

ACCEPTED
by Academic Council
of educational autonomous
nonprofit organization of higher
education

“Volzhsky University named after
V.N. Tatishchev”

Protocol № 06/20
30.09.



2020

CONFIRMED
by the Chancellor
of educational autonomous
nonprofit organization of higher
education

“Volzhsky University named after
V.N. Tatishchev”

V.A. Yakushin
30.09. 2020

Educational autonomous nonprofit organization
of higher education

“Volzhsky University named after V.N. Tatishchev”

Statute of Science Journal

“Vestnik of Volzhsky University named after V.N. Tatishchev”

Togliatti, 2020

1. GENERAL PROVISIONS

1.1. The founder of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" is an Educational Autonomous Non-profit Autonomous Organization of Higher Education "Volzhsky University after V.N. Tatishchev" (Institute).

1.2. The journal "Vestnik of Volzhsky University named after V.N. Tatishchev" is a royalty-free reviewed printed science periodical.

1.3. The journal "Vestnik of Volzhsky University named after V.N. Tatishchev" is published in Russian. The circulation of an issue of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" is no less than 500 copies.

1.4. The journal "Vestnik of Volzhsky University named after V.N. Tatishchev" has an international standard serial number (ISSN 2076-7919).

1.5. The journal "Vestnik of Volzhsky University named after V.N. Tatishchev" is registered as a mass media vehicle by the Federal Service for Supervision of Communications, Information Technology and Mass Media.

1.6. The journal "Vestnik of Volzhsky University named after V.N. Tatishchev" has the subscription index 66016.

1.7. The journal "Vestnik of Volzhsky University named after V.N. Tatishchev" is included into the system "Russian Science Citation Index" (RSCI).

1.8. The journal "Vestnik of Volzhsky University named after V.N. Tatishchev" since 2011 is included into the list of journals recommended by the Superior Certification Commission for publication of scientific works in purpose of defending one's Candidate's or Doctor's dissertations.

1.9. The consolidated form of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" is divided into three scientific fields: philological sciences, economic sciences and legal sciences. From January 01, 2019 the headings/sections of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" by branches of science/scientific directions, groups and their corresponding scientific specialties have been approved:

Industry/ scientific focus	Group	Specialisation
Philological sciences	10.01.00 Literary studies	10.01.01 Russian literature 10.01.10 Журналистика Journalism 10.01.03 Literature of foreign countries (American, English, German, French)
Economic sciences	08.00.00 Economics	08.00.05 Economics and management of national economy (by sectors and spheres of activity, including: economics, organisation and management of enterprises, sectors, complexes; innovation management; regional economics;

		logistics; labour economics; economics of population and demography; economics of nature management; economics of entrepreneurship; marketing; management; pricing; economic security; standardisation and product quality management; land management; recreation and tourism) 08.00.10 Finance, currency and credit 08.00.12 Accounting, statistics
Legal sciences	12.00.00 Law	12.00.01 Theory and history of law and state; history of the doctrines of law and state 12.00.02 Constitutional law; constitutional litigation; municipal law 12.00.03 Civil law; business law; family law; private international law 12.00.05 Трудовое право; право социального обеспечения Labour law; social security law 12.00.08 Criminal law and criminology; penal law 12.00.09 Criminal procedure 12.00.10 International law; European law 12.00.12 Forensic science; forensic science; operations and investigations 12.00.15 Civil procedure; arbitration procedure

1.10. The journal "Vestnik of Volzhsky University named after V.N. Tatishchev" is published 4 times a year (once a quarter), the journal issue is divided into volumes, taking into account scientific areas in accordance with the publication schedule for the year. Numbering of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" is carried out taking into account the quarterly publication, the year of publication is indicated next to it. The journal has additional gross numbering by scientific areas (since the first edition). Gross numbering is indicated on the back of the title page.

1.11. The Journal "Vestnik of Volzhsky University named after V.N. Tatishchev" may contain information of advertising nature (not more than 5% of the total volume).

1.12. To finance the preparation, publication and distribution of the Journal "Vestnik of Volzhsky University named after V.N. Tatishchev", the founder of the Journal may raise funds from individuals, legal entities, as well as Russian and foreign organisations and non-budgetary funds in accordance with the Russian Federation legislation.

2. POLICIES, AIMS AND OBJECTIVES

The editorial policy of the scientific journal is based on the principles of: scientificity, reliability, objectivity, professionalism, compliance with the norms of publishing ethics and consists in creating conditions for the publication, discussion of scientific papers, expansion of scientific communication, attracting young professionals to scientific work.

The main objectives of the activity of the editorial board of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" are:

- publication of the results of scientific research, exchange of opinions on various issues of philological, economic, legal sciences between researchers from different cities, regions and countries;
- ensuring interaction between representatives of different scientific schools (professors, teachers, academics, researchers, postgraduate, doctoral and undergraduate students);
- promotion of the scientific achievements of Russian scientists in the scientific community in our country and abroad, and the discovery and promotion of young scientific personnel.

The main objectives of the editorial board of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" are:

- publication of manuscripts reflecting the results of original open research works, theoretical and experimental research, highlighting the current state of certain areas of science and technology;
- promoting the development of scientific communication in higher education institutions, formation of scientific schools and directions around the journal, informational support for priority research, popularisation of progressive scientific ideas;
- interaction and involvement of leading foreign scientists and practitioners in publications and reviewing works;
- to provide an information platform for dialogue and knowledge exchange between leading scientists and practitioners.

