

University Grants Commission
Consortium for Academic and Research Ethics (UGC-CARE)

Format for recommendation of a new journal

Note

- Teaching faculty from universities should recommend the new journal along with their names
- If any university is the publisher then the declaration form should be signed by teaching faculty from other universities.
- Recommendations of new journal should be routed through universities and colleges as follows:
 - a. Universities: IQAC cell to respective regional UGC-CARE University
 - b. Affiliated colleges: College IQAC cell to parent university's IQAC cell. Parent university IQAC cell will forward to respective regional UGC-CARE university
- Incomplete forms without names and signatures of the competent authorities on the declaration form will not be considered

Recommended by: Name:.....

Affiliation: **Signature:**.....

UGC-CARE Protocol part I: Basic Information

Journal title (In English)			
Journal title (In Regional / Local language)			
Publication language			
Journal starting year			
Current issue	Year:	Vol.:	Issue:
Publishing frequency (e.g. Weekly / Monthly, etc.)			
Publication nature	<input type="checkbox"/> Print only <input type="checkbox"/> Online only <input type="checkbox"/> Both		
ISSN (e.g.1234-2345) (If not available then Type NA)			
E-ISSN (e.g.1234-3456) (If not available then Type NA)			
RNI number (if available)			
Remark (if any)			

Subject Details (Please add all subject details)

Discipline	Broad Subject	Focus Subject
Science		
Social Science		
Arts and Humanities		
Multidisciplinary		

Publisher's Information

Name of the publisher	
E-mail ID	
Contact No.	

Website	
Head office address	
Regional office address (if any)	

UGC-CARE List format

Editor Board Details (Please add all editors' details who are part of Editorial Board)

Editor 1	
Name of the editor	
E-mail ID	
Office / Residential address	
Mobile	
Role of the editor (Chief / Managing / Associate / Section)	
Home page of the editor	
Google Scholar profile of the editor	
SSRN profile of the editor	
ResearchGate profile of the editor	
Publications (If publications are not available online, then provide a list of 4 publications published during last 10 years) (Exclude papers published by the editor in the journals of which he / she is in-charge of the publishing company / trust / department)	
1.	
2.	
3.	
4.	

Editor 2	
Name of the editor	
E-mail ID	
Office / Residential address	
Mobile	
Role of the editor (Chief / Managing / Associate / Section)	
Home page of the editor	
Google Scholar profile of the editor	
SSRN profile of the editor	
ResearchGate profile of the editor	
Publications (If publications are not available online, then provide a list of 4 publications published during last 10 years) (Exclude papers published by the editor in the journals of which he / she is in-charge of the publishing company / trust / department)	

- 1.
- 2.
- 3.
- 4.

UGC-CARE List format

Declaration form

Date:

Place:

I hereby certify that I have carefully evaluated quality of the following journal and found it satisfactory to the best of my knowledge and also certify that the journal follows academic and ethical practices and is not predatory in nature.

Journal title:

Name of the publisher:

Recommended by

Name of the teaching faculty:

Name of the college / university:

Signature:

Stamp of the Institute:

Forwarded through

Name of the college / university:

Head of the IQAC cell:

Signature:

Stamp of the Institute:

(Incomplete forms without names and signatures of the competent authorities on the declaration form will not be considered)

UGC-CARE List format