DOAJ Journal Application Form

**Before you start**  
Read our [information for publishers](https://login.research4life.org/tacsgr1doaj_org/publishers), review your website and make sure that your journal fulfills all the criteria.

If you know of a peer-reviewed journal that should be included in DOAJ, please ask its publisher or editor to complete this form.

We provide some [guidance on the information we are looking for](https://login.research4life.org/tacsgr1doaj_org/publishers#advice) but that list is by no means exhaustive. Applicants are encouraged to complete the form clearly and honestly. If you do not understand a question, you can ask for help by contacting us.

It is not possible to save your progress on this form so we recommend that you gather the information you need first. Use [this guide](http://bit.ly/1MLszb4) to store you answers in. Guides are also [available in other languages (العربية, 中文, فارسی, Español,français, Bahasa Indonesia, Italiano, 日本語, Polski, Português, Română, Русский, suomeksi, Türkçe, Українська)](https://login.research4life.org/tacsgr1doaj_org/translated).

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Basic Journal Information

[1)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "title-container" \o "Link to this question) Journal Title \*



[2)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "url-container" \o "Link to this question) URL \*



[3)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "alternative_title-container" \o "Link to this question) Alternative Title



[4)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "pissn-container" \o "Link to this question) Journal ISSN (print version) \*



Only provide the print ISSN if your journal has one, otherwise leave this field blank. Write the ISSN with the hyphen "-" e.g. 1234-4321.

[5)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "eissn-container" \o "Link to this question) Journal ISSN (online version) \*



Cannot be the same as the P-ISSN. Write the EISSN with the hyphen "-" e.g. 1234-4321.

[6)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "publisher-container" \o "Link to this question) Publisher \*

[Choose a value](javascript:void(0))6) Publisher \*

[7)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "society_institution-container" \o "Link to this question) Society or Institution

[Choose a value](javascript:void(0))7) Society or Institution

The name of the Society or Institution that the journal belongs to.

[8)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "platform-container" \o "Link to this question) Platform, Host or Aggregator

[Choose a value](javascript:void(0))8) Platform, Host or Aggregator

The name of the platform, host or aggregator of the journal content, e.g. OJS, HighWire Press, EBSCO etc.

[9)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "contact_name-container" \o "Link to this question) Name of contact for this journal \*



Somebody who DOAJ can contact about this journal.

[10)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "contact_email-container" \o "Link to this question) Contact's email address \*



[11)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "confirm_contact_email-container" \o "Link to this question) Confirm contact's email address \*



[12)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "country-container" \o "Link to this question) In which country is the publisher of the journal based? \*

12) In which country is the publisher of the journal based? \*



Select the country where the publishing company carries out its business activities. Addresses registered via a registered agent are not allowed.

[13)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "processing_charges-container" \o "Link to this question) Does the journal have article processing charges (APCs)? \*

YesNo

[14)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "processing_charges_url-container" \o "Link to this question) Enter the URL where this information can be found \*



[17)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "submission_charges-container" \o "Link to this question) Does the journal have article submission charges? \*

YesNo

[18)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "submission_charges_url-container" \o "Link to this question) Enter the URL where this information can be found \*



[21)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "articles_last_year-container" \o "Link to this question) How many research and review articles did the journal publish in the last calendar year? \*



A journal must publish at least 5 articles per year to stay in the DOAJ.

[22)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "articles_last_year_url-container" \o "Link to this question) Enter the URL where this information can be found \*



[23)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "waiver_policy-container" \o "Link to this question) Does the journal have a waiver policy (for developing country authors etc)? \*

YesNo

[25)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "digital_archiving_policy-container" \o "Link to this question) What digital archiving policy does the journal use? \*

* No policy in place
* CINES
* CLOCKSS
* LOCKSS
* PKP PN
* PMC/Europe PMC/PMC Canada
* Portico
* A national library 
* Other 

Select all that apply. Institutional archives and publishers' own online archives are not valid.

[26)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "digital_archiving_policy_url-container" \o "Link to this question) Enter the URL where this information can be found \*



This field is optional if you selected "No policy in place".

[27)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "crawl_permission-container" \o "Link to this question) Does the journal allow software/spiders to automatically crawl the journal content (also known as text mining)? \*

YesNo

[28)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "article_identifiers-container" \o "Link to this question) Which article identifiers does the journal use? \*

* None
* DOI
* Handles
* ARK
* Other 

[29)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "metadata_provision-container" \o "Link to this question) Does the journal provide, or intend to provide, article level metadata to DOAJ? \*

YesNo

If yes, metadata must be provided within 3 months of acceptance into DOAJ.

[30)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "download_statistics-container" \o "Link to this question) Does the journal provide article download statistics? \*

YesNo

If "No" proceed to question 32.

[32)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "first_fulltext_oa_year-container" \o "Link to this question) What was the first calendar year in which a complete volume of the journal provided online Open Access content to the Full Text of all articles? (Full Text may be provided as PDFs. Does not apply for new journals.) \*



Use 4 digits for the year, i.e. YYYY format.

[33)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "fulltext_format-container" \o "Link to this question) Please indicate which formats of full text are available \*

* PDF
* HTML
* ePUB
* XML
* Other 

Tick all that apply.

[34)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "keywords-container" \o "Link to this question) Add keyword(s) that best describe the journal (comma delimited) \*

* 34) Add keyword(s) that best describe the journal (comma delimited) \*

Maximum 6. Keywords must be in English. All keywords are stored in lowercase.