3. THE STRUCTURE

3.1 The publication of the journal is managed by the editor-in-chief. The Editor-in-Chief forms the composition of the Editorial Board. It consists of the editor-in-chief, responsible editors for scientific areas, members of the editorial boards for scientific areas.

3.2 Editorial boards are created for three scientific directions: philological sciences, economic sciences and legal sciences.

3.3 Editor-in-Chief shall be approved and dismissed by the Rector's order.

3.4 Responsible editors for scientific directions, members of editorial boards are involved in the implementation of works by the order of the Rector of VUIT on the proposal of the editor-in-chief of the journal.

3.5 The Editor-in-Chief and responsible editors for scientific areas shall form an editorial board.

4. RESPONSIBILITIES OF THE MEMBERS OF THE EDITORIAL BOARD

4.1 Editor-in-Chief of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev":

- carries out general scientific management of the issue of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev";
- is responsible for compliance with the current legislation of the Russian Federation and fulfilment of the requirements of these Regulations;
- promotes attraction of leading scientists and highly qualified specialists to work on the journal "Vestnik of Volzhsky University named after V.N. Tatishchev";
- determines the numerical and professional composition of the Editorial Board;
- makes decisions on acceptance and rejection of materials submitted for publication in the Journal;
- controls quality and accepts documents from responsible editors on directions of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev";
- cooperates with Scientific electronic library and other Russian and foreign organisations on issues related to the journal activities;
- provides documents for timely updating the information about the journal on the official website of Volzhsky University named after V.N. Tatishchev;
- promotes distribution of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" by organising compulsory mailing, subscription through mass media;
- participates in making decisions on acceptance and rejection of materials submitted for publication in the journal "Vestnik of Volzhsky University named after V.N. Tatishchev";
- supervises the work of responsible editors by direction, work of the publishing house, printing house, library, observance of the journal's publication schedule, etc;
- is responsible for the quality of the content of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" and its scientific level;
- organises and supervises the reviewing of articles;
- promotes involvement of leading scientists and highly qualified specialists in the work on the journal "Vestnik of Volzhsky University named after V.N. Tatishchev";
- makes decisions on acceptance and rejection of materials submitted for publication in the journal;
- participates in making decisions on acceptance and rejection of materials submitted for publication in the Journal "Vestnik of Volzhsky University named after V.N. Tatishchev";

- finds out the results of the journal's citation rating, analyses the results and takes organisational measures to improve the efficiency of the editorial board's work, etc.

4.2 Responsible editor of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" in its scientific field:

- carries out scientific management of the issue of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" in his scientific direction;

- organizes the work on the acceptance and reviewing of articles in its scientific field;

- shares the responsibility for the scientific level of the journal and all its components in its scientific field with the editor-in-chief of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev";

- is guided in its work by the current legislation of the Russian Federation, decisions of the editorial board, the rector of OANO VUIT, and the editor-in-chief;

- promotes the involvement of leading scientists and highly qualified specialists in the journal in its scientific direction;

- participates in making decisions on acceptance and rejection of materials submitted for publication in the journal "Vestnik of Volzhsky University named after V.N. Tatishchev".

- is responsible for compliance with the schedule of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" at all stages of preparation and distribution;

- organises work with authors in their field to conclude contracts for scientific-publishing works from individuals and legal entities (Appendix 1a, b);

- organizes technical interaction with reviewers in its area;

- organises meetings of the editorial board of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" in its scientific area;

- organises acceptance, registration and storage of incoming materials and reviews, electronic typesetting, proofreading of manuscripts and their subsequent transfer to the journal editorial board for storage;

- submit manuscripts and author questionnaires to the publisher for electronic typesetting, proofreading;

- prepares statistical data on the journal's publication.

4.3. The member of editorial board of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev":

- participates in reviewing papers submitted for publication;

- promotes involvement of leading scientists and highly qualified specialists in work on the Journal;

- participates in making decisions on acceptance and rejection of materials submitted for publication in the journal "Vestnik of Volzhsky University named after V.N. Tatishchev";

- participates in meetings of the editorial board, editorial council.

4.4 The member of the editorial board of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev":

- participates in meetings of the editorial board, editorial council.

5. THE RULES FOR SUBMITTING, REVIEWING AND PUBLISHING SCIENTIFIC ARTICLES

5.1 The scientific article is submitted to the editor in charge of the scientific field in written form, signed by the author, as well as in electronic form to the appropriate e-mail address of the editorial board. Written form of the work is sent by mail or submitted by the author personally to the editorial board. Written form of scientific paper shall be accompanied by signed by the author(s):

1. a contract for scientific-publishing work,
2. author's note(s) (Appendix 2),
3. a full report on checking the manuscript for originality (not less than 75% when checked using the system "Anti-Plagiarism.HEI" or as close as possible to it by connecting the Internet search, Citation, Combined Collection modules on the website <https://www.antiplagiat.ru>),
3. Questionnaire(s) of the author(s) in Russian and English (Annex 3),
4. a copy of the payment receipt (except for full-time postgraduate students),
5. a certificate from the postgraduate school (for full-time postgraduate students).

5.2 Articles of full-time postgraduate students are published free of charge, subject to quotas. A postgraduate student must provide a certificate, certified by the postgraduate department, indicating the number of the order of enrolment and confirmation of training. Staff members of OANO VUIT have privileges when publishing articles in the journal. The number of free articles of postgraduate students in a separate issue is limited (no more than 1).

