

Request for Authorship Change(s)

Authorship change requests are subject to PLOS approval. All applicable sections of this form must be completed in full before we will review your request. Please note that per the [PLOS Authorship Policy](#) we require agreement from all authors (including those being added or removed) for any changes to a submission's author list.

PLOS does not generally consider requests to add or remove authors after editorial acceptance; any late-stage requests require approval by the journal's editorial team.

In some cases, depending on the nature, timing, and/or extent of authorship changes requested, PLOS may require verification of the updated author list and contributions by an official at the authors' institution(s). Difficulties reaching an institutional official may delay your submission's peer review or publication.

Section 1. Confirm adherence to PLOS policies

Check here to confirm you have read the [PLOS Authorship policy](#), and that the updated author list requested in this form complies in full with the criteria outlined in the [Authorship Requirements](#) section of our policy. Key points from the policy that pertain to authorship criteria are summarized here:

Everyone listed as an author must meet all criteria for authorship, and everyone who meets the criteria for authorship should be listed as an author.

Authorship criteria for *PLOS Medicine*:

1. Conception and design of the work, acquisition of data, or analysis and interpretation of data; and
2. Drafting the article or revising it critically for important intellectual content; and
3. Final approval of the version to be published; and
4. Agreement to be accountable for all aspects of the work

Authorship criteria for all other PLOS journals:

1. Substantial contributions to one or more of the following: conception or design of the work; acquisition, analysis, or interpretation of data; creation of new software used in the work; drafting or substantially revising the article; and
2. Approved the submitted version (and any substantially modified version that involves the author's contribution to the study); and
3. Agrees to be personally accountable for the author's own contributions AND to ensure that questions related to the accuracy or integrity of any part of the work are appropriately investigated, resolved, and the resolution documented in the literature.

Any contributions that do not meet authorship criteria should be discussed in the Acknowledgments section of the manuscript; authors are responsible for obtaining permission to name individuals in the Acknowledgments.

Payment of Article Processing Charges (APC) does not qualify for authorship.

Check here to confirm that all authors (including those to be added or removed) consent to the requested changes.

Check here to confirm that you have read PLOS policies on [Competing Interests](#) and [Funding Disclosures](#). Complete the following table to describe any updates needed to your article's disclosures.

	Updates needed to the submission's disclosure statement	No change needed
Competing Interests		<input type="checkbox"/>
Funding		<input type="checkbox"/>

Section 2. Final manuscript information

Manuscript number e.g., PONE-D-17-00000	
Complete author list, in correct order Please note any equal contributors with asterisks (*) or hashes (#)	
Financial Disclosure – including any additions/deletions necessary due to the change in authorship	
Competing Interests – including any additions/deletions necessary due to the change in authorship	
Acknowledgments statement Please acknowledge any removed authors if they contributed to the study in any way, as well as members of any author groups who do not meet our authorship criteria.	

Section 3. Requests to add authors

Individual author addition #1

Full name	
Email address	
Full affiliation	
Confirm that this person contributed to all of the authorship criteria for the relevant PLOS journal (see above). <input type="checkbox"/>	
Briefly describe the reason for adding this author, and explain why they were not included on the submission previously.	

Tick all relevant boxes to indicate this individual's specific contributions:	
Conceptualization	<input type="checkbox"/>
Data Curation	<input type="checkbox"/>
Formal Analysis	<input type="checkbox"/>
Funding Acquisition	<input type="checkbox"/>
Investigation	<input type="checkbox"/>
Methodology	<input type="checkbox"/>
Project Administration	<input type="checkbox"/>
Resources	<input type="checkbox"/>
Software	<input type="checkbox"/>
Supervision	<input type="checkbox"/>
Validation	<input type="checkbox"/>
Visualization	<input type="checkbox"/>
Writing – Original Draft Preparation	<input type="checkbox"/>
Writing – Review & Editing	<input type="checkbox"/>

Individual author addition #2 (if applicable)

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Email address	
Full affiliation	
Confirm that this person contributed to all of the authorship criteria for the relevant PLOS journal (see above). <input type="checkbox"/>	
Briefly describe the reason for adding this author, and explain why they were not included on the submission previously.	

Specific contributions:	
Conceptualization	<input type="checkbox"/>
Data Curation	<input type="checkbox"/>
Formal Analysis	<input type="checkbox"/>
Funding Acquisition	<input type="checkbox"/>
Investigation	<input type="checkbox"/>
Methodology	<input type="checkbox"/>
Project Administration	<input type="checkbox"/>
Resources	<input type="checkbox"/>
Software	<input type="checkbox"/>
Supervision	<input type="checkbox"/>
Validation	<input type="checkbox"/>
Visualization	<input type="checkbox"/>
Writing – Original Draft Preparation	<input type="checkbox"/>
Writing – Review & Editing	<input type="checkbox"/>

Author group addition (if applicable)

Group or consortium name	
Author who represents group	
Briefly describe the reason for adding this author group, and explain why they were not included on the submission previously.	

Section 4. Requests to remove authors

Author removal #1

Full name	
Email address	
Briefly describe the reason for removing this author at this time given their stated contributions to the manuscript and/or research.	

Please fill in all information below for the removed author:	
Are you updating the article's Acknowledgments to credit this person's contributions?	
If yes, did they agree to be listed in the Acknowledgments?	

Please state which authorship criteria have NOT been met by this individual (refer to section 1 of this form), list the specific CREDiT contributions previously attributed to this author and explain why you no longer wish to credit this individual for this work.

Author removal #2 (if applicable)

Full name	
Email address	
Briefly describe the reason for removing this author at this time given their stated contributions to the manuscript and/or research.	

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Are you updating the article's Acknowledgments to credit this person's contributions?	
If yes, did they agree to be listed in the Acknowledgments?	

Please state which authorship criteria have NOT been met by this individual (refer to section 1 of this form), list the specific CREDiT contributions previously attributed to this author and explain why you no longer wish to credit this individual for this work.

Section 5. Requests for changes to author order

Prior author list	
Requested author list	
Briefly describe the reason for requesting a change in author order at this time.	

<p>If any authors' contributions need to be updated, provide the affected authors' names and their updated contributions listings here. Contributions should be listed using the CRediT Taxonomy terms listed below; list all terms that apply.</p> <p>If no changes are needed, enter "N/A" in the response box.</p>	
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CRediT Taxonomy for author contributions

- Conceptualization
- Data Curation
- Formal Analysis
- Funding Acquisition
- Investigation
- Methodology
- Project Administration
- Resources
- Software
- Supervision
- Validation
- Visualization
- Writing – Original Draft Preparation
- Writing – Review & Editing