

IROAST Proofreading/Publication Support Program

January 18, 2018

Partially amended February 9, 2018

Partially amended November 21, 2019

Partially amended April 21, 2021

Partially amended September 2, 2021

International Research Organization for Advanced Science and Technology (IROAST)

1. **Purpose:** To support researchers in IROAST and the science and technology departments (institutes) of Kumamoto University who are planning to publish their research findings in distinguished international scientific journals, IROAST has established a fund to lessen the publishing financial burden.
2. **Qualifications:**
 - a. Researchers (excluding students) employed in the science and technology departments (institutes) of Kumamoto University who plan to submit/publish papers co-authored by b. below.
 - b. Researchers employed in/affiliated with IROAST (Distinguished Professors, Visiting Professors, Tenure-track Professors, Postdoctoral Researchers, and Young Faculty Members for International Joint Research)
3. **Supported Journals:** Authoritative scientific journals, such as those with high IFs listed in the Web of Science and those included in the current “Nature Index.” (Impact Factor 2 or more as a standard)
4. **Supported expenses:**
 - (1) Proofreading expenses before journal article submission
 - (2) Publishing expenses for a journal article.
5. **Precautions:**
 - Support is possible only once for each paper. Support for either (1) or (2) above, or for both of them is possible.
 - The total amount of money provided per application is 500,000 yen or lower.
 - In the case of several concurrent submissions, the order of processing the requests might be adjusted.
 - If the support budget is used up before the end of the application period, the service may be terminated prior to February.
6. **Preconditions for support:**
 - The paper should have a description of IROAST as the author’s affiliation.
 - The applicant is the first, corresponding, or last author of the paper.
 - The applicant must apply prior to order for proofreading or prior to payment as university's expense for publication.
 - Proofreading/publishing order date is within the current fiscal year.
 - Proofreading/publishing will be finished by March 20 of the current fiscal year.
7. **Application period:**

Any time until the end of February of the current fiscal year.

After the application is accepted, payment will not be provided if necessary documentation is not submitted by March 20 of the current fiscal year.

8. Application method:

(1) Application for proofreading support

<Necessary documents for application>

- Filled-in application form
- Documents to show the estimated costs

<Necessary documentation after acceptance and proofreading>

- Estimate, invoice* and bill (original)

*The invoice must have the applicant's signature and date of signature on it.

- Copy of paper after proofreading that shows proofread parts.

(2) Application for publishing support

<Necessary documents for application>

- Filled-in application form
- Documents to show the estimated costs (copy of email, website, etc. applicable)
- Documents to show that the paper has been accepted by the journal (copy of email acceptable)
- Copy of paper accepted by the journal

<Necessary documentation after acceptance >

- Estimate, invoice* and bill (original)

*The invoice must have the applicant's signature and date of signature on it.

(3) Submit to: IROAST Office, szk-kiko@jimu.kumamoto-u.ac.jp

※Applications received will be treated with the high confidentiality.

※Please complete the brief questionnaire which send you by e-mail in end of the financial-year.

9. Notice of assessment results:

You will receive the result within approximately one week after assessment procedures are finalized by IROAST.

10. Important points:

- (1) The expenses may not be carried over to the next fiscal year.
- (2) Payment will be provided according to the regulations of Kumamoto University.
- (3) If there are any changes after the submission of the application with respect to the paper (including work place/jobs change), please inform the IROAST Office immediately.
- (4) Projects that have already received financial support from other sources are excluded from this service.