

SU Research Publication Fees Fund

ABOUT THE FUND

Stellenbosch University's (SU's) Research, Innovation and Postgraduate Studies Responsibility Centre (RC) relies heavily on the research and innovation expertise of its people, excellent infrastructure and an impeccable reputation to deliver high quality training, produce new knowledge and conduct research needed to solve problems in our environment and society.

In this context, peer-reviewed scholarly publications are essential for advancing knowledge, as they allow researchers to share new discoveries, test ideas, and build on one another's work. They provide a formal record of research that can be critically evaluated, replicated, and cited, ensuring academic integrity and progress. Quality publications also enhance the visibility and credibility of researchers and their institutions, foster collaboration across disciplines and borders, and contribute to addressing societal challenges by making knowledge accessible to wider communities.

The availability of publication/page fees for accredited publications is often highlighted by researchers as a barrier to publishing scholarly work. Open access publishing, while increasing the visibility of and access to our research publications with the potential to increase citations, is particularly expensive.

The aim of the 'Publication fees fund' is to support the growth of scholarly publishing by SU's academic staff members, as one of SU's strategic institutional objectives. It supports publication outputs of significant scholarly value by contributing to the costs of publication. **Only publications that meet the criteria for subsidy from the Department of Higher Education (DHET) will be considered for support.**

The fund will be managed on a competitive basis, through a call for applications where articles, chapters in books or books/monographs are publication ready (to be submitted for publication in 2025).

Priority will be given to **early and mid-career researchers** who are still in the process of establishing themselves. **High quality** (in higher quintile journals) and **open access (OA) publications** will also enjoy priority, in support of the quality and accessibility of the publication, and the on average higher citations rates attained through reputable OA publishing.

Eligibility

- The call is open to current SU staff members
- Only publications (journal articles, books, chapters in books) that adhere to the criteria for submission to the Department of Higher Education and Training (DHET) for subsidy purposes will be considered.
- Only publications to be submitted for publication within the most recent calendar year are eligible for funding.
- The relevant environment (Faculty/School) will be expected to contribute 25% of the funding required.

Notes:

- *Priority will be given to early- and mid-career researchers.*
- *Accredited Open Access Publications (where no waiver agreement exists with the publisher) will be prioritised.*
- *The funding is not intended to provide funds for page or actual publishers fees.*

Requirements:

If the application for funding is successful, the applicant is expected to submit the resulting publication for subsidy to DHET during the annual survey of research publication outputs. Applicants should thus be cognisant of the DHET criteria in this regard. The most important requirements are that 1) it should be scholarly work aimed at peers in the field and 2) the author should be able to provide a statement from the publishers and/or editors explaining the peer review process that has been followed. A mere statement that peer review has taken place is insufficient since DHET requires information regarding the peer review process.

Co-authorship: Collaboration with non-SU Authors

The Fund supports collaborative research and authorship. In the case of co-authorship with authors from outside of Stellenbosch University, SU authors may apply for their portion of the author or publishing fees. The Fund will support only the pro-ratio portion of the author fees for SU authors only.

Payments:

Payment only to be made after the relevant publication has been accepted for publication. Proof of acceptance must be submitted to the Director: Research Information and Strategic Initiatives in order for payment to be processed. The funding will be transferred into the relevant cost centre once evidence of successful peer-review and a cost centre has been provided.

Submission process:

Kindly complete the electronic application form on the next page, then save it and submit it, together with the copy of your publication, to the Microsoft Form **SU Research Publication Fees Fund**. Submission confirmation must be emailed to Lerissa Fourie (lerissa@sun.ac.za) by the **5th of March 2026**.

Enquiries: Maryke Hunter-Hüsselmann (mh3@sun.ac.za)

SU PUBLICATION FEES FUND APPLICATION FORM			
1	APPLICATION INFORMATION		
1.1	Applicant (<i>Must be current SU staff members</i>)		
	Surname, Initials, Title		
	Department / Centre		
	Email address		
1.2	Are you the sole author/editor?	YES	NO
1.3	If there are multiple authors/editors with whom you are submitting this application, please provide their information below.		
	Surname, Initials, Title	Department / Centre / Institution	Affiliation
2	DESCRIPTION		
2.1	Type of publication (journal article, book, chapter in book)		
	In Case of books/chapters in books, who is the intended target audience?		
	Title of publication		
2.2	Number of pages (A5 or larger), excluding references		
2.3	Which publishers have you approached? If only one, please motivate.		
2.4	Confirmed Publisher		
	Name	Website address	

2.5	Do you have a contract with the Publisher in hand? (If so, please attach copy of contract to this application)		
	YES	NO (draft contract underway)	NO
2.6	Into which discipline(s) does the work fall and what would the significance to the field/discipline and Stellenbosch University be? (max 250 words)		
2.7	Date of Publication (estimated)		
2.8	Please describe the Publisher's policy or process pertaining to pre-publication peer-review (in the case of books/chapters in books).		
2.9	If your application is successful, do you commit to submit your publication (together with the necessary documentation) for subsidy during the next annual SU survey of research publications?		
	YES	NO	

3	BUDGET		
3.1	Funding required		
		Amount	Justification
	Total	R	
3.2	Please confirm the 25% contribution from your environment		
		Amount	Comments
	Total	R	

4	DECLARATION:		
4.1	Main author:		
	*I hereby certify that the information on this form is correct		
	NAME:	SIGNATURE:	DATE:
4.2	Motivation and signature by head of department OR dean of faculty/School (if applicant is HoD)		
	Departmental chair/dean:		
	SIGNATURE:	DATE:	
	Motivation:		
5	ATTACHMENTS		
	Please attach a (draft) copy of the publication. Confidentiality is assured.		
Application form and Publication must be submitted to the Microsoft form <u>SU RESEARCH PUBLICATION FEES FUND</u> Please ensure you email Ms Lerissa Fourie (lerissa@sun.ac.za) for confirmation on submission.			