

**KADİR HAS UNIVERSITY**  
**APPLICATION GUIDELINES FOR INCENTIVE PROGRAMS**  
**TO INTERNATIONAL SCHOLARLY PUBLICATIONS**

**Purpose and Scope:**

**Article 1** - The purpose of this application guideline is to determine the principles and procedures to encourage the publication of the works carried out by Kadir Has University full-time academic staff and students at an international standard, and the purpose covers the works to be executed for this purpose.

**Article 2** - (*Amended: Senate Resolution – 20/02/2019- 2019/02*) The international publications to be evaluated by Kadir Has University, comprise of full articles published in refereed periodicals indexed in Science Citation Index (SCI), Science Citation Expanded Index (SCI-EXP), Social Sciences Citation Index (SSCI) and Arts and Humanities Citation Index (AHCI) as well as the book or book sections published by “Renowned” International Publishing Companies listed in Appendix-1. Regarding the support of these articles; the journals included in the International Scientific Publication Incentive Program (UBYT) determined at the beginning of each year by The Scientific and Technological Research Council of Turkey (TÜBİTAK), whose 5-year impact factor average is 1 (one) and above are accepted. (This 5-year impact factor average requirement for journals in Faculty of Law is 0.6). Publications such as letter to the editor, case study presentation, technical note, discussion, book review, presentation, summary of research presentations etc. are outside the scope of this incentive guideline.

**Manner of Application:**

**Article 3** - (*Amended: Senate Resolution – 20/02/2019- 2019/02*) Those who wish to benefit from the incentive program, apply for their publications that meet the requirements in this guideline, by filling in the “Publication Incentive Form” through the web page of Directorate of Research and Development Resources.

**Evaluation:**

**Article 4** - (*Amended: Senate Resolution – 20/02/2019- 2019/02*) Publication Incentive Form is evaluated by Directorate of Information Center. The Directorate of Information Center reviews the “Publication Incentive Form” and attached publications submitted by the researchers in terms of compliance with this Guideline; determines whether the publication complies with any of the categories specified in Article 2 and submits it to the Directorate of R & D Resources. The related form is forwarded to the Rector's Office upon the approval of the University Research Board.

**Reward Amounts and Payment Principles:**

**Article 5** - (*Amended: Senate Resolution – 20/02/2019- 2019/02*) In order for an instructor and a researcher to be awarded for his/her publication within the framework of Article 2, the title of Kadir Has University should have been referred to as the registered address (workplace) of the author. In the event that the author refers to another institution or organization from Turkey other than Kadir Has University, the amount of incentive is reduced by 30%. Visiting fellow working at Kadir Has University within the scope of Kadir Has University Guidelines to Visiting Fellow Acceptance are granted an incentive for their publications, equal to that of the university staff, in case they refer to the university address in their publications.

**Article 6** - As a rule, an international publication shall be awarded within the year of its publication. However, in case an application is filed with an article published in the previous year; if this publication is found to be in compliance with the Guideline,

it shall be rewarded with the amount as of the year of publication. Older publications are not evaluated.

**Article 7** - (*Amended: Senate Resolution – 20/02/2019- 2019/02*) Regarding publications with multiple authors, the award is evenly shared among the authors. In the event that more than 1 staff/student affiliated to Kadir Has University participates in the study as a co-author, the application is filed jointly. For publications with over 5 co-authors, all authors of the KHAS University shall be awarded one-fifth of the standard incentive. For articles, co-written solely with Undergraduate and Post Graduate students, incentives are granted without sharing.

**Article 8** - (*Amended: Senate Resolution – 20/02/2019- 2019/02*) Only published work can be submitted with a request for support and the year of publication is taken into account for incentive payments. SCI, SCI-EXP, SSCI and AHCI indexed articles should be listed on the WEB of Science site.

**Article 9** - (*Amended: Senate Resolution – 20/02/2019- 2019/02*) Full articles, which are both published as of January 1, 2014, in the journals of the Web of Science (SCI, SCI-EXP, SSCI, AHCI) indices and are included in the TÜBİTAK UBYT list, *provided that they meet the impact factor requirements defined in Article 2*, are granted with 3 (three) times the amount of incentive bonus indicated in TÜBİTAK UBYT lists. For the journals which are not in the list of TÜBİTAK UBYT, the incentive amount of the journal in the same field, with an equivalent article influence score is used.

