

UPV PUBLICATION SUPPORT GUIDELINES

The Publication Support Program, administered by the Office of the Vice Chancellor for Research and Extension (OVCRE), provides financial assistance for article processing charges (APCs) in Scopus- and Web of Science-indexed journals. It enables UPV faculty, REPS, and students to publish high-quality research in reputable international journals, thereby strengthening the visibility, credibility, and academic reach of UPV.

Objectives

1. To support publication in peer-reviewed journals indexed in Scopus and Web of Science
2. To promote research visibility and academic recognition through ethical and strategic dissemination

Eligibility of Applicants

1. The applicant must be affiliated with UP Visayas, with UPV indicated as the official address of correspondence in the published article.
2. Publications derived from MS Thesis or Dissertation may qualify for support, provided:
 - a. The article is not used to satisfy the requirement of any other grant.
 - b. The authors have not received publication support from other agencies or institutions for the same output.
 - c. The thesis / dissertation adviser shall serve as the official applicant.

Journal Requirements

1. The journal must be indexed in Scopus or Web of Science (WoS).
2. The journal must have a Journal Impact Factor (JIF), based on the year of publication or the average JIF over the past three (3) years.
3. The journal must be verified as legitimate and non-predatory prior to reimbursement.

Amount of Support

The amount of financial support shall be determined based on the journal's impact factor, subject to availability of funds:

Nature of Journal	Maximum Financial Support
ISI-indexed journals without numerical impact factor	Up to USD 500.00
ISI-indexed journals with impact factor up to 2.0	Up to USD 750.00
ISI-indexed journals with impact factor above 2.0	Up to USD 1,000.00

Note: This structure reflects current financial support provisions and may be updated based on institutional priorities and available funding.

Application and Reimbursement Process

1. Applications must be submitted with the following:
 - a. Cover letter addressed to the Chancellor, endorsed through appropriate channels
 - b. Duly accomplished Publication Support Application Form
 - c. Copy of the accepted manuscript
 - d. Proof of journal indexing and impact factor or quartile ranking
 - e. Official invoice or proof of APC payment
2. Reimbursement shall be processed upon verification of journal legitimacy and compliance with eligibility criteria.