



**frontiers**

2013

INSTITUTIONAL  
PLANS

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**[www.frontiersin.org](http://www.frontiersin.org)**

# 1

## MEMBERSHIP DISCOUNT

Institutions can opt to support Frontiers' vision by becoming members of the Frontiers supporters' group. By paying the applicable annual membership fee, institutions and their affiliated authors become entitled to a members' discount on all articles published by that institution's affiliated researchers. The institution decides on the level of membership it wishes to have and pays the relevant fee, while the author benefits from the discount applicable to that level of membership. Size of the institution is calculated by the total number of post-graduate and post-doctoral students, researchers and faculty members affiliated to that institution. The membership fees set out below are in Euros and are valid for 2013. Memberships activated during the year will be pro-rated.

A membership level can be increased during a year by payment of the pro rata portion (based on the portion of the year already elapsed) of the difference between the fees relating to the relevant supporter levels; the increased discount level will apply immediately to all articles accepted afterwards. The membership discount can be cumulated with all other institutional discounts, and it will be applied to the net fee after all other applicable discounts have been deducted. Frontiers will continue to seek other benefits to offer its supporting members.

Membership fees are not pre-payments and are not credited against article fees. However, memberships can be cumulated with pre-payment discounts.

| <b>Institution size<br/>Discount rate</b> | <b>Membership<br/>type</b> | <b>Very Small<br/>Institution<br/>&lt;500</b> | <b>Small<br/>Institution<br/>501-2000</b> | <b>Large<br/>Institution<br/>2001-5000</b> | <b>Very Large<br/>Institution<br/>5001&gt;</b> |
|---|----------------------------|---|---|--|--|
| 10%                                       | Silver member              | 1500  | 3500                                      | 7500                                       | 15000  |
| 20%                                       | Gold member                | 2500  | 6500                                      | 14000                                      | 27500  |

# 2

## PRE-PAYMENT DISCOUNTS

By pre-paying given amounts to be used as credit against future article publication fees, institutions can qualify for even higher discount levels. The larger the pre-payment is, the higher the discount. Authors can identify themselves as being affiliated with a given institution at submission; the institution receives a monthly statement of attributed articles for control purposes. Pre-payments remain valid without limit in time and can be topped up at any time.

Top-up payments will, upon receipt, be added to the remaining credit under any preceding pre-payments. The new prepaid balance will then determine the new level of discount applicable.

The pre-payment discount is applied to the net price which would otherwise be payable for publication, after deduction of special topic and/or editor discounts and any applicable membership discount.

Pre-payments are non-refundable but are without limit in time.

| Amount of prepayment | Discount rate |
|----------------------|---------------|
| Eur 25,000           | 5%            |
| Eur 50,000           | 8%            |
| Eur 100,000          | 10%           |
| Eur 250,000          | 15%           |

# 3

## CENTRAL INVOICING

**FREE**

Institutions may simplify their own internal procedures and thus reduce costs by opting to pay article publishing fees of their own affiliated researchers directly, with regular monthly invoicing. Authors can identify themselves as being affiliated with a given institution at submission; the institution receives a single monthly invoice and a statement of attributed articles for control purposes. Articles wrongly attributed or missed will be rectified in the following statement.

Any institution opting for central invoicing will automatically become a supporting member without the need for payment of a membership fee. Membership can at any point be upgraded in order to qualify for member discounts.

# FURTHER DETAILS CONCERNING INSTITUTIONAL PAYMENT PLANS

Any organisation, association or academic body can qualify as an “institution” for the purposes of these discounts and payment procedures presented in this offer.

Membership discounts, pre-payment discounts and central invoicing are applied to the net price payable after deduction of editor and special topic discounts, any author subsidies and any other discounts which may be introduced unless otherwise notified. The base (pre-discount) price for each article is the price applying at the date of submission of the article.

Membership and central invoicing discounts are per calendar year, any part-years being pro-rated starting from the activation month.

