

## Article Processing Charges (APCs) for *Science Advances* – How Authors from CRUI Consortium Members Can Apply an Affiliation Discount

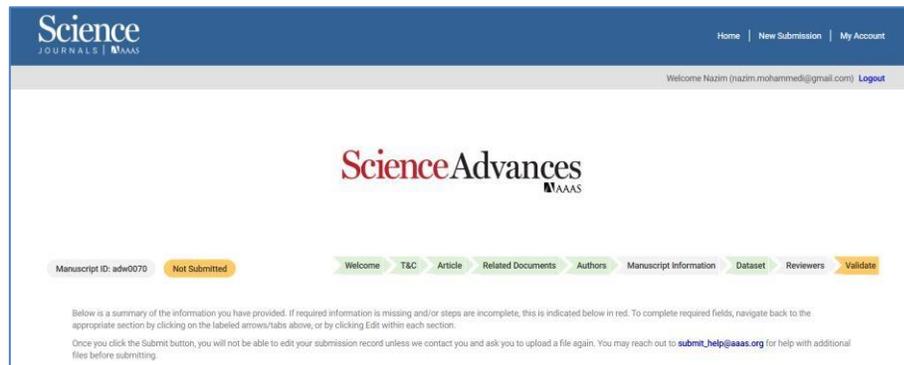
### Introduction

This document provides an overview for authors on how to apply an affiliation discount for *Science Advances*, the gold open access journal of the American Association for the Advancement of Science (AAAS). Please note that *Science Advances* only offers affiliation discounts on APCs to authors affiliated with select institutions. (For more information about *Science Advances*, see: [https://advances.sciencemag.org/.](https://advances.sciencemag.org/))

### How to Preview An APC and Affiliation Discount

**During submission.** When submitting a paper, the corresponding author(s) has the possibility of viewing the Publication Charges (APC) before submitting.

At the Validate stage (the last stage of Submission), scroll down to the Publication Charges section, and click on View Publication Charges. Follow the steps in How To Apply An Affiliation Discount to view the APC total and to confirm if the affiliation discount has been applied.:



### Publication Charges

*Science Advances* is an online-only, gold Open Access journal supported by Article Processing Charges (APCs) paid upon manuscript acceptance. Please click the 'View Publication Charges' button to see the base APC for your article. Your final APC may be different from the estimate, as a result of AAAS membership status or the length of your manuscript.

If you or your co-authors do not have the means to pay the APC, you may request a full or partial waiver through the journal's business office at [scienceadvancesstaff@aaas.org](mailto:scienceadvancesstaff@aaas.org). Please include your contact information, manuscript title, and manuscript number in any correspondence you send us. Waiver requests are considered on a case-by-case basis and *Science Advances*' editors are not involved in the decision-making process. Additional information on waivers, discounts, and license options can be found at <https://www.science.org/content/page/science-advances-licensing-and-charges>.

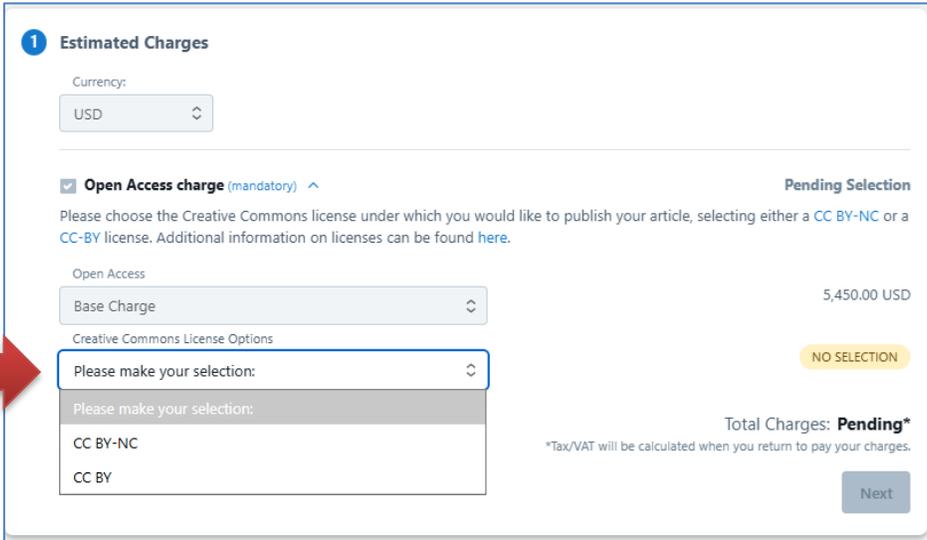
[View Publication Charges](#)



Click on View Publication Charges and follow the steps in “How To Apply An Affiliation Discount”.

