

PUBLICATION ETHICS POLICY

The editorial policy of the journal *Ukrainian Linguistics Medieval Studies* is based on the principles of academic integrity, objectivity, and impartiality. The journal's activities aim to ensure high-quality scientific research through:

- rigorous selection of materials and mandatory double-blind peer review;
- adherence to collegiality in decision-making regarding publication;
- uncompromising protection of copyright and related rights.

ETHICAL STANDARDS AND OBLIGATIONS

1. The Editorial Board of the journal *Ukrainian Linguistics Medieval Studies*, published by the Institute of the Ukrainian Language of the National Academy of Sciences of Ukraine, ensures strict compliance with ethical norms at all stages of the editorial and publishing process.
2. In its activities, the Editorial Board is guided by the standards accepted by the global scientific community, including: the recommendations of the Committee on Publication Ethics (COPE) <https://publicationethics.org/>; the principles of the Publishing Ethics Resource Kit (PERK) <https://www.elsevier.com/editor/perk> by Elsevier; and the provisions of the Ethical Code of the Scientist of Ukraine <https://zakon.rada.gov.ua/rada/show/v0002550-09#Text>.
3. The Editorial Board of the scientific journal *Ukrainian Linguistics Medieval Studies* adheres to international ethical rules for scientific publications, which include the concepts of integrity, confidentiality, publication oversight, and the prevention of any forms of conflict of interest.
4. The Editorial Board encourages authors to maintain high standards in manuscript preparation, which implies research originality, data reliability, and correct citation of sources.

ETHICAL OBLIGATIONS OF THE EDITORIAL BOARD

1. **Decision-making and Responsibility.** The Editorial Board bears full responsibility for the content of the publication. All manuscripts undergo rigorous selection and double-blind peer review. The Editorial Board reserves the right to reject a manuscript or return it for revision; in such cases, the author must revise the article according to the reviewers' comments or provide a reasoned response.
2. **Objectivity and Equality.** When making publication decisions, the Editorial Board is guided by the validity of the data and the scientific significance of the work under consideration. The Editorial Board evaluates all submitted manuscripts impartially, regardless of the authors' race, religion, nationality, position, or institutional affiliation. The Editorial Board makes fair and unbiased decisions, independent of commercial or other interests, ensuring an honest peer-review process.
3. **Academic Integrity and Counteracting Misconduct.** The Editorial Board opposes falsification, plagiarism, multiple submissions of the same work to different journals, redundant publication (salami slicing), and misleading the public regarding the actual contribution of authors. If ethical violations are discovered after publication, the Editorial Board reserves the right to retract the article, with official notification to the author and the respective scientific institution.
4. **Confidentiality.** The Editor-in-Chief, editorial staff, and members of the editorial and publishing group or Editorial Board commit to not disclosing any information regarding the content of a manuscript under consideration to anyone other than those involved in its professional evaluation.

Unpublished data obtained from submitted manuscripts may not be used by editorial staff for personal purposes or transferred to third parties without the author's written consent.

5. **Conflict of Interest.** Editors and Editorial Board members must recuse themselves from considering manuscripts where they have a conflict of interest (financial, professional, or personal) arising from competition or collaboration with the authors.
6. **Open Access Policy and Copyright.** In accordance with Open Access principles, accepted articles are published freely on the journal's website. Copyright is retained by the authors. Users are guaranteed the right to read, download, copy, distribute, print, search, and link to the full texts of articles in the journal *Ukrainian Linguistic Medievalism*, provided that mandatory citation of the original source is maintained.
7. **Responsibility for Legal Compliance.** Preventing the publication of unlawful materials (copyright infringement, lack of data usage permissions, etc.) is the shared responsibility of every author, editor, reviewer, and publisher.
8. **Handling Complaints and Correcting Errors.** The Editor-in-Chief, together with the publisher, commits to responding promptly to complaints regarding manuscripts under review or published materials. In the event of a conflict, the editorial board takes measures to restore infringed rights, and upon discovery of factual errors, facilitates the publication of official corrections, clarifications, or retractions (erratum/corrigendum).
9. **Anonymity of Peer Review.** The Editorial Board ensures the full confidentiality of the names and personal data of reviewers throughout the manuscript evaluation process. In situations requiring an additional expert to resolve disputed issues, the new reviewer may be provided with the texts of previous reviews (without mentioning their authors' names) to ensure continuity and objectivity of the expert evaluation.

ETHICAL OBLIGATIONS OF AUTHORS

Authors of manuscripts submitted to the journal *Ukrainian Linguistics Medieval Studies* bear personal responsibility for the novelty, reliability, and originality of their research results.

1. **Originality and Prohibition of Redundant Publication.** Only original manuscripts that have not been previously published and are not under consideration by other journals are accepted for review. Simultaneous submission of a paper to several journals is considered a gross violation of publication ethics and is grounds for immediate withdrawal of the material from peer review.
2. **Prevention of Self-Plagiarism.** If certain elements of the manuscript have been published previously, the authors are obliged to provide a proper reference to the earlier work and justify the substantial difference of the new study. Verbatim copying or excessive paraphrasing of one's own works ("self-plagiarism") without proper scientific insight and new conclusions is unacceptable.
3. **Reliability and Accuracy of Data.** The primary duty of the author is to provide an accurate account of the research performed and an objective discussion of its scientific significance. The presented results must be clear and unambiguous, allowing other scientists to verify or reproduce the study. Any falsification of data or manipulation of results is inadmissible.
4. **Academic Integrity and Citation.** Authors must guarantee that the work was performed independently. In case of using fragments of works by other researchers or borrowing their statements, it is mandatory to provide correct bibliographic references indicating the primary source. Plagiarism in any form – from verbatim copying without quotation marks to the appropriation of other researchers' results – is unethical and leads to the rejection of the manuscript.

5. **Work with Source Material.** The author should cite those publications that have had a decisive influence on the essence of the work presented, as well as those that can quickly familiarize the reader with earlier studies important for understanding the current research. Articles of an exclusively compilative nature that do not contain the author's own analysis will not be considered by the editorial board.
6. **Responsibility.** Authors bear full responsibility for the content of the article, as well as the accuracy of the facts, quotations, names, and geographical locations provided.
7. **Co-authorship Criteria and Responsibility.** Only those individuals who have made a significant intellectual contribution to the conception, design, execution, or interpretation of the reported study may be listed as co-authors. The author submitting the manuscript guarantees that all persons meeting the authorship criteria are included in the list; all co-authors have seen and approved the final version of the article and have agreed to its publication.
8. **Disclosure of Conflict of Interest.** Authors are obliged to notify the editorial board of any financial or personal relationships that could be construed as having influenced the results or conclusions of the study. All sources of financial support (grants, subsidies, etc.) must be clearly stated in the text of the manuscript.
9. **Bibliography Formatting.** Authors must clearly identify the sources of all cited or presented information and properly format references to the literary sources used in the work in accordance with the requirements of DSTU 8302:2015 “Information and Documentation. Bibliographic Reference. General Provisions and Rules of Composition.”
10. **Right to Refuse Publication.** The Editorial Board reserves the right to reject a submission at any stage of consideration in the event of non-compliance by the authors with ethical principles, the technical requirements of the editorial office, or the presence of unresolved conflicts of interest.

ETHICAL OBLIGATIONS OF REVIEWERS

1. **Objectivity and Professionalism.** A reviewer is obliged to provide an unbiased assessment of the manuscript's quality, verify the accuracy of the facts presented, and ensure the work meets high scientific and literary standards. All conclusions must be convincingly justified without resorting to personal criticism.
2. **Respect for Intellectual Independence.** A reviewer should respect the scientific position of the authors, evaluating the quality of the arguments rather than the researcher's personal beliefs.
3. **Confidentiality and Non-Disclosure.** Peer review is conducted on a strictly confidential basis. A reviewer has no right to disclose information about the manuscript's content to third parties or use unpublished data for their own purposes without the author's written consent.
4. **Identification of Violations.** A reviewer should alert the editorial board to any substantial similarity between the manuscript and other published works, as well as any signs of plagiarism or data manipulation.
5. **Timeliness.** A reviewer undertakes to provide feedback within the deadlines set by the editorial office. If an expert cannot evaluate the work on time or feels a lack of qualification in a specific research topic, they must immediately notify the editorial board.
6. **Gratuitousness (Pro Bono).** Peer review of articles in the publication is carried out on a voluntary (unpaid) basis as a contribution to the development of global science.

QUALITY ASSURANCE REGULATIONS AND ADDITIONAL ETHICAL STANDARDS

Academic Integrity: All materials undergo mandatory screening for textual borrowings (plagiarism). For more details, see our **Plagiarism Policy** ([link](#)).

Corrections and Retractions: The Editorial Board is guided by COPE standards regarding amendments or the withdrawal of articles. Please review the **Retraction Procedure** ([link](#)).

Access and Archiving: To ensure permanent access to scientific achievements, the journal implements a long-term data preservation policy.

Digital versions of all issues are archived on the official website of the publication and in the digital repository of the Institute of the Ukrainian Language of the National Academy of Sciences of Ukraine. The Editorial Board supports a self-archiving policy: authors have the right to deposit the version of their published article (Publisher's PDF) in institutional repositories or on personal webpages with a mandatory link to the original in our journal.