FACULTY OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY
UNIVERSITI MALAYA
ARTICLE PROCESSING CHARGE (PAGE CHARGE) FUND
APPLICATION RULES & GUIDELINES

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1. INTRODUCTION

The Page Charge Fund was established to provide financial assistance to FCSIT's students who required to publish articles in ISI journals for graduation. It encourages students to publish quality research and well-written articles in top-tier journals (Q1 and Q2).

2. PAGE CHARGES PAYMENT RATE

2.1. FCSIT Management Meeting on 22/11/2022 has approved the Page Charge Fund payment rate as the following:

QUARTILE / TIER	TOTAL PAYMENT (RM) PER PAPER
Q1	Up to RM3,000
Q2	Up to RM2,000

This payment rate also includes Open Access Q1/Q2 ranked journals (online journals without print publication).

Q1 payments are limited to 14 applications, and Q2 are limited to 9 applications per year. The payment arrangement is bound by the funding received for the current year.

2.2. The payment for the publication of the current year will be made based on the Journal Citation Reports (JCR) of the previous year.
For example, JCR data from 2022 will be referred for publication dated 2021.

https://jcr.incites.thomsonreuters.com

2.3. Each candidate has the right for **ONE (1) APC's reimbursement.**

2.4. Candidates must advance pay the APC and only be allowed to apply for reimbursement.

3. APPLICANT ELIGIBILITY

3.1. The applicant must be a Faculty of Computer Science and Information Technology postgraduate research student and be in an Active or Examination Period status when the application is made.

3.2. The fund is provided to the applicant, whereas there is no active grant available to their supervisors.

3.3 The application must be endorsed by each supervisor in advance. The supervisor(s)' employment status must be a University of Malaya permanent or contract staff. The contract staff must be under the UM Human Resource Division payroll.

3.4. The applicant must be the first or second author and the supervisor must be the corresponding author of the publication.

4. CONDITIONS OF APPROVAL

4.1. Application can be made for one paper only and must be for graduation requirements. Any candidate from the program who doesn't need publication for graduation is not allowed to apply for reimbursement.

4.2. Any publication published from Hindawi, Frontier, and MDPI is prohibited from applying for reimbursement.

4.3. Manuscript published must bear the Universiti Malaya's address.

4.4. Publication is submitted to the **Web of Science-indexed journal (ISI).** https://jcr.incites.thomsonreuters.com

4.5. Payment will only cover page charges or processing fees imposed by the publisher, subject to the maximum amount allowed by UM. Payment does not include reprinting, editing fees, or translation service fees.

5. REQUIRED DOCUMENTS

5.1. The completed Page Charge Fund Application Form can be downloaded from the following link: *To be updated soon.*

5.2. Attach the following documents together with the application form:

- Proof of Acceptance, e.g. letter or e-mail of acceptance.
- Billed invoice with the **invoice no/order no/reference no**. (the invoice attached must be an invoice BEFORE the payment is made)
- The name of the applicant must be the same as the payer.
- A copy of the front page of the manuscript with the names and addresses of contributors.

5.3. Please email the completed application forms with the documents needed to the TDIT's office at tdit_fsktm@um.edu.my.

5.4. The application will be processed for up to 4 weeks.

5.5. For every successful application, payment will be made by UM Bursar through EFT to the applicant's account.