**Article 10** - (*Amended: Senate Resolution – 20/02/2019- 2019/02*) As of 01 January 2017; the authors of those books published by the “renowned” publishers listed in Appendix 1 and updated every year by Kadir Has University Senate, are granted an incentive bonus amounting to 2 (two) times the amount determined by taking the average of the highest and the lowest amount in the TÜBİTAK UBYT list. This amount is ½ (half) the amount determined by taking the average of the highest and the lowest amount in the TÜBİTAK UBYT list, for the authors of book chapters.

**Article 11**-(*Amended: Senate Resolution – 20/02/2019- 2019/02*) As of 01 January 2018; editors of compiled books published by the “renowned” publishers listed in Appendix 1 and special issue editors of journals indexed in Web of Science (SCI, SCI-EXP, SSCI, AHCI) are granted an incentive bonus equal to average of the highest and the lowest amount determined in the TÜBİTAK UBYT list.

**Article 12** – If an instructor or researcher is both the editor of the book and has written one or more sections within the same scope, the incentive bonus to be paid cannot exceed the amount determined in Article 10. of the same guideline.

**Article 13**- An author shall be paid an incentive bonus for a maximum of 10 (ten) works a year.

**Article 14**- Kadir Has University Rector decides on the matters not foreseen in this guideline.

**Provisional Article 1** Regarding the applications filed prior to 1 January 2017, the guideline dated 18.12.2013 shall apply.

**Effective Date:**

**Article 15** - This guideline, which was adopted at the meeting of the University Senate on 11.12.2017 shall enter into force on the same date and replace the guideline adopted by Kadir Has University Senate dated 21.12.2016.

**Execution:**

**Article 16-** This guideline is executed by the Rector of Kadir Has University.

**APPENDIX-1:  
LIST OF INTERNATIONAL PUBLISHING COMPANIES WHOSE  
SCHOLARLY PUBLICATIONS ARE EVALUATED IN THE “RENOWNED”  
CATEGORY**

| No. | PUBLISHING COMPANY                     | COUNTRY                 |
|-----|--|-------------------------|
| 1   | ABC-Clio Greenwood                     | USA                     |
| 2   | Actar Publications                     | Spain/USA               |
| 3   | Allen and Unwin                        | Australia               |
| 4   | Amsterdam University Press             | Netherlands             |
| 5   | Architectural Association Publications | England                 |
| 6   | Ashgate                                | USA                     |
| 7   | Basic Books, Inc.                      | USA                     |
| 8   | Beck                                   | Germany                 |
| 9   | Berghahn Books                         | England/USA             |
| 10  | BioMed Central Springer Nature,        | England                 |
| 11  | Blackwell                              | England/USA             |
| 12  | Bloomsbury Publishing                  | England                 |
| 13  | Bréal                                  | France                  |
| 14  | Brill                                  | Netherlands             |
| 15  | Cambridge Scholars Publishing          | England                 |
| 16  | Cambridge University Press             | England                 |
| 17  | Cengage Learning                       | England                 |
| 18  | Cengage Publisher                      | England/Netherlands/USA |
| 19  | Clarendon Press                        | England                 |
| 20  | Columbia University Press              | USA                     |
| 21  | Cornell University Press               | USA                     |
| 22  | CRC Press                              | USA                     |
| 23  | Daloz                                  | France                  |
| 24  | De Gruyter                             | Germany                 |
| 25  | Delft University Press                 | Netherlands             |

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|----|---|---|
| 26 | Duke University Press   | USA                                     |
| 27 | Duncker & Humblot   | Germany                                 |
| 28 | Edinburgh University Press  | England                                 |
| 29 | Editions Liaisons   | France                                  |
| 30 | Editions Réalités Sociales  | Switzerland                             |
| 31 | Edward Elgar  | England                                 |
| 32 | Elsevier  | England/Netherlands/USA                 |
| 33 | Emerald   | England                                 |
| 34 | European University Institute – Robert Schumann Centre for Advanced Studies | Italy                                   |
| 35 | Frank Cass  | England                                 |
| 36 | Georgetown University Press   | USA                                     |
| 37 | Harper & Row Publishers, Inc.   | USA                                     |
| 38 | Harvard University Press  | England/USA                             |
| 39 | Hollitzer   | Austria                                 |
| 40 | I. B. Tauris  | England                                 |
| 41 | IEEE Press  | USA                                     |
| 42 | IGI-Global  | USA                                     |
| 43 | Indiana University Press  | USA                                     |
| 44 | Intersentia   | United Kingdom and Belgium              |
| 45 | John Wiley  | USA                                     |
| 46 | Johns Hopkins University Press  | USA                                     |
| 47 | Jovis   | Germany                                 |
| 48 | Kegan Paul International  | England                                 |
| 49 | Kluwer  | Netherlands                             |
| 50 | L'Harmattan   | France                                  |
| 51 | Leiden University Press   | Netherlands                             |
| 52 | Librairie Générale de Droit et de Jurisprudence)                            | France                                  |
| 53 | Libri Publishing  | England                                 |
| 54 | Lit Verlag  | Germany/England/USA/Switzerland/Austria |
| 55 | Longman   | USA                                     |
| 56 | Lynne Rienner   | USA                                     |
| 57 | M.E.Sharpe Inc.   | USA                                     |
| 58 | Macmillan Publishers  | England                                 |
| 59 | Manchester University Press   | England/USA                             |