5.3 Information about the author(s) (in Russian and English) should be indicated in the texts:

- surname, first name, patronymic of the author(s) (in full);
- the place of work of all authors with the address for sending a printed copy of the journal by mail;
- Academic degree, academic rank;
- position(s);
- contact information (e-mail, cell and work phone numbers).

5.4 The scientific article shall contain:

- UDC and LBC;
- a title of the article (in Russian and English);
- an abstract (summary of the work, conclusions, 150-250 words) (in Russian and English);
- key words (not less than 10 words) (in Russian and English);
- the bibliography (15-25 sources);
- an article bibliographic references, designed in accordance with GOST R 7.05-2008 "Bibliographic References";
- a text of the article.

5.5 Requirements for the abstract.

The abstract should contain 150-250 words,

The abstract should state the aim and objectives, a summary of the work and the conclusions set out by the author in the article.

The abstract should be informative, reflect the main points and conclusions reached by the author of the article, should not contain unnecessary information.

The logic of the abstract should coincide with the logic of the presentation of the material in the article, the facts given in the abstract should follow one another.

The text of the abstract should be coherent, using cohesion words: "therefore", "moreover", "as a result", etc.

Summaries and assessments of the research results, conclusions drawn in the paper should be presented.

5.6 Writing requirements for an article.

The article should be structured and contain the main components: Introduction (relevance of the article, its contribution to science, including world science).

Research methods used by the author of the article.

The main part of the article (theoretical and practical relevance of the article, comparison of different points of view on the problem studied (domestic and foreign studies), the author's own view on the issue.

The results of the research and conclusions reached by the author.

Conclusion (summary of the article, correlated with the purpose stated in the introduction).

The article must not have been published before.

5.7 Bibliography and references.

The bibliography should contain 15-25 sources (including English-language sources);

The bibliography should be designed according to GOST 7.1 - 2003 "Bibliographic record. Bibliographic description";

Bibliographic references are to be formatted in accordance with GOST R 7.05-2008 "Bibliographic References";

Self-citation - not more than 2 sources.

5.8 The text formatting requirements:

- the text of the manuscript is provided in Microsoft Word for Windows *.doc format, page size A4;
- the orientation - portrait, without page numbering, without hyphenation;
- the margins: right, left, top, bottom 2,0 cm;
- the font Times New Roman;
- the type size 12;
- the line spacing 1;
- the indent 1 cm
- footnotes, page numbering, continuous numbering, font size 10, line spacing 1;
- the text alignment to width;
- the length of the manuscript: 8-12 pages in the indicated format. Otherwise, it is necessary to coordinate the volume of the article with the editorial board of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev";

- the title of the article in the centre, without indentation, in capital letters;
- to use the formula editor of Microsoft Office software package.

5.9 The publication reviews all materials received by the editorial board that are relevant to its subject for the purpose of peer review. All reviewers are recognized experts in the subject of the reviewed materials and have publications on the subject of the reviewed article within the last 3 years. Specialists with a Ph.D. and Doctor of Sciences degree in a relevant area of knowledge and who have published on the subject of the article within the last 3 years act as reviewers of the manuscript in a relevant field of knowledge and who have published a review article within the last 3 years. Members of the Editorial Board or external experts in the field can act as reviewers.

The Editor-in-Chief in charge of the field will submit the manuscript to the reviewer.

5.10. Within 30 calendar days, the reviewer submits a signed and stamped review in the form of Appendix 4 in hard copy to the responsible editor for the field.

5.11. A review is conducted according to the following criteria:

- the relevance of the theme;
- the scientific novelty;
- the theoretical and applied significance;
- the consistency, coherence and structure of the material;
- the argumentation of the main provisions of the work, conclusions.

5.12. After the reviewers submit their reviews, the editor-in-chief of the journal agrees the date of the meeting with the editor-in-chief and schedules the next meeting of the editorial board. The frequency of meetings of the editorial board shall be determined by the editor in charge.

5.13. At the meeting the editorial board shall review all materials and approve the final list of materials to be published in the next issue of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev". At the meeting, reviews are announced and a decision is made to publish, revise or reject the manuscript.

5.14. In case of disagreement when reviewing the material, the issue of publishing the material is decided by open vote of the members of the Editorial Board. The final decision is determined by a simple majority of votes. When the votes are equal, the chief editor's vote is decisive.

5.15. The Editorial Board does not review manuscripts if they do not meet the formal requirements.

5.16. The editorial board reserves the right to make editorial corrections and to reject a paper proposed for publication. With appropriate revision the article can be published. Articles rejected by the editorial board and submitted documents are not returned to the authors. The editorial board is not responsible for the accuracy of citations, references to legislation and information about the authors.

The opinion of the editorial board may not coincide with the scientific point of view of the author. The published materials of the journal "Vestnik of Volzhsky University named after V.N. Tatishchev" must not contain scientific and technical

information that contains information related to state, official or commercial secrets. The authors are fully responsible for the content of materials that should not have been published earlier in other printed publications.

If an author is found to have plagiarised an article, the journal will stop cooperating with him or her.

5.17. The editorial board sends the authors of submitted materials copies of reviews or a reasoned refusal.

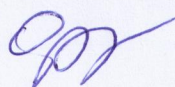
5.18. The responsible editor on referral submits the original review to the editor-in-chief of the journal for storage for 5 years in the editorial office of the journal.

