



Subscription Request Form for Electronic Resources & Continuing Resources

Date of Request: 202 . . .

Resource Type	Journal (<input type="checkbox"/>)	Web DB (<input type="checkbox"/>)	Magazine & Others (<input type="checkbox"/>)
Format	Print (<input type="checkbox"/>) / Electronic (<input type="checkbox"/>)	Origin	Domestic (<input type="checkbox"/>) / Overseas (<input type="checkbox"/>)
Title of Resource			
Publisher		ISSN	
Indexing Status	SCIE (<input type="checkbox"/>)	SSCI (<input type="checkbox"/>)	A&HCI (<input type="checkbox"/>)
	SCOPUS (<input type="checkbox"/>)	ERIH Category (<input type="checkbox"/>)	KCI (<input type="checkbox"/>)
Impact Factor (JCR)		Annual Subscription Fee	<small>※ To be filled out by the staff in charge</small>
Reason for Request	<small>※ Please describe the expertise and necessity of the resource in detail</small>		

Name		Affiliation	
Status (Ph.D, Professor, etc)		Student(Faculty) ID	
Contact		e-mail	
Advising Professor	Affiliation:	Name:	(Signature)
Department Chair	Affiliation:	Name:	(Signature)

○ Important Notes

1. Priority for subscription is given to scholarly resources listed in major citation databases, following the order of precedence below:
 - ① SCI(E), SSCI, A&HCI, ERIH Category A
 - ② SCOPUS, ERIH Category B or C
 - ③ KCI (Korea Citation Index) listed resources
 - ④ Scholarly resources not listed in the index DB

※ Note: However, this priority order is provisional, and the priorities might be changed if a specific journal is proved to have significant academic value/expertise.
2. Subscriptions are generally made on an annual basis. Requests for the following year must be submitted by **September 30th** of the current year.
3. Upon receipt of the application the library will conduct a suitability evaluation and budget review. Final decisions are made by the "Selection Committee" (chaired by the Library Director) by the end of December. Applicants will be notified of the results.
4. New subscriptions of academic resources that can be obtained through the DDS from other institutions (academic journals of each field that are owned by the "FRIC") may be put on hold.
5. For further details, please refer to the "Korea Univ. Library Electronic Resources & Continuing Resource Selection Guide"

○ Consent for Personal Information Processing

Items Collected	Name, Affiliation, Position, ID Number, Contact, E-mail
Purpose of Use	Identification of applicant and notification of results
Retention Period	1 year (if rejected) or 3 years (if selected)

※ Pursuant to Article 15 of the Personal Information Protection Act, we collect and use personal information only with the applicant's consent. Please be advised that failure to provide consent will restrict the processing of your application.

☞ Do you agree to the collection and use of personal information as stated above? Agree / Disagree