## How To Apply An Affiliation Discount

1. **Access the Charge page.** Upon provisional acceptance, the corresponding author(s) will receive an email requesting APC payment and providing a link to the charge page on the RightsLink payment platform.
2. **Select a License** and click the “Next” button. Authors must select a publication license for their manuscript. *Science Advances* offers both [CC BY-NC and CC BY licenses](#). Authors should check with their funding body to see if they are required to publish under a CC BY license.
  - a. If the discounted affiliation has been entered into the manuscript record in our submission system, the discount will automatically apply.



**1 Estimated Charges**

Currency: USD

**Open Access charge (mandatory)** Pending Selection

Please choose the Creative Commons license under which you would like to publish your article, selecting either a [CC BY-NC](#) or a [CC-BY](#) license. Additional information on licenses can be found [here](#).

Open Access

Base Charge 5,450.00 USD

Creative Commons License Options

Please make your selection: NO SELECTION

Please make your selection:

- CC BY-NC
- CC BY

Total Charges: **Pending\***

\*Tax/VAT will be calculated when you return to pay your charges.

Next

3. **Select Institution.** In the Apply Discounts section, the institution used for an affiliation discount will appear in the “Your Institution” Box. The name that appears is the official [Ringgold](#) Organization Name.
  - a. If the affiliation that appears in the “Your Institution” box is not correct or not triggering a discount, it may simply be deleted and replaced with the correct institution name. Please see [section on the manuscript submission system](#) for more information on this.
  - b. In order for the affiliation discount to correctly apply, the author must select the institution that has the agreement with AAAS that grants them access to journal content, rather than their particular department or sub-body. For example, the author would need to select “**Centro Nacional de Biotecnología**” NOT “**Centro Nacional de Biotecnología Biblioteca**”.

**2 Estimated Discounts (optional)**

Please review the fields below to ensure that you receive all the discounts to which you are entitled.

Press the **Next** button to update the Total Due with any discounts.

Discounts are compounded sequentially with each discount reducing the subtotal generated by the previous discount. Discounts are applied in the following order: Country, Affiliation, Membership, Promotion Code.

**We have applied any promotions and discounts in accordance with the publisher's discount rules** X

APCs waived for corresponding authors in [Research4Life countries](#).

Spain No Discount

Membership Discount (Explore the benefits of membership [here](#))

Enter membership number No Discount

Your Institution

Centro Nacional de Biotecnología Pending

[Can't find your institution?](#)

**Promotion Code Discount:**

Enter any additional discount codes or promotion codes.

Enter a promo code Check Promo Code No Discount

Total Discount: **Pending**

Skip **Apply** Next

Estimated Total Due: **5,450.00 USD\***

Estimated Original Total Due: 5,450.00 USD

Estimated Total Discount: Pending\*

Tax: Pending\*

\*Tax/VAT will be calculated when you return to pay your charges.



- 4. Apply Discount.** Once the appropriate institution name has been located, click the blue “Apply” button.

**Completed**

Open Access: **Base Charge**

Creative Commons License Options: **CC BY-NC**

**2 Estimated Discounts (optional)**

Please review the fields below to ensure that you receive all the discounts to which you are entitled.

Press the **Next** button to update the Total Due with any discounts.

Discounts are compounded sequentially with each discount reducing the subtotal generated by the previous discount. Discounts are applied in the following order: Country, Affiliation, Membership, Promotion Code.

**We have applied any promotions and discounts in accordance with the publisher's discount rules** X

APCs waived for corresponding authors in [Research4Life countries](#).

Spain No Discount

Membership Discount (Explore the benefits of membership [here](#))

Enter membership number No Discount

Your Institution

Centro Nacional de Biotecnología **817.50 USD**

[Can't find your institution?](#)

**Promotion Code Discount:**

Enter any additional discount codes or promotion codes.

Enter a promo code Check Promo Code No Discount

Total Discount: **817.50 USD**

Skip **Apply** **Next**



- 5. Confirmation of institutional eligibility.** If the institution is eligible for a discount, the reduction in USD will appear instead of the “No discount” text.

### ✓ Estimated Charges

Completed

Open Access: **Base Charge**

Creative Commons License Options: CC BY-NC

Estimated Total Due: **4,632.50 USD\***

Estimated Original Total Due: 5,450.00 USD

Estimated Total Discount: -817.50 USD

Tax: Pending\*

\*Tax/VAT will be calculated when you return to pay your charges.

### ✓ Estimated Discounts (optional)

Completed

Your Institution: Centro Nacional de Biotecnología

### 3 Estimated Charges Summary

Charge Type	Price, USD	Discounts, USD	Tax/VAT*, USD	Total Due, USD
> <b>Open Access charge</b>	5,450.00	817.50 	0.00	4,632.50
<b>TOTAL</b>	<b>5,450.00</b>	<b>817.50</b>	<b>0.00</b>	<b>4,632.50</b>

\*Tax/VAT will be calculated when you return to pay your charges.