5.19. In case the editorial board receives a request from the Ministry of Education and Science of the Russian Federation for a review, a copy of the review is sent to the e-mail address of the Ministry within 24 hours after receiving the request, a certified copy of the review is sent by registered mail within 3 working days.

5.20. Personal files of authors (article signed by the author, questionnaires, author's certificate, certificate-report on checking the manuscript for originality, original review, certificate from postgraduate school (for postgraduate students) are grouped in a folder (file) of a particular issue of a scientific journal. Cases are formed into folders in accordance with the Nomenclature of cases of the editorial office and are stored in cabinets. Article signed by the author, questionnaires, full report on the check of the manuscript for originality, reference from the postgraduate studies, author's references are stored in the editorial office for 1 year, the original reviews - for 5 years.

5.21. The editorial board of the scientific journal for the purpose of subsequent distribution of publications among the major library and information organizations delivers mandatory copies of issues of the scientific journal in accordance with Russian law, as well as in the library of the University (on loan and in the reading room).

Chief editor



O.Yu. Fedoseeva

Contract No. _____
for research and publishing work

Togliatti

_____ 20__

The Educational Autonomous Nonprofit Organization of Higher Education "Volzhsky University after V.N. Tatishchev" (Institute) (OGRN 1026302005014, hereinafter referred to as "Contractor", represented by Rector Yakushin Vladimir Andreyevich. V.N. Tatishchev University (Institute) (OGRN 1026302005014), hereinafter referred to as "Contractor", represented by Rector Yakushin Vladimir Andreyevich, acting on the basis of the Charter, on one hand, and

_____ ,
hereinafter referred to as "Customer", passport series _____ № _____ issued by

_____ ,
on the other hand, hereinafter referred to as "Parties", have concluded this Agreement as follows:

1. THE SUBJECT OF THE CONTRACT

1.1 Under this Contract the Contractor undertakes to carry out scientific and publishing work related to the publication of _____ (_____) scientific article(s) (hereinafter referred to as the article) in the scientific journal "Vestnik of Volzhsky University named after Tatishchev

V.N. Tatishchev" No. _____ 20__ in accordance with the established requirements of VAK, editorial board, scientific direction and rubric of the journal (posted on <http://vuit.ru/science/vestnik/rules.php>), and the Customer undertakes to accept and pay for the work.

1.2 Scientific-publishing works include reviewing of scientific article(s), formation of electronic publication layout, duplication of publication, transfer of electronic version to the Scientific Electronic Library for formation of the Russian Science Citation Index and other electronic libraries.

1.3 The volume of the submitted article(s) should be from 8 (eight) to 12 (Twelve) pages of typewritten text. Quality and technical execution of the work must comply with established technological requirements and norms.

1.4 Term of execution of scientific-publishing work under this Contract:
from "___" _____ 20__ to "___" _____ 20__

2. THE CONTRACT PRICE

2.1 The price of the Agreement shall be _____ (_____) roubles 00 kopecks, including 20% VAT. If the volume of the article(s) is exceeded (see clause 1.3), the price of the Agreement is _____ (_____) roubles 00 kopecks, including _____ (_____) roubles 00 kopecks for each page exceeding the set volume.

2.2 Price specified in Clause 2.1 of this Contract includes the cost of work to be performed, reviewing 1150 (one thousand one hundred and fifty) roubles, mailing of mandatory copies of the Journal in accordance with the legislation, payment of taxes and other mandatory payments established by the current legislation of the RF, as well as delivery of one copy of the Journal to the Customer by registered postal parcel by Russian Post to the address specified by the Customer when providing the article.

2.3 The price of the Agreement, specified in clause 2.1 of this Agreement, is fixed and determined for the entire term of the Agreement.

3. SETTLEMENT PROCEDURE

3.1 Payment for work shall be effected by the Customer in roubles.

3.2. The Customer shall pay in advance equal to 100% (One hundred percent) of the Contract amount either by cashless transfer to the settlement account or by cash deposit to the Contractor's cash office within five banking days from the date of signing of this Contract.

3.3 The Customer's obligation to pay for the work shall be deemed to have been duly fulfilled from the moment the relevant cash funds are credited to the Contractor's settlement account or cashier's office.

3.4 The Contractor shall send a copy of the magazine by postal parcel to the Customer's address. If the postal parcel containing the journal is returned to the Contractor, the Contractor shall resend the journal to the Customer by registered post by cash on delivery if the return is due to the Customer's fault, and at his own cost if the return is due to the Contractor's fault.

3.5 If the article is withdrawn by the author before it has been reviewed by a reviewer, the author receives a full refund. If a review with significant comments or rejection of the article by the reviewer is sent to the author of the article and the author does not agree with the reviewer's comments and refuses to take them into account, then he will receive a refund after deducting the cost of review - 1150 roubles on application.

4. RIGHTS AND OBLIGATIONS OF THE PARTIES

4.1 The Contractor shall:

4.1.1 Perform the work specified in clause 1.1 of this Contract in accordance with the requirements of the Contract.

4.1.2 If he/she reveals non-compliance of the submitted article(s) with the requirements, which can affect the quality of the magazine, suspend the work and inform the Customer immediately.

4.1.3 To send the electronic layout of the magazine to the Customer for final approval. To eliminate the deficiencies caused by the Contractor at his own cost and expense within the period agreed by the Parties.

4.1.4 Notify the Customer of the readiness of the magazine by e-mail, the address of which is indicated in the questionnaire by the Customer.

