



You have received initial notification that your journal has been accepted for indexing in Scopus. Congratulations! Here, we explain the onboarding process that follows receiving your acceptance letter.



You receive your acceptance letter

~ 4 weeks after acceptance letter

Accepted Titles list

Your title will appear on the [Accepted Titles](#) list.

Welcome Letter

Your Publishing Relations Manager will reach out to introduce themselves via email.

Request for Official Signer

Your Publishing Relations Manager will request contact details for the person who can sign the Permission Form.

Content Delivery

Your Publishing Relations Manager will send you an email asking for [content delivery details](#). Find more information on the content delivery instructions available in our resources library.

The Legal Permission to Index and Content Delivery process may happen simultaneously, or one at a time.

~ 6 weeks after acceptance letter

Permission to Index

Your Publishing Relations Manager will send over the Permission Form via our e-signature platform. Your team will need to review and sign this.

~ 8 weeks after acceptance letter

Appear in Scopus searches

Your content will be visible on Scopus.com and appear in search results.

NOTE: Timelines are estimates and may vary per title, depending on several factors including your content delivery method and your title's terms of use. For example, titles with CC-BY licenses do not need to sign a Permission Form.

