

FAQ about Article Processing Charge (APC) Support

(Revision Histories)

2026.2 First edition

●Definition of Terms

* “Full-time faculty member” in this document refers to a faculty member of this university whose position is one of those listed below in Japanese.

専任教員、任期付教員、特定任用研究員、特別任用助教（有期研究員）、特別任用助手（有期研究員）、外国人留学生助手（有期）、チェアプロフェッサー、特別研究員、特別客員教授

* “Advisee” refers to a doctoral student (3rd year or higher for five-year integrated doctoral program) supervised directly by a full-time faculty member (applicant).

●Subjects and Details of Support

Q1-I. Please provide specific details about eligibility for application according to authorship of the article.

A. See the table below for details. Please also check the other requirements, such as the number of supports per applicant per year, as the following table only indicates the requirements regarding article authorship.

First author	Corresponding author	Co-author	Eligibility
Full-time faculty member (applicant)			OYes
	Full-time faculty member (applicant)		OYes
		Full-time faculty member (applicant)	×No
Advisee	Advisee	Full-time faculty member (applicant)	OYes
Advisee	Advisee		×No
Advisee	Full-time faculty member (applicant)		OYes
Advisee		Full-time faculty member (applicant)	×No
Advisee			×No

Q1-2. What is the maximum amount of APC support?

A. There is no limit to the amount of each support, and we will support the full amount of APC. Please note that the support will end when the total amount reaches the budget limit for the current fiscal year.

Q1-3. Are article submission fees also supported?

A. We will support only for APC, not for submission fee. If a journal requires payment of submission fee on submission (prior to peer review) and payment of APC after the article is accepted for publication, only the APC will be supported. Also, some journals may require additional charges, such as Page Charge (for pages over a certain number of pages) or Color Charge (for colored figures and tables in the article), which are also not applied to this support.

Q1-4. If there is an embargo period prior to open access, is it applicable for the support?

A. Yes.

Q1-5. Do you have any conditions about options in open access if the amount of APC differs depending on “with/without embargo period” or “choice of CC license” etc.?

A. In these cases, we will provide support for APC no matter which one you choose (There is no need to select a lower-price plan.).

Q1-6. I am not sure if the journal in which I am publishing meets the requirements for support or not. How to check if a journal is ranked TOP 10% or not?

A. Please refer to the attached document “How to Check Top 10% Journals”.

Q1-7. If CiteScore percentiles of multiple years are shown and one in a past year is ranked TOP 10%, can I apply for APC support?

A. To make a fair decision, we evaluate applications under the same conditions and use the latest CiteScore percentile to determine the support eligibility. Journals excluded from the latest CiteScore calculation are not eligible for support either. We check the latest CiteScore percentile based on the application information.

Q1-8. I hope that you will provide the same APC support for publishing articles in journals with high Impact Factor.

A. The variance of Impact Factors differs among journals of different research fields, and it is difficult to evaluate these journals based solely on their Impact Factors. Therefore, we use the CiteScore percentile, which indicates a relative position, to determine APC support.

Q1-9. Some research fields or journals (such as kilo-author papers) have rules of listing authors' names in alphabetical order. In cases where there is no concept of "first author" or "corresponding author" and the order of authors has no specific meaning, how should I apply for this support?

A. Some research fields or journals may not have the concept of "first author" or "corresponding author", but we judge on the APC support based on the same criteria ("first author" or "corresponding author"). Please note that we may not be able to fulfill your request.

●How to apply

Q2-1. Can a researcher apply for this support more than once?

A. Basically, a researcher may apply for the APC support only once per fiscal year. However, if a doctoral student (3rd year or higher for five-year integrated doctoral program) is the "first author" of an eligible article, the supervisor of the student, who is a full-time faculty member, can apply for this support additionally (*once per fiscal year for the same student). Applications that do not meet the requirements to receive the APC support will not be counted.

Ex.) Order of applications and eligibility

Order of applications	First author	Corresponding author	Co-author	Eligibility
1	Full-time faculty member (applicant)			Yes (First time for the applicant)
2		Full-time faculty member (applicant)		No (Second time for the applicant)
3	Advisee A	Advisee A	Full-time faculty member (applicant)	Yes (First time for Student A)
4	Advisee B	Full-time faculty member (applicant)		Yes (First time for Student B)
5	Advisee A	Full-time faculty member (applicant)		No (Second time for Student A)

Q2-2. I am currently submitting an article, but its publication has not yet been confirmed. Can I apply for the APC support on the assumption that the article will be accepted for publication? I will withdraw the application if the article is not accepted.