Submission, review and acceptance of articles and papers are all subject to Frontiers’ usual rules for these activities, as posted on the Frontiers website and as may be amended from time to time. Failure of articles or papers to qualify for publication shall not constitute or create a right to reimbursement of a pre-payment or any part of it, but the amount of the pre-payment of course remains available for another article.

Frontiers Media SA will rectify any errors as quickly as practicable following notification of the error and suitable verification by it. Evidence may be required. Frontiers Media SA will not be liable for any losses or damages arising from incorrect or incomplete information provided to it by authors or institutions. An article excluded from applicable discounts due to incomplete or incorrect information and then rectified in the following discount period will be included in that following discount period and not in the original period.

Frontiers Media SA reserves the right to amend or withdraw any discount scheme for new submissions by giving not less than two weeks’ notice on the Frontiers website ([www.frontiersin.org](http://www.frontiersin.org)). Any such change or withdrawal will not affect rights which have accrued prior to the effective date of withdrawal of the discount scheme. Thus, for example, any pre-payments would continue to attract the discount applicable at the time of the making of the pre-payment until exhaustion of the pre-paid amount, and membership discounts will continue to run until the end of the calendar year in which the withdrawal becomes effective. Amendments will not negatively affect rights accrued prior to the effective date of amendment. Amendments which increase the rate of discount may take effect immediately.

Each scheme is per institution. Separate institutions may not combine or aggregate pre-payments or membership status. Frontiers, acting reasonably, will determine the eligibility of aggregation or combination where semi-dependent status exists between two otherwise separate institutions.

Eligibility for any discounts is dependent on accurate completion of all information required on the attached form. An amended form can be sent at any time to adjust membership levels or amend other details.

Frontiers may publish the names of institutions supporting Frontiers’ mission on its website except where an institution has requested its identity not to be published.

Any dispute or disagreement should be referred to senior management of Frontiers Media SA and of the relevant institution before resorting to other dispute resolution means. Any disputes which the parties cannot resolve amicably shall be subject to the exclusive jurisdiction of the courts of the Canton of Vaud, Switzerland, to the exclusion of any other court or jurisdiction. All relations between the parties shall be governed by the laws of Switzerland.

# PLAN ACTIVATION FORM

Fax this form to +41 21 693 92 01, or scan and email to [institutions@frontiersin.org](mailto:institutions@frontiersin.org)

The institution named below hereby opts to activate the following membership and/or discount plan(s) (check relevant features).

## 1. Membership discount

We agree to be invoiced for the following amount:

EUR \_\_\_\_\_ (insert amount corresponding to size of institution and membership level selected).

We understand that this will entitle this institution to the discounts set out in the relevant scale on articles accepted for publication following receipt of our payment.

Size of institution:

- Very Small
- Small
- Large
- Very Large

Membership level:

- Silver
- Gold

Is this an amendment to an existing membership?

- Yes
- No

## 2. Pre-Payment Discounts

The institution opts to make a pre-payment of EUR \_\_\_\_\_. Please invoice us for this amount. We understand that this amount is non-refundable and that it can, until exhausted, be used to pay for articles accepted for publication on or after the date of submission of this form, without limit in time and that we can top it up at any time.

## 3. Central Invoicing

We would like to activate the central invoicing option, to receive a monthly statement for all articles submitted by our affiliated authors. This will apply to all articles accepted for publication on and after the date of correct and complete submission of this form.

### Please note:

No membership or discount will become activated without the following complete and accurate information being provided.

Institution name, as should appear on Frontiers website (max 30 characters)

We wish to receive periodic news of other initiatives of Frontiers

- Yes
- No

We agree to appear as a Frontiers Supporter on the public pages of the Frontiers website.

- Yes
- No

Place, Date \_\_\_\_\_

Signature \_\_\_\_\_

### Billing information

Institution \_\_\_\_\_

Department \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

Zip \_\_\_\_\_

State \_\_\_\_\_

Country \_\_\_\_\_

Contact \_\_\_\_\_

Email \_\_\_\_\_

Telephone \_\_\_\_\_