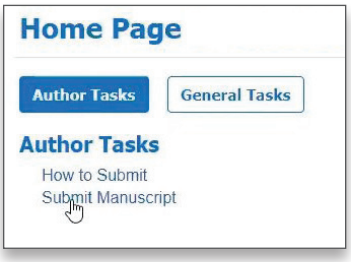
Read and Publish

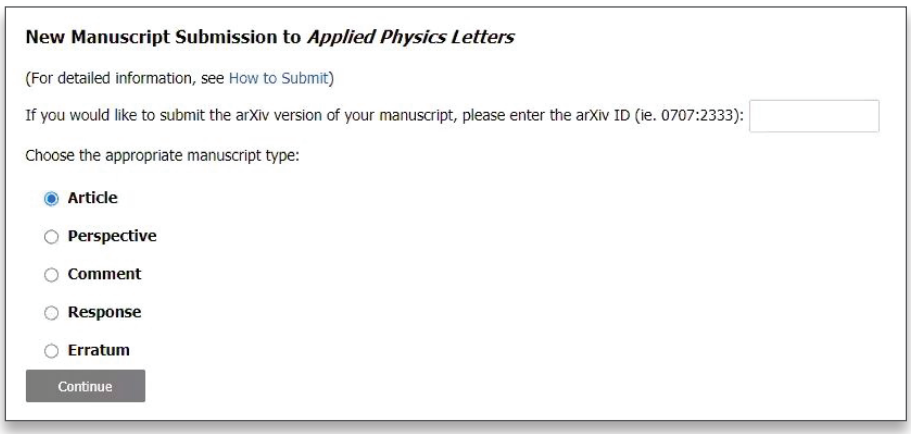
Guide For Authors

AIP Publishing has developed a seamless process for authors to make their articles open access (OA) as part of an institutional Read & Publish agreement. Just follow these simple steps.

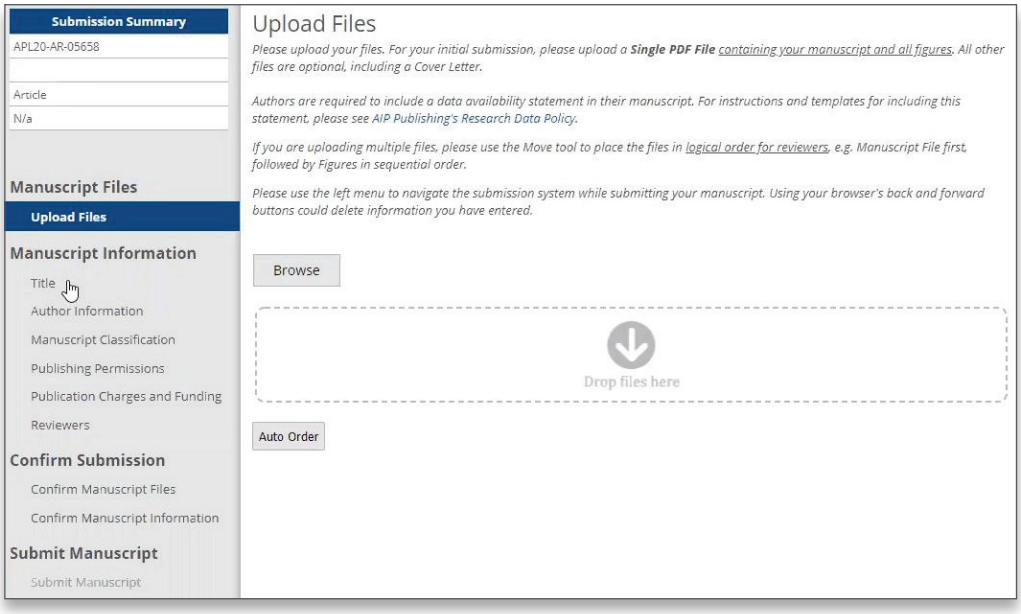
1 After logging in select "submit manuscript."



2 On the following screen you will need to select the type of manuscript you are submitting ("Article"), then "continue."