**Total Due: 4,632.50 USD**

No further action is required. When your article is accepted, you will receive further instructions for paying your fees.

**The process is now complete, and the discount will be applied**

## Author Affiliations in AAAS's Manuscript Submission System (CTS).

- a) Each manuscript record contains a list of authors as well as their affiliations. This is the source of the affiliation information used to apply discounts.
- Note: Depending on the stage of the submission, the view may differ from the screenshots below.

If our system was unable to extract your author list and you have more than 50 authors, please contact [submit\\_help@aaas.org](mailto:submit_help@aaas.org) for assistance.

To modify the order of authors listed, click on an author's number. This will allow you to re-order the authors.

A unique email address is required for each author as it will be their username. Once an email address is entered, it can only be updated by the account owner or staff.

[Add Institution](#)

No	First/Given name	Last/Family name	Email Address	(s)	Corresponding Author	Contributed Equally	Action
1.				<a href="#">Centro Nacional de Biotecnologia</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">✎</a> <a href="#">✕</a>

Name: Centro Nacional de Biotecnologia  
Street: (Empty)  
City: Madrid  
State: Community of Madrid  
Postal Code: (Empty)  
Country: Spain  
Ringgold ID: 54447  
ROR ID: 015w4v032

- b) To add an institution, click the edit icon next to the author's name.

If our system was unable to extract your author list and you have more than 50 authors, please contact [submit\\_help@aaas.org](mailto:submit_help@aaas.org) for assistance.

To modify the order of authors listed, click on an author's number. This will allow you to re-order the authors.

A unique email address is required for each author as it will be their username. Once an email address is entered, it can only be updated by the account owner or staff.

[Add Institution](#)

No	First/Given name	Last/Family name	Email Address	(s)	Corresponding Author	Contributed Equally	Action
1.				<a href="#">Centro Nacional de Biotecnologia</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">✎</a> <a href="#">✕</a>

Name: Centro Nacional de Biotecnologia  
Street: (Empty)  
City: Madrid  
State: Community of Madrid  
Postal Code: (Empty)  
Country: Spain  
Ringgold ID: 54447  
ROR ID: 015w4v032

- c) In the pop-up window that appears, click on the "Select Additional Institution" and then "If you do not see your institution listed, please click here to add a new author institution for this article."

### Update Author ✕

First/Given Name:

Last/Family Name:

Email:

First Author(s)

Corresponding Author

Contributed Equally

Below is a list of institutions associated with this author. You can add missing institutions by clicking on the Select Additional Institution button.

**Author Institutions:**

There are currently no author institutions.

[Select Additional Institution](#)

### Link Author Institution

Below is a list of institutions associated with this manuscript. Click on the checkbox to add additional institutional affiliations for this author.

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If you do not see your institution listed, please click [here](#) to add a new author institution for this article.

- d) Search for your institution in the resulting search box, select the correct institution from the search results, and click the “Select” button.
- Note: Affiliation discounts are based on Ringgold ID so make sure that the Ringgold ID result has been selected.
  - Note: It is possible to successfully search for the organization by its name in different languages and by acronym.

### Find Institution

Search by ID

Ringgold ID

ROR ID

Search by Name

Name \*

City

Country

⌵
✕

Use the fields on the left to search for your institution. Our system will suggest entries if it finds institutions that match what is listed in your manuscript files. The *Science* journals use [Ringgold](#) and [ROR](#) to identify institutions. Note: the system's naming convention may vary from what is in your manuscript file.

Select each correct institution from the lists below. If your institution appears in both Ringgold and ROR lists, please select both search results.

#### Ringgold

- [▶ \(54447\)](#)  
**Centro Nacional de Biotecnología**  
Madrid, Community of Madrid, Spain, 28049
- [▶ \(544184\)](#)  
**Centro Nacional de Biotecnología Biblioteca**  
Madrid, Community of Madrid, Spain, 28049
- [▶ \(824927\)](#)  
**Centro Nacional de Biotecnología Departamento de Biotecnología Microbiana**  
Madrid, Community of Madrid, Spain, 28049
- [▶ \(549520\)](#)  
**Centro Nacional de Biotecnología Departamento de Biología Molecular y Celular**

#### ROR

- [▶ \(015w4v032\)](#)  
**Centro Nacional de Biotecnología**  
Madrid, Spain
- [▶ \(03qxwgf98\)](#)  
**Centro de Ingeniería Genética y Biotecnología**  
Havana, Cuba