

JOURNAL PUBLICATION FUND
REGULATIONS & PROCEDURE

This document details the regulations and procedure to follow for funding the fees required for papers to appear in international referred journals.

Regulations

1. BUE will pay publishers fees required for research papers which have been accepted for publication to appear in print and/or online.
2. In principle, this benefit covers papers authored by BUE, full time academic staff only. It also covers papers authored by other BUE full time employees if the papers appear in Scopus database.
3. This benefit is conditional upon the following:
 - 3.1. BUE affiliation is shown clearly and correctly as The British University in Egypt, El-Sherouk City, Egypt. This may be preceded by name of the Department, Faculty or Research Centre with which the author is affiliated.
 - 3.2. Only papers appearing in peer reviewed journals are considered as follows:
 - a) Papers in science and engineering must have appeared in Scopus database.
 - b) Papers in other fields must have appeared in Thomson Reuters.
 - c) Where the databases in (a) and (b) are not the customary source for citing publications in certain fields, journals approved by the National Promotion Committees for those fields will be considered.
 - 3.3. Only the minimum fee required for publication is covered. Additional fees for fast online posting, colour figures, off-prints, etc. are excluded.
4. Where available, co-authored who are not affiliated with BUE are to contribute to the publication fee through their institution.
5. Funding of publication fees is disbursed while the allocated annual budget lasts. This may mandate setting priorities as follows:
 - Preference is given to applicants who are near academic promotion.
 - Preference is given to junior academic staff.
 - Preference is given to publications appearing in journals with the highest impact factors.