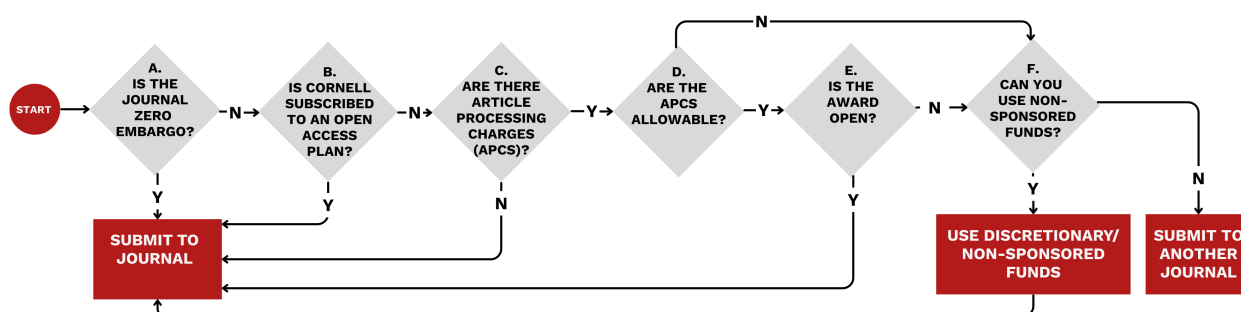




NIH Public Access Policy Checklist

As of July 1, 2025, NIH-funded articles must be deposited to PubMed Central (PMC) with zero embargo upon the date of publication. Below is guidance for researchers to submit to journals that align with this policy.

1. SELECT A JOURNAL



Read a journal's policies and check if the journal meets **one** of the following criteria:

- ☐ The journal is zero embargo. Check the following resources. Is the journal:
 - **Open Access/Zero Embargo:** In [DOAJ](#) or [JISC](#) lists.
 - **Author Accepted Manuscript (AAM) Deposit:** In this [WCM list](#) where authors can deposit AAMs to PMC with no additional fees.
 - **Auto-deposit to PMC:** In the [PMC journal list](#) with an Agreement Status of Active and Release Delay (Embargo) of Zero Months.
 - **Deposit to PMC by request:** In NIH's [Selective Deposit list](#).
- ☐ [Cornell](#) or [WCM](#) has a publisher agreement to cover Open Access costs.
- ☐ There are no Article Processing Charges (APCs). See: [Authors Alliance NIH FAQs](#).
 - ☐ OR: APCs are [allowable](#) NIH costs and the award is open.
 - ☐ OR: Pay APCs with discretionary/other non-sponsored funds.

2. INCLUDE NIH TERMS IN MANUSCRIPT

- ☐ [Include a clear, public-facing acknowledgement of NIH funding](#) in the Author Accepted Manuscript and Final Published Article.
 - “This manuscript is the result of funding in whole or in part by the National Institutes of Health (NIH). It is subject to the NIH Public Access Policy. Through acceptance of this federal funding, NIH has been given a right to make this manuscript publicly available in PubMed Central upon the Official Date of Publication, as defined by NIH.”
- ☐ Notify the journal/publisher that your article falls under the NIH policy.

3. SUBMIT TO JOURNAL

- ☐ Confirm the final Author Accepted Manuscript has been accepted for publication.



4. DEPOSIT TO PUBMED CENTRAL

- ☐ To comply with the NIH Public Access Policy, deposit articles one of three ways:
- **PI or Proxy:** You or a proxy (grad students, fellows, co-authors, or others) deposit the AAM to PMC upon the date of publication via the [NIH Manuscript Submission \(NIHMS\)](#) system.
 - **Journal Auto-deposit:** Journals with [agreements](#) auto-deposit the Final Published Article to PMC.
 - **Journal Deposit on Request:** [Selective Deposit journals](#) deposit the Final Published Article to PMC upon author request.

5. APPROVE MANUSCRIPT DEPOSIT

- ☐ Submit an [initial and a final approval](#) of the article in the NIH Manuscript Submission (NIHMS) system for all three deposit methods.
- ☐ (Optional) Update publications tied to your [ORCID](#) with the PMC ID for the article.
- ☐ After three months, confirm the article has a PMC ID. If not, [contact PMC](#).

QUESTIONS?

- ☐ Reach out to your [library liaison](#) or open-scholarship@cornell.edu.