3 Upload your manuscript file(s).



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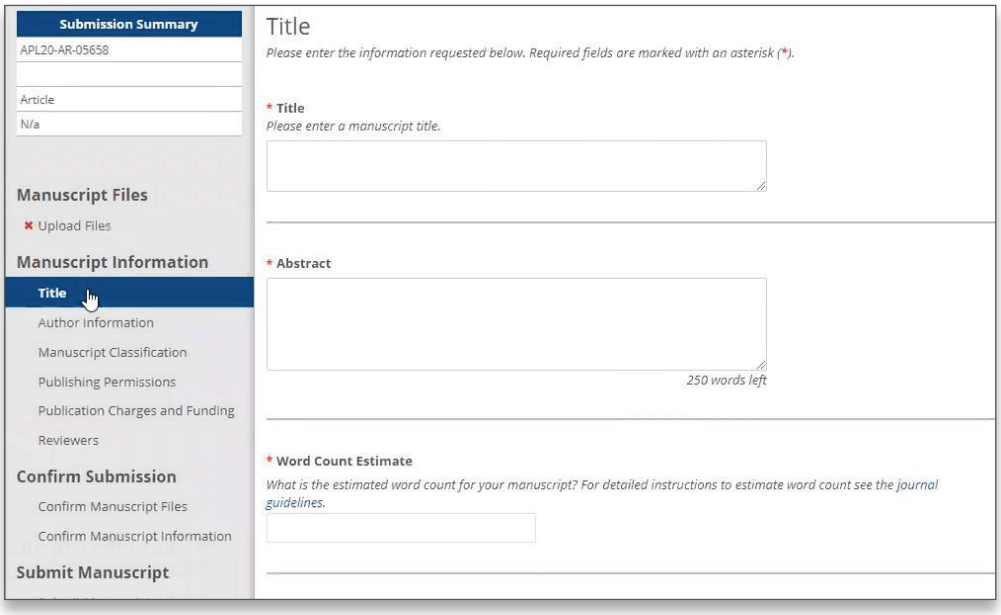
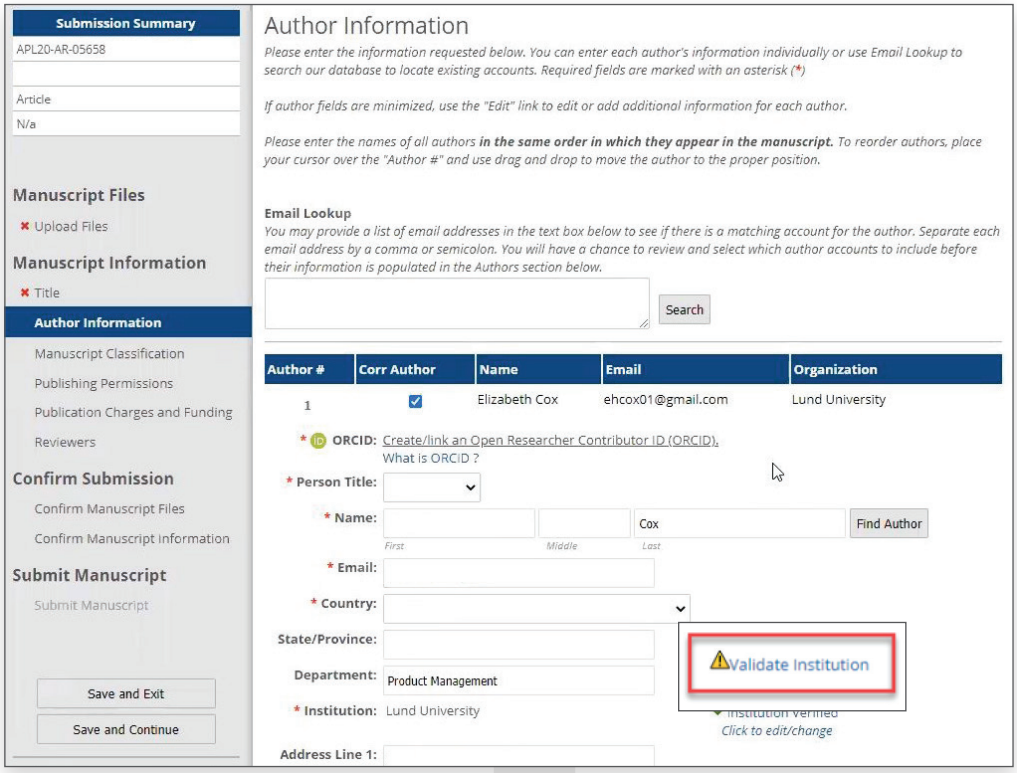
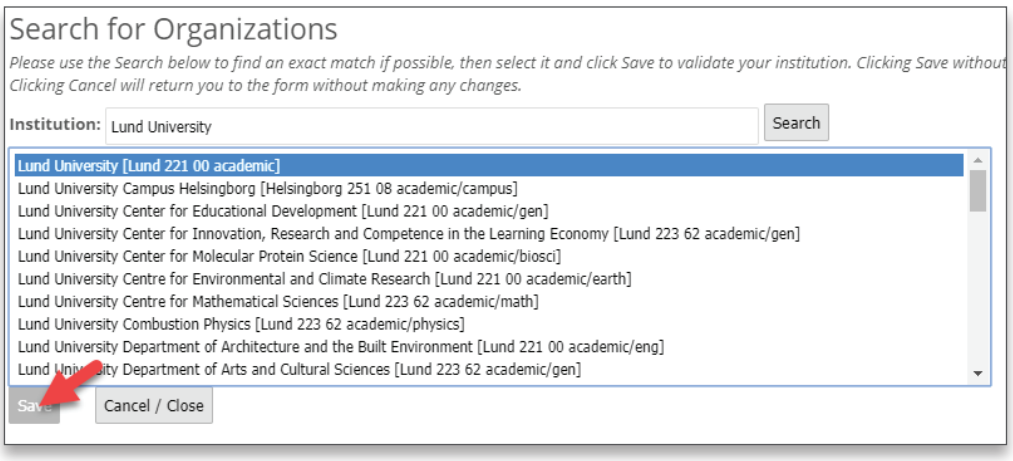
4 Provide some basic information about the article, including title and abstract.