4.1.5 Use the article(s) provided by the Customer only for work under this Contract.

4.1.6. provide the Customer with information about the progress of the Contract at the request of the Customer within 2 (two) working days from the moment of receipt of the respective request within the entire term of the Contract.

4.2 The Contractor has the right to:

4.2.1 When reviewing a manuscript, perform an originality check using the "Anti-Plagiarism.Expert" system at <https://www.antiplagiat.ru>),

4.2.2. involve third parties in execution of the work.

4.3 The Customer shall:

4.3.1 Provide original scientific article(s), designed in accordance with the requirements (availability and scope of abstract, keywords, bibliography list, etc.; compliance with GOST for the design of typewritten text, bibliography, etc.).

4.3.2 If the editorial board of the scientific journal detects deficiencies in the submitted scientific article(s), remove them within the period agreed by both Parties.

4.3.3 Pay for the Contractor's work in accordance with the terms of this Agreement.

4.3.4 Provide the Contractor with a package of necessary documents: article(s), author(s) forms (in Russian and English languages), this Agreement (2 copies), full report on manuscript originality check (not less than 75% when checked with the help of "Anti-plagiarism. HEI" system or as close to it as possible by connecting Internet search modules, Citation, Joint Collection on the website <https://www.antiplagiat.ru>), author's certificate signed by the author(s); copy of the payment receipt, certificate from the postgraduate school (for full-time postgraduate students).

4.3.5 If the Customer identifies deficiencies in the electronic layout of the journal in the submitted scientific article(s), inform the editorial board about it within 5 (Five) working days from the date of sending the electronic journal layout(s) to the Customer by the Editorial Board.

4.4 The Customer has the right:

4.4.1 Demand information from the Contractor about the progress of the Contract.

4.4.2 To withdraw an article which has not been reviewed.

5. PROCEDURE AND TERM OF WORK PERFORMANCE

5.1 The Customer shall send a package of documents to the Contractor electronically to the e-mail address of the magazine editorial board (item 4.3.4). Originals of all required documents shall be sent by mail or handed personally by the author to the editorial office of the magazine not later than one month prior to the issue publication according to the approved schedule provided on the website of the magazine.

5.2 If the Customer complies with the Requirements to the content of the article(s), corrects reviewer's comments (if any) in time, provides necessary documents, the Contractor shall publish the article(s) provided by the Customer and send one copy of the journal issue by post within the period specified in clause 1.4 of this Contract.

5.3 In case of impossibility to include the submitted article(s) in the current issue of the scientific journal by agreement of both Parties the submitted article(s) shall be included in the next issue of the journal in the given scientific field.

6. PROCEDURE FOR ACCEPTANCE OF WORK

6.1 Representatives of both Parties accept the results of completed scientific-publishing work. During acceptance the compliance of the volume and quality of the publication to the requirements of the editorial and conditions of this Contract shall be checked.

6.2 The Customer shall send a motivated claim to the e-mail address of the editorial office within 2 (two) working days from the date of receipt of the parcel and in case of detection of poor quality work performed by the Contractor.

6.3 The work shall be considered accepted if the Customer has not received a motivated claim to the e-mail address of the editorial office within 30 (thirty) calendar days.

7. RESPONSIBILITIES OF THE PARTIES AND WARRANTIES

7.1 The Contractor shall be responsible for the conformity of the manufactured article(s) provided by the Client. If poor quality and/or non-compliant with the article(s) supplied by the Purchaser is produced, the Purchaser may require the Contractor to remedy the fault within an additional period agreed between the parties, free of charge.

7.3 In all other cases of default under the Contract the Parties shall be liable in accordance with the current laws of the Russian Federation.

8. FORCE MAJEURE

8.1 The parties shall be released from liability for partial or full non-performance of obligations under this Contract which was caused by force majeure circumstances (fire, flood, epidemic, earthquake, etc.) occurring after the conclusion of the Contract, which the parties could not foresee or prevent by reasonable measures.

8.2 In the event of force majeure, the Contractor shall notify the Purchaser in writing (by registered letter with notice) of the occurrence of such circumstances, declaring it impossible to fulfil its obligations for that reason.

The notification shall contain information about the nature of the circumstances and an assessment of their effect on the ability to fulfil obligations under this Contract.

8.3 Failure to give notice of a force majeure within thirty (30) days of its occurrence shall deprive the Contractor affected by such circumstances of the right to rely upon it as a ground for failure to perform its obligations under this Contract.

8.4 If, as a result of force majeure, the terms of this Contract are not fulfilled for more than one month, the parties shall have the right to terminate this Contract prematurely.

9. SETTLEMENT OF DISPUTES

9.1 Disputes arising in connection with the performance of this Agreement shall be resolved by the Parties through negotiations.

9.2 If the result of negotiations is not reached, the Parties shall submit the dispute to the court in accordance with the procedure established by the current legislation of the Russian Federation.

9.3. Termination of this Agreement shall not relieve the Parties from the performance of the obligations provided by it, which have not been performed at the time of termination, as well as from liability for breach of obligations, in terms of financial obligations until their full performance.

9.4 All disputes and disagreements that may arise from the contract, the parties will endeavour to resolve by sending a written claim. The deadline for consideration and reply in writing is 10 days from receipt of the complaint. In the event of failure to respond to the claim within the deadline, and if the disputes and differences cannot be resolved by the claim procedure, they shall be resolved by the arbitration court at the defendant's location.