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|----|--------------------------------------|-------------|
| 60 | Manz                                 | Austria     |
| 61 | Mary Ann Liebert, Inc., Publishers   | USA         |
| 62 | McGill-Queen's University Press      | Canada      |
| 63 | McGraw-Hill                          | USA         |
| 64 | MIT Press                            | USA         |
| 65 | Mohr Siebeck                         | Germany     |
| 66 | NAI                                  | Netherlands |
| 67 | Naval Institute Press                | USA         |
| 68 | Nomos                                | Germany     |
| 69 | Norton                               | USA         |
| 70 | NYU Press                            | USA         |
| 71 | Ohio University Press                | USA         |
| 72 | Open University Press                | USA         |
| 73 | Oxford University Press              | England     |
| 74 | Palgrave Macmillan                   | USA         |
| 75 | Papazisis Publishers                 | Greece      |
| 76 | Pearson                              | England     |
| 77 | Penguen Books                        | England     |
| 78 | Pergamon Press                       | England     |
| 79 | Peter Lang Publishing Group          | Switzerland |
| 80 | Pluto Press                          | England     |
| 81 | Polity                               | England/USA |
| 82 | Praeger                              | USA         |
| 83 | Prentice Hall                        | USA         |
| 84 | Presse Universitaire d'Aix Marseille | France      |
| 85 | Presse Universitaire de France       | France      |
| 86 | Princeton University Press           | USA         |
| 87 | Random House Inc, New York           | USA         |
| 88 | Reaktion Books                       | England     |
| 89 | Rodopi                               | Netherlands |
| 90 | Routledge                            | England/USA |
| 91 | Routledge Cavendish                  | England     |
| 92 | Routledge Curzon                     | England     |
| 93 | Rowman and Littlefield Publishers    | England     |
| 94 | Sage                                 | England/USA |
| 95 | Schulthess                           | Austria     |

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|-----|---|-------------|
| 96  | Sideris Publishers                          | Greece      |
| 97  | Springer                                    | Germany     |
| 98  | Springer Verlag                             | Germany     |
| 99  | St. Martin Press                            | USA         |
| 100 | Stampfli Editions                           | Switzerland |
| 101 | Stanford University Press                   | USA         |
| 102 | State University of New York Press          | USA         |
| 103 | Swets Blackwell                             | USA         |
| 104 | Syracuse University Press                   | USA         |
| 105 | Taylor and Francis                          | England     |
| 106 | Texas University Press                      | USA         |
| 107 | UCL Press (University College London Press) | England     |
| 108 | University of California Press              | USA         |
| 109 | University of Chicago Press                 | USA         |
| 110 | University of North Carolina Press          | USA         |
| 111 | University of Ottawa Press                  | Canada      |
| 112 | University of Pennsylvania                  | USA         |
| 113 | University of Texas Press                   | USA         |
| 114 | University of Toronto Press                 | Canada      |
| 115 | University of Washington Press              | USA         |
| 116 | University Press Colorado                   | USA         |
| 117 | University Press of Minnesota               | USA         |
| 118 | Verso                                       | England     |
| 119 | Wallflower Press                            | USA         |
| 120 | Walter König                                | Germany     |
| 121 | Westview Press                              | USA         |
| 122 | Wiley Press                                 | England/USA |
| 123 | Wiley-Blackwell                             | England     |
| 124 | Wilfred Laurier University (WLU) Press      | Canada      |
| 125 | Wolf Legal Publishers                       | Netherlands |
| 126 | World Scientific Europe                     | England     |
| 127 | World Scientific Publishing Co., Inc.       | USA         |
| 128 | WW Norton                                   | USA         |
| 129 | Yale University Press                       | USA         |