Division of Research and Sponsored Programs Request Number \_\_\_\_\_\_\_\_\_

207 Schwartz Center Approved \_\_\_\_\_ Denied \_\_\_\_\_

672-0709 Amount \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **PAGE CHARGE REQUEST**

Date\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is payment of a page charge required for publication? [\_\_\_\_] or optional? [\_\_\_\_\_] [Check one]

[The Division of Research and Graduate Studies can submit requests for waivers of page charges when needed.]

Page charges: Cost per page: $ \_\_\_\_\_\_\_\_\_\_\_\_ Number of pages \_\_\_\_\_\_\_\_\_\_\_\_ Total costs: $ \_\_\_\_\_\_\_\_\_\_\_\_

Title of Article:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Journal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other support relevant to this request:

 Departmental: \_\_\_\_\_\_\_\_\_\_\_\_

 Grant: \_\_\_\_\_\_\_\_\_\_\_\_

 Personal: \_\_\_\_\_\_\_\_\_\_\_\_

 Other: \_\_\_\_\_\_\_\_\_\_\_\_

Department Chair Approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attach copy of order blank, journal policy, or other relevant material.

Return form to Division of Research and Sponsored Programs.

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 **POLICY**

Page charges should be paid from extramural grants when possible. If such funds are not available, the Research Council recommends submitting research papers to journals that do not solicit page charges. As a last resort the Council considers page charge support requests. If the author(s) wishes to pay these charges, the Research Council will support one-third of the costs, upon assurance that the other two-thirds is being paid from other sources.