



Working papers Faculty of Business and Economics (FBE)
March 2023

1. Procedure

The Faculty of Business & Economics applies a uniform process of “refereeing”. This means that the author of a certain working paper has to address the chair of the Departmental Board to appoint two referees who will read the paper. A referee is an Academic Personnel (AP) member (in or outside the faculty of Business & Economics) and who reports back to the chair of the Departmental Board directly. After this process of refereeing, the chair of the Departmental Board gives permission to publish this working paper and delivers an electronic version to the Research Administration. The Research Administration will take care of all next steps, including publication and distribution of the paper.

Research Administration:

Joeri Nys | e-mail: joeri.nys@uantwerpen.be

Coordinator Research Administration:

Adelheid Ceulemans | e-mail: adelheid.ceulemans@uantwerpen.be

2. Distribution

The Research Administration will add all faculty working papers to [RePEc \(Research Paper in Economics Database\)](#) and are made available on the [website FBE](#).

ADBIB will register the working paper in the author’s academic bibliography. The hyperlink allocated to the working paper by the UA Library, will be uploaded onto RePEc.

It’s the Department’s own responsibility should they wish to further distribute the working paper on different channels/networks.

3. Lay-out

- Take into account the corporate identity ([huisstijl](#)) of the University of Antwerp.
- The front page of the paper may display the following information: biographic details from the author(s) (max. 3 lines), a short word of thanks (max. 2 lines, a more elaborate word of thanks can be included in the paper’s introduction), the paper’s presentation on a congress...
- It’s useful to mention a correspondence address (preferably from one of the authors from the University of Antwerp) on the front page.
- It is highly recommended to add an abstract, keywords and JEL Classification codes. As the papers will be available on research websites, this facilitates interested parties during their (re)search work.