10. OTHER CONDITIONS

10.1 The documents sent by e-mail, fax by one Party to the other Party may be used as written evidence in court until the original copies of the documents are received by the Parties.

10.2 The Parties shall notify each other immediately of any change in their details by registered letter with return receipt requested. In the event of failure to do so, the Parties shall not be liable for any possible consequences.

11. TERMS OF CONTRACT EXECUTION

This Contract shall come into force upon signature and shall remain in force until

"__" _____ 20__ г.

This Agreement shall apply to legal relations between the Parties arising from "__" _____ 20__.

12. ADDRESSES, DETAILS AND SIGNATURES OF THE PARTIES

This Contract has been signed in two identical counterparts having the same legal force, one for each Party.

Contractor: OANO VO "VUiT" 16 Leningradskaya St., Togliatti, 445020 INN 6323033283 KPP 632401001 Povolzhsky Bank Sberbank of Russia PJSC, Samara BIK 043601607 CODE 80.30.1 OKPO 40977236 P/S 40703810754280100203 k/c 301018102000000607 tel: 8 (8482) 48-76-11 Rector _____ V.A. Yakushin	Customer: _____ _____ year of birth: _____; passport: series: _____ no. _____; issued by _____ _____. _____. registered _____ _____. _____ _____/_____/_____ (Signature) (Transcript)
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Contract no. _____
for the performance of scientific-publishing work

Togliatti

" ____ " _____ 20__

The Educational Autonomous Nonprofit Organization of Higher Education
"Volzhsky University after V.N. Tatishchev" (Institute) (OGRN 1026302005014), hereinafter referred to as the "Contractor", represented by Rector Vladimir Andreevich Yakushin, acting on the basis of the Charter, on the one hand, and

_____, hereinafter referred to as the "Customer", represented by _____, acting on the basis of _____, on the other hand, hereinafter jointly referred to as the "Parties", have concluded this Contract as follows:

1. SUBJECT MATTER OF THE CONTRACT

1.1 Under this Contract the Contractor undertakes to execute and the Customer undertakes to accept and pay for the following scientific and publishing work:

Reviewing and printing of ____ (_____) article(s) (hereinafter referred to as Publication_) in the scientific journal "Vestnik of Volzhsky University named after V.N. Tatishchev" № _____ 20__, according to the materials provided by the Customer to the following author(s):

-

_____ ;

-

1.2 The quality and technical execution of the work shall comply with the technological requirements and standards.

1.3 The Contractor shall use his own raw materials and supplies. The cost of raw materials and supplies shall be included in the price of the work as stipulated in this Contract.

1.4 Period of execution of editorial and publishing works under this Contract: from " ____ " _____ 20__ to " ____ " _____ 20__.

2. PRICE OF THE CONTRACT

2.1 Total cost of works to be performed under this Contract is _____ (_____) roubles 00 kopecks, including 20% VAT - _____ (_____) roubles 00 kopecks.

2.2 Price specified in clause 2.1 of this Contract includes the cost of work to be performed, reviewing, mailing of mandatory copies of the Journal in accordance with the legislation, payment of taxes and other mandatory payments established by the current legislation of the Russian Federation, as well as delivery using the Russian Post 1 copy of the Journal to the author (co-authors) of the publication, with delivery to the location of the Customer.

2.3 The price of the Agreement, specified in clause 2.1 of this Agreement, is fixed and determined for the entire term of the Agreement.

3. PAYMENT PROCEDURE

3.1 Payment for work shall be made by the Customer in roubles by bank transfer to the Contractor's account.

3.2. The Customer shall pay in advance equal to 100 % (One hundred per cent) of the Contract amount by way of transfer of funds to the Contractor's settlement account within five banking days from the date of signing of this Contract.

3.3 If a motivated refusal is sent to the Contractor to sign the Certificate of Acceptance, the payment for the work under the Contract shall be made within 3 (Three) working days from the date of remedial action and signing of the Certificate of Acceptance for the completed work after the remedial action has been taken.

3.4 The Customer's obligation to pay for the completed work shall be deemed to have been duly fulfilled from the date of receipt of appropriate funds in the Customer's current account.

4. RIGHTS AND OBLIGATIONS OF THE PARTIES

4.1 The Contractor shall:

4.1.1 Perform the work specified in clause 1.1 of this Agreement in accordance with the requirements of the Agreement.

4.1.2 agree the design of the Original Layout with the Customer, as well as other essential matters of content.

4.1.3. remove the defects through his fault with his own efforts and at his own expense within the term agreed by the Parties.

4.1.4 In the event of detection of unsuitability, poor quality of provided materials, which can affect the quality of the publication, suspend work and immediately inform the Customer.

4.1.5 To carry out compulsory distribution of one mandatory copy of the magazine in accordance with the current legislation.

4.1.6 To notify the Customer of the readiness for publication by fax or e-mail address given in the Customer's details.

4.1.7. Use the materials provided by the Customer only for editorial and publishing activities under this Agreement.

4.1.8. provide information about the progress of this Contract at the Customer's request within 2 (two) working days from the moment of receipt of a corresponding request, throughout the term of this Contract.

4.2 The Contractor has the right to:

4.2.1 Engage third parties to perform the work.

4.3 The Customer is obliged to:

4.3.1 Accept and pay for the results of work in accordance with the terms and conditions of this Contract.

4.3.2 Provide the Contractor with the texts of the Customer's author(s) (employees) within the period defined in Clause 5.1 of this Agreement.

