2) If the corresponding author of a journal article credits more than one institution, he/she may only apply to the Open Access fund at one of these institutions for funding.
- 3) In their applications for external funding, Nord researchers are requested to apply to have expenses for article processing charges (APCs) covered. Articles resulting from external funding including dedicated funds to cover APCs, may not be granted financial support through the Open Access fund.
- 4) Funding is granted to **pure** gold Open Access journals only (these provide Open Access to **all** their articles), **not** to hybrid journals where the author can pay a fee to an otherwise subscription-based journal to make an **individual** article Open Access (hybrid Open Access).
- 5) The journal must be registered in the Directory of Open Journals ([DOAJ](#)) and ranked on level 1 or 2 in the [channel register of the Directorate for Higher Education and Skills \(HK-dir\)](#)¹. Also journals that are ranked on level X at the time of application, but which were approved on level 1 at the time of submission, qualify for financial support.
- 6) The article has to be peer reviewed.
- 7) Funding is only granted to cover APCs for articles accepted for publication. Funding is not given to articles that are submitted, but not accepted. Applications for funding must be submitted within 4 weeks of the publication date.
- 8) Funding is not granted for additional costs (colour print, copy editing, additional illustrations/pages etc.).
- 9) If the article is accepted for publication, send the [application form](#).
- 10) The University Library makes decisions on applications on a regular basis as long as funds are available.
- 11) The payment of the APC must be made in accordance with our payment routines.
- 12) The author/applicant must make sure that the article is registered in CRISin, and that the full-text document of the article is uploaded to CRISin for transfer to the University's institutional archive, Nord Open Research Archive. The upload must take place no later than the publication date.

¹ Previously "NSD's Database for Higher Education". The name was amended after NSD (and by that DBH and the channel register) became part of the Directorate for Higher Education and Skills (HK-dir) 1 July 2021.

- 13) If the application is rejected because the fund is empty, the applicant may not apply for funding for the same article at a later year when the fund may have received new funding.
- 14) The University Library's decisions are final with no opportunity for appeal.
- 15) In well founded exceptional cases, the University Library may grant funding even though not all requirements have been met.