

Writing, Submission and Review Provisions for *International Public Policy Studies*

1. General Provisions

- a) *International Public Policy Studies* (hereinafter referred to as “this Journal”) shall disseminate research results concerning a