A. No, you cannot apply for support in advance. Please apply after your article has been accepted for publication.

Q2-3. If the APC payment is settled in the current fiscal year, will the support be included in the current fiscal year's quota, even if the publication is in the next fiscal year? In this case, can I receive support for another article in the next fiscal year's quota?

A. It does not matter when your article is published, but when the payment is settled (when the statement of the Corporate Card payment is issued) does matter. For example, if you pay APC with the Corporate Card in February for an article that is going to be published in April, the support shall be made within the quota of the fiscal year in which the payment is made. Conversely, if you pay with the Corporate Card in March, the statement of the payment will be issued in April, and the APC will be supported by the next fiscal year's budget even if your article is published in March. In this case, since you have already received APC support for the next fiscal year, you cannot apply for it with another article.

Q2-4. If I make an APC payment with my Corporate Card in February and submit my application in March, will the APC be covered by the next fiscal year's support?

A. In principle, you should apply for this support first and then pay the APC. If you paid an APC in advance for some reason, please apply as soon as possible. In any case, if you make an APC payment with Corporate Card by February (from March of the previous year to February of the current year), you will receive support from the current fiscal year's budget, regardless of the application date. If you already received APC support in the current fiscal year, you may not receive it again in the same fiscal year. (Please refer to Q2-1 for exceptions.)

Q2-5. I have already made the payment without applying for the APC support. Can I apply for the APC support now?

A. Please apply immediately via the form. Depending on the details of your application, such as your support record in the same fiscal year, you may not

qualify for the support. Next time, if possible, please pay your APC after receiving the “Notification of Adoption” by e-mail.

Q2-6. Can I pay the APC with my personal credit card?

A. No, you cannot. For the efficiency of clerical procedures, we ask your cooperation to make payment with Corporate Card. If you find that the amount will exceed the “credit limit” of your Corporate Card, please contact your department office (faculty office, etc.) and ask for raising the credit limit.

Q2-7. I didn’t know about this APC support and have completed payment without using Corporate Card. Can I apply now?

A. You cannot receive the APC support because your application does not meet the requirement about the payment method.

●Others

Q3-1. Is it possible to receive both this support and the “Incentive Research Grant for Publication of International Academic Papers (support for publication in high-impact OA journals)”?

A. The “Incentive Research Grant for Publication of International Academic Papers (support for publication in high-impact OA journals)” has been changed to this support from FY2025, and we are not currently accepting new applications.

●For publication in Wiley journals

*Please also see the following web page: “Open Access Publishing Workflow” based on the Wiley Open Access Account (WOAA) agreement.

(https://rd.doshisha.ac.jp/rd/inside/oa/oa_support.html)

Q4-1. If I publish an article in a Wiley journal, can I receive both APC discounts under the WOAA agreement and this APC support from the University?

A. If the journal is TOP 10% journal, and you meet other requirements of the APC support, you can receive both of them.

Q4-2. What is the process for receiving both the discounts under the WOAA agreement and the APC support from the University?

A1. For Hybrid journals, you will receive an acceptance for publication e-mail when your paper is accepted. After receiving the e-mail, please apply for this APC

support via the application form. We judge whether or not you can receive the APC support and issue a “Notification of Adoption” (You cannot receive the APC support if the budget has been reached at the time of your application). After receiving the result of APC support (approval or denial), please choose OA or non-OA publication and follow the procedures outlined in the “Open Access Publishing Workflow” based on the WOAA agreement.

*Please make decisions yourself such as; to make the article open access if you can receive the APC support; to make the article open access using another budget even if you cannot receive the APC support; or not to make the article open access if you cannot receive the APC support.

A2. In the case of Full Gold OA journals, we cannot tell whether you can receive APC support or not at the time of article submission, because the judgement depends on the budget balance at the time of application (after the article is accepted). Therefore, you should secure another budget for the APC and follow the procedures outlined in the “Open Access Publishing Workflow” based on the WOAA agreement. After receiving the acceptance notification e-mail from Wiley, please apply for this APC support via the application form. We judge whether or not you can receive the APC support and issue a “Notification of Adoption”.

For both hybrid OA journals (if you choose OA publication) and full gold OA journals,

After the open access procedure is completed, we will send you an invoice of the APC.

If you are to receive the APC support, please send back the invoice, with your personal stamp on it, to the Department of Research Planning, then we will pay for it. If you cannot receive the APC support, please send the invoice, with your personal stamp on it, to another department which deals with the budget from which you want to pay the APC. In all cases, please follow the procedures outlined in the “Open Access Publishing Workflow” based on the WOAA agreement.