4.3.3 Upon receipt of the Acceptance Act from the Contractor, to send to the Contractor within 3 working days the Acceptance Act signed by the Customer or a motivated refusal to accept the completed works.

4.4 The Customer shall be entitled to

4.4.1 Request from the Contractor information about the progress of the Contract.

5. PROCEDURE AND TIMESCALE FOR CARRYING OUT THE WORK

5.1 Material shall be supplied in hard copy and electronically, and shall be handed over to the Contractor by the Client one month before publication. The Contractor shall review and agree with the Employer the edited material.

5.2 The Contractor shall be obliged to publish the materials provided by the Customer within the period specified in Clause 1.4 of this Agreement.

5.3 If the Customer violates the deadline for submission of materials specified in Clause 5.1 of this Agreement, the deadline for work completion shall be postponed at the Contractor's discretion.

5.4 The Contractor shall submit an advance copy of the publication to the Customer for approval and approval at the Customer's address. The Customer shall within 3 (three) working days from the date of receipt be obliged to return to the Contractor a signal copy of the publication approved by the Customer or send a reasoned refusal of its approval.

5.5 In the event of a reasoned refusal by the Purchaser to approve a signal copy of the publication, a list of comments on the identified violations and deficiencies shall be sent to the Contractor in writing. Within five (5) calendar days the Contractor shall eliminate the identified violations and defects at its own cost and expense. A signal copy of the publication shall be approved in this case after the observations have been eliminated.

5.6 Upon receipt of the approved signal copy of the publication, the Contractor shall print the publication in the magazine and notify the Purchaser thereof immediately.

6. ORDER OF ACCEPTANCE OF WORK

6.1 Within 3 (Three) working days from the date of notification of readiness of publication the Contractor shall send to the Customer one obligatory copy of the magazine, an invoice and signed Acceptance Certificate.

6.2 The Customer within 2 (two) working days from the date of receipt of Acceptance Act shall be obliged to sign and send to the Contractor one copy of the Act or send to the Contractor a motivated refusal in acceptance of the work. In case of the Customer's motivated refusal to accept the work, the Acceptance Act shall be signed after the remarks have been removed.

If the Customer fails to submit to the Contractor a reasoned refusal to sign the Work Acceptance Act within the prescribed period of time, such Work Acceptance Act shall be deemed signed.

6.3 The result of executed publishing works shall be accepted by representatives of both Parties. Upon acceptance, compliance of the scope and quality of the publication with the requirements of this Contract shall be checked.

6.4 The work shall be deemed accepted from the date of signing by the Customer of the relevant Certificate of Acceptance of Work.

7. RESPONSIBILITY OF THE PARTIES AND WARRANTIES

7.1 The Contractor is responsible for the conformity of the printed products with the materials provided by the Customer. If a defective product is made and/or if it does not correspond to the materials provided by the Customer, the Customer has the right to demand that the Contractor rectifies the defects free of charge within an additional period agreed by the Parties.

7.2 If the Customer fails to meet the deadline for payment for the work performed, the Contractor shall be entitled to demand that the Customer pay penalties in the amount and subject to the conditions provided for in the applicable laws of the Russian Federation.

7.3 In all other cases of default under the Contract the Parties shall be liable in accordance with the applicable laws of the Russian Federation.

8. FORCE MAJEURE

8.1 The Parties shall be released from liability for partial or complete failure to perform their obligations under this Agreement, which was caused by force majeure circumstances (fire, flood, epidemic, earthquake, etc.), which occurred after the conclusion of the Agreement and which the Parties could not foresee or prevent by reasonable measures.

8.2 In the event of force majeure, the Party claiming to be unable to perform its obligations for this reason shall notify the other Party in writing (by registered letter with notification) of these circumstances.

The notification shall contain information about the nature of these circumstances, as well as an assessment of their impact on the ability to fulfil obligations under this Contract.

8.3 Failure to notify the other Party of force majeure circumstances within 30 (thirty) days of their occurrence deprives the Party affected by such circumstances of the right to invoke them as grounds for failure to perform its obligations under this Agreement.

8.4 If as a result of force majeure the conditions of this Agreement are not fulfilled for more than one month, the Parties shall have the right to terminate the Agreement early.

9. SETTLEMENT OF DISPUTES

9.1 Disputes arising in connection with the performance of this Agreement shall be resolved by the Parties through negotiations.

9.2 If the result of negotiations is not reached, the Parties shall submit the dispute to the court in accordance with the procedure established by the current legislation of the Russian Federation.

10. OTHER CONDITIONS

10.1. The Parties shall not be entitled to assign the rights of claim under the Agreement to third parties, including by entering into an assignment financing agreement, without the written consent of the other Party.

10.2 The documents sent by fax, e-mail of one of the Parties to the other Party shall have full legal force and may be used as written evidence in court.

10.3. Facsimile copies of this Agreement and amendments thereto shall have full legal effect and shall be equal to the original documents until the original copies are received by the Parties.

10.4 The contents of this Agreement shall constitute confidential information and shall not be disclosed for any reason whatsoever. Each Party shall take all reasonable steps necessary and appropriate to prevent the unauthorised disclosure of confidential information. In so doing, the measures taken shall be no less significant than those taken by the Party to safeguard its own information of a similar nature.

10.5 The Parties shall promptly notify each other of any change in their details by registered letter with return receipt requested. In the event of failure to do so, the Parties shall not be liable for any possible consequences.

