



Rector's Order No. 7/2025 (IX.17)
on the application for digital object identifiers for university scientific publications

On the basis of the authorization provided for in Article 3 (3) and Article 64 (1) of the Organizational and Operational Rules, Part One of the Organizational and Operational Regulation of Károli Gáspár University of the Reformed Church in Hungary (hereinafter referred to as the University), I hereby issue the following order:

1. § The Digital Object Identifier (hereinafter referred to as DOI) is a unique identifier to identify electronic documents, a registered trade mark of the International DOI Foundation. In addition to explicit identification, DOI can increase the visibility of publications, the number of references and help the growth of scientometric indicators.

2. § (1) The University provides DOIs for university publications through the CrossRef agency, through the Library and Information Centre of the Hungarian Academy of Sciences (Hungarian abbreviation: MTA-KIK).

(2) The service is free of charge for the employees of the University and those who have a student status at the University as regards their scientific publications published by the University or by any of its organisational units. The costs of the service are borne by the University.

(3) PhD theses must be provided with a DOI; it is also recommended to request a DOI for all scientific publications that are also published electronically (journals, monographs, study volumes).

3. § (1) The University and the Library and Information Centre of the Hungarian Academy of Sciences ensure access to DOI by concluding central cooperation agreements.

(2) The designated exclusive contact person between the University and the Library and Information Centre of the Hungarian Academy of Sciences is the DOI manager employed by the University Library Association.

(3) The DOI manager shall maintain contact at doi@kre.hu email address and act in connection with

- a) requesting DOIs,
- b) assigning suffixes for new publications,
- c) activating DOIs.

(4) Previously assigned journal prefixes remain unchanged.

4. §. The editor-in-chief, the editors and, in the case of monographs, the author shall be responsible for

- a) requesting the DOI through the DOI manager,



- b) placing the DOI as a clickable watermark on the document,
- c) indicating the identifiers of sources with DOIs in the bibliography and footnotes of the publication, in the form of clickable links in the case of electronic documents, according to the rules of “reference linking” of the CrossRef agency, and
- d) creating a ‘landing page’ for the given publication on one of the University’s websites/subpages according to the requirements of the Library and Information Centre of the Hungarian Academy of Sciences, based on the instructions of the DOI manager. The webmasters/faculty website administrators upload the content to the website on the basis of materials compiled and sent by the editorial teams.

5. § The University’s publications with DOIs are also permanently archived in the Károli Repository (KREPOZIT).

6. § This order shall enter into force upon publication on the University’s website on 17 September 2025.

Budapest, 17 September 2025.

Prof. Dr. László Henrik Trócsányi sgd.
Rector