

現代政治経済研究所若手研究者英文校正料助成要領

1. 概要

本制度は、若手研究者が英文ジャーナルへ投稿を行う際に利用する英文校正サービスの料金の一部を現代政治経済研究所（以下、現政研）が助成するものです。

2. 対象者

早稲田大学大学院政治学研究科・経済学研究科博士・修士課程在籍の者（研究生も含む）とします。

3. 手続に必要な資料

現政研事務所に以下の書類を提出してください。

- ① 英語論文校正助成申請書
- ② ジャーナルへの投稿終了・投稿完了を示すメールの文面
- ③ 英文校正業者から受け取った領収書（領収書の宛名は当該補助制度の申請者と一致させること）並びに校正済み原稿

4. 助成の決定

助成の決定は、現代政治経済研究所運営委員会が組織する管理委員会（現政研所長と現政研管理委員から構成される）による審査にもとづき決定します。申請が採択された場合、事務局をとおして補助額を通知し、申請者の銀行口座に助成額を振り込みます。

5. 補助額及び補助回数

1論文につき15万円までを補助します（R&R・再投稿時の校正費も含みます）。一人の対象者が年度内に複数回申請することもできます。ただし、現政研の予算状況に応じて補助件数は弾力的に決定されます。

6. 助成を受ける上での注意事項

※助成を受けた内容に基づく「査読付きの英文ジャーナル」への投稿を必須とします。ただし、論文を投稿後に、ジャーナルに受理されなかった場合に、助成金を返還する必要はありません。

※補助の対象となる「査読付きの英文ジャーナル」として、ScopusやWeb of Scienceに掲載されているジャーナルを目安にしてください（fake journalにはくれぐれも気を付けてください）。ただし、それ以外のジャーナルへの投稿も、上記審査委員会が認めた場合は補助の対象となります。

※英文校正料の補助時期は投稿日以降となります。

※掲載料の支払いを受けているものや、学内誌・紀要への掲載は「対象外」とします。

※本助成制度は、対象者が共著者に含まれる共著論文も対象となります。

※助成開始時に本学に籍を有しないなど、助成対象ではなくなった場合、本助成を受けることはできません。

※論文のジャーナル掲載が決まり、現政研からサポートを受けたことを論文上に明記する場合は、例えば以下のようにお書きください: **I would appreciate Waseda INstitute of Political Economy (WINPEC) for financial support.**

※論文がジャーナルに掲載された場合、当該論文の別刷等（デジタルファイルも可）を1部、現政研事務所へ提出してください。

※校正業者の選定は、各自の責任において行ってください。

Waseda Institute of Political Economy Young Researcher English Proofreading Cost Subsidization Guidelines

1. Overview

This system makes it possible for young researchers to receive partial subsidization from the Waseda Institute of Political Economy (hereafter, “WINPEC”) for the cost of hiring English proofreading services when submitting papers to English journals.

2. Eligible Candidates

This system is available to students (including research students) currently enrolled in the Master’s or Doctoral Program of Waseda University’s Graduate School of Political Science or Graduate School of Economics.

3. Required Documentation

Please submit the following documents to the WINPEC Administrative Office.

- ④ English Language Paper Proofreading Subsidy Application
- ⑤ Email(s) containing content showing that the paper has been submitted to the journal
- ⑥ Receipt from the English proofreader (name on the receipt must match the name of the subsidy applicant) and the proofread original paper

4. Subsidy Decision

The decision on whether to provide a subsidy will be made based on the results of a review conducted by the administrative committee (comprised of the Waseda Institute of Political Economy’s Dean and Management Committee members) created by the Waseda Institute of Political Economy Steering Committee. If the application is approved, notification of the subsidy amount will be sent via the Administrative Office, and the subsidy will be transferred into the applicant’s bank account.

5. Maximum Number and Amount of Subsidies

A maximum of 150,000 yen can be subsidized per paper (this includes R&R and journal resubmission proofreading costs). An eligible candidate can apply multiple times in a single academic year. However, the number of subsidies actually provided will depend upon the budgetary situation of WINPEC.

6. Important Reminders and Cautions for Subsidy Recipients

*The paper submitted to the peer-reviewed English language journal must be based on the content of the paper for which the subsidy was received. However, there is no requirement to repay the subsidy in the event that the paper is rejected by the journal.

*Please study the journals listed on Scopus and Web of Science to get an understanding of what sort of criteria a peer-reviewed, English language journal must meet to be considered in

a subsidy application. (Take care to avoid submitting to fake journals.) However, the journal list on these two sites is not exhaustive, and submissions to other journals can be subsidized if accepted by the review committee mentioned above.

*Subsidies for English proofreading costs shall be paid after the date of paper submission.

*Papers for which other publication fee is paid or which are submitted to a publication not affiliated with an academic society (e.g. university bulletin) are not eligible for a subsidy.

*Jointly authored papers are also eligible for this subsidy.

*This subsidy is not available to those who become ineligible due to such factors as no longer being enrolled at Waseda University at the time the subsidy starts.

*In the event that a subsidized paper is accepted for publication in a journal, you are encouraged to mention this support at the start of the paper by including a statement along the lines of, "I would like to thank the Waseda Institute of Political Economy (WINPEC) for its financial support."

*In the event that a subsidized paper is published, please submit a printed copy (a digital file is also acceptable) of the paper to the WINPEC Administrative Office.

*It is up to the individual author(s) of the paper to select a proofreader.