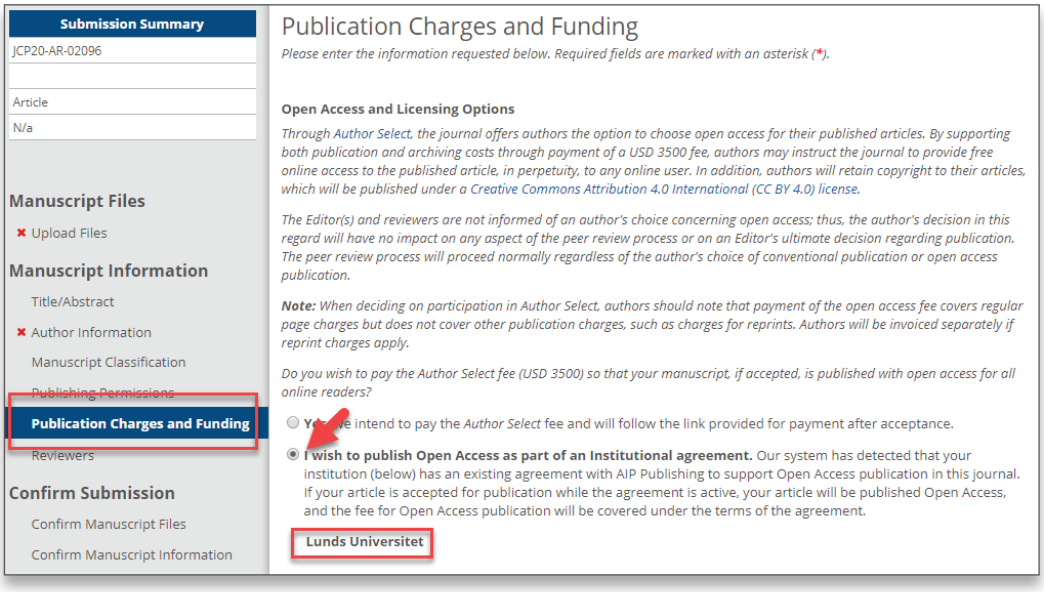
5 Provide the author information as requested, including name, email, postal address, ORCiD iD, and institution. Confirm your institutional affiliation by clicking on the “Validate Institution” button.



6 Select your institution from the menu.



7 Select the option "I wish to publish Open Access as part of an institutional agreement."



When an article is accepted for publication the system will check to verify the status of your institution's Read and Publish agreement.

If the agreement is still active, your institution will be notified to confirm that publication charges should be applied toward the agreement.

You will receive an invoice that shows that the APC has been paid for through their institutional Read and Publish agreement.

If the agreement has been exhausted or expired, you will be contacted with options for how to proceed with publication.

Visit publishing.aip.org/read-and-publish to:

- Verify if your institution has a Read and Publish agreement
- Learn more about publishing Open Access (OA)
- View and download tutorials and available resources

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