[35)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "languages-container" \o "Link to this question) Select the language(s) that the Full Text of the articles is published in \*

* 35) Select the language(s) that the Full Text of the articles is published in \*



You can select multiple languages.

Quality and Transparency of the Editorial Process

[36)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "editorial_board_url-container" \o "Link to this question) What is the URL for the Editorial Board page? \*



A journal must have an editor and an editorial board. Only in the case of Arts and Humanities journals we will accept a form of editorial review using only two editors and no editorial board. Where an editorial board is present, members must be clearly identifiable with their names and affiliation information.

[37)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "review_process-container" \o "Link to this question) Please select the review process for papers \*



[38)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "review_process_url-container" \o "Link to this question) Enter the URL where this information can be found \*



This field is optional if you have selected "None" above.

[39)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "aims_scope_url-container" \o "Link to this question) What is the URL for the journal's Aims & Scope \*



[40)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "instructions_authors_url-container" \o "Link to this question) What is the URL for the journal's instructions for authors? \*



[41)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "plagiarism_screening-container" \o "Link to this question) Does the journal have a policy of screening for plagiarism? \*

YesNo

If "No" proceed to question 43.

[43)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "publication_time-container" \o "Link to this question) What is the average number of weeks between submission and publication? \*



How Open is the Journal?

Please remember that **all** the content of the journal you are applying about **must** be available **immediately** upon publication.

[44)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "oa_statement_url-container" \o "Link to this question) What is the URL for the journal's Open Access statement? \*



Content Licensing

[Copyright & Licensing help](https://login.research4life.org/tacsgr1doaj_org/rights)

[45)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "license_embedded-container" \o "Link to this question) Does the journal embed or display licensing information in its articles? \*

YesNo

For more information go to <http://wiki.creativecommons.org/CC_REL>  
  
If "No" proceed to question 47.

[47)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "license-container" \o "Link to this question) Does the journal allow reuse and remixing of content in accordance with a Creative Commons license or *other* type of license with similar conditions (Select 'Other')? \*

CC BYCC BY-NCCC BY-NC-NDCC BY-NC-SACC BY-NDCC BY-SAOther 

For more information go to <http://creativecommons.org/licenses/>

[49)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "license_url-container" \o "Link to this question) Enter the URL on your site where your license terms are stated



[50)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "open_access-container" \o "Link to this question) Does the journal allow readers to *read, download, copy, distribute, print, search, or link to the full texts of its articles* and allow readers to *use them for any other lawful purpose*? \*

YesNo

From the [Budapest Open Access Initiative's definition of Open Access](http://www.budapestopenaccessinitiative.org/read).

[51)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "deposit_policy-container" \o "Link to this question) With which deposit policy directory does the journal have a registered deposit policy? \*

* None
* Sherpa/Romeo
* Dulcinea
* Héloïse
* Diadorim
* Other 

Select all that apply.

Copyright and Permissions

[Copyright & Licensing help](https://login.research4life.org/tacsgr1doaj_org/rights)

[52)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "copyright-container" \o "Link to this question) Does the journal allow the author(s) to hold the copyright without restrictions? \*

YesNo

[54)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "publishing_rights-container" \o "Link to this question) Will the journal allow the author(s) to retain publishing rights without restrictions? \*

YesNo

The qualifiers for the DOAJ Seal

DOAJ promotes best practice in Open Access publishing. To highlight journals that adhere to best practices, we have created the 'DOAJ Seal for Open Access Journals'.

The qualifiers for the Seal highlight features related to accessibility, openness, discoverability, reuse and author rights and have nothing to do with **the scholarly quality of the papers published**.

To qualify for the Seal the journal must:

1. have [an archival arrangement in place](https://login.research4life.org/tacsgr1doaj_org/application/new#digital_archiving_policy-container) with an external party (Question 25). 'No policy in place' does not qualify for the Seal.
2. provide [permanent identifiers](https://login.research4life.org/tacsgr1doaj_org/application/new#article_identifiers-container) in the papers published (Question 28). 'None' does not qualify for the Seal.
3. provide [article level metadata](https://login.research4life.org/tacsgr1doaj_org/application/new#metadata_provision-container) to DOAJ (Question 29). 'No' or failure to provide metadata within 3 months do not qualify for the Seal.
4. embed [machine-readable CC licensing information](https://login.research4life.org/tacsgr1doaj_org/application/new#license_embedded-container) in article level metadata (Question 45). 'No' does not qualify for the Seal.
5. allow [reuse and remixing of content](https://login.research4life.org/tacsgr1doaj_org/application/new#license-container) in accordance with a CC BY, CC BY-SA or CC BY-NC license (Question 47). If CC BY-ND, CC BY-NC-ND, 'No' or 'Other' is selected the journal will not qualify for the Seal.
6. have [a deposit policy registered](https://login.research4life.org/tacsgr1doaj_org/application/new#deposit_policy-container) in a deposit policy directory. (Question 51) 'No' does not qualify for the Seal.
7. allow [the author to hold the copyright without restrictions](https://login.research4life.org/tacsgr1doaj_org/application/new#copyright-container). (Question 52) 'No' does not qualify for the Seal.

One cannot apply for the Seal. The Seal is awarded based on the information provided in the application. If you have any questions about any of the qualifiers, contact us.

Your details

[56)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "suggester_name-container" \o "Link to this question) Your name \*



[57)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "suggester_email-container" \o "Link to this question) Your email address \*



[58)](https://login.research4life.org/tacsgr1doaj_org/application/new" \l "suggester_email_confirm-container" \o "Link to this question) Confirm your email address \*



SUBMIT

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