10.6. This Agreement shall come into force upon signature and shall remain in force until ____ 20__. This Agreement covers legal relations between the Parties which have commenced on ____ 20__.

10.7. Termination of this Agreement shall not exempt the Parties from the performance of their obligations provided by it which had not been fulfilled at the moment of termination, as well as from the responsibility for violation of obligations in part of financial obligations until they are fully performed.

10.8. The Customer shall be obliged to send an original copy of the Agreement signed and sealed by an authorised person from his Party within 15 working days of signing this Agreement at the latest.

10.9. This Contract is signed by authorised representatives of the Parties, in two copies having equal legal force, one for each Party.

10.10. All disputes and disagreements, which may arise from the Contract, the Parties shall endeavour to resolve by sending a written claim. The deadline for consideration and written reply shall be 10 days from receipt of the claim. In the event of failure to respond to the claim within the deadline, and if the disputes and disagreements cannot be resolved by the claim procedure, they shall be settled by the arbitration court at the location of the defendant.

12. ADDRESSES, DETAILS AND SIGNATURES OF THE PARTIES

<p>Contractor: 16 Leningradskaya Street, Togliatti, 445020 Educational Autonomous Non-Profit Autonomous Non-Profit Educational Organisation "Volga Region University named after Tatishchev (Institute) INN 6323033283 KPP 632401001 Povolzhsky Bank of PJSC Sberbank of Russia r. Samara БИК 043601607 OKVED 80.30.1 OKPO 40977236 P/S 40703810754280100203 k/s 301018102000000607 tel: 8 (8482) 48-76-11 Rector of OAO VUIT V.A. Yakushin</p>	<p>Customer:</p>
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AUTHOR'S NOTE

I, _____,
surname, first name, patronymic (if any) (in full)
author (co-author) of the article _____
the title of the article _____,

hereby certify that:

- I am responsible (collectively responsible) for the relevance, scientific novelty, practical significance and reliability of the results of scientific research and developments submitted for publication;

- I am responsible for the unlawful use of intellectual property, copyright or "know-how" in a scientific article in full in accordance with the current legislation of the Russian Federation;

- I confirm that the submitted scientific article does not violate anyone's copyright and related rights; the submitted article has not been previously published, has not been sent and will not be sent for publication in other scientific publications; in preparation for publication no literature sources and documents classified as DSP, secret SS, as well as official materials of other organizations were used, the results of scientific research presented in this article are completely original;

- The article contains all necessary references to the works which influenced the idea and course of the researches presented in the article;

- the co-authors of the article include only those persons who have made a specific and significant contribution to the work presented;

- agrees to provide evidence of the correctness of the original manuscript or to correct errors or inaccuracies discovered during the reviewing of the article or which have become known through information from third parties;

- I am aware of and agree with the editorial ethics of the journal;

- I grant the right to use the said article under a Creative Commons license of the CC-BY-SA (Attribution-ShareAlike) type, i.e. to distribute, edit, take as a basis for other works, use for commercial purposes, provided my authorship and distribution under the same conditions;

- I transfer for an unlimited term to the founder of the journal "VUIT Vestnik" non-exclusive rights to use the scientific article by reproducing it, using it in whole or in fragments in combination with any text, photos or drawings, including by placing the full-text network versions of issues on the Internet sites: vuit.ru, elibrary.ru, cyberleninka.ru, etc.;

- I agree to the processing in accordance with Article 6 Federal Law "On Personal Data" dated 27.07.2006 year. No.152-FZ my personal data: surname, first name, patronymic, scientific degree, academic rank, position, place(s) of work and/or education, passport data, date of birth, place of residence, contact information (e-mail, phone number), with the purpose of publication of the submitted article in the "HEI Journal", I consent to publication of personal data in free access in information and telecommunication network "Internet" (last name, first name, patronymic, scientific degree, academic rank, position, place(s) of work and/or education, e-mail)

- I am acquainted and agree with the Order of publishing scientific articles in the journal "Herald of Higher Education and Technical University", as well as:

- the copyright to the scientific article belongs to the author(s) of this article;

- the copyright for the journal issue (as a whole) belongs to the founder of the journal;

- the editorial board has the right to submit the materials of scientific articles to Russian and foreign organizations in order to increase the publication activity indicators of the author(s) (scientific citation indices, etc.);

- the Editorial Board has the right to make necessary corrections and abbreviations in the article;

- no remuneration (honorarium) is paid for published articles; the materials of scientific articles sent to the editorial board are not returned to the authors.

Author _____ (_____)

Signature, initialed signature date

Questionnaire

Name of article*: _____

Scientific direction / specialty*: _____

Surname, name, middle name (completely) *	
Place of work and postal address (organization, chair, department, position, etc.)*	
The postal address (for transfer of the magazine)	
Academic degree *	
Academic status *	
Postgraduate study / doctoral studies	
Mobile phone	
Phone office	
E-mail*	

The fields marked * are obligatory for filling.

The questionnaire is filled in on each author of article

2.3/ Logicality, consistency and structured presentation of the material

2.4/ Argumentation of the main provisions of the work, conclusions

2.3. Comments

3. RECOMMENDATIONS (tick the appropriate box):

- Publish, without comments.
- Publish with revision.
- The article should be referred to another specialist for review.
- Reject.

Information about the reviewer:

Full name: _____

Academic degree: _____

Academic title: _____

Position: _____

Full name of workplace organization: _____

Contact e-mail: _____

« _____ » _____ 20 ____ .
/date/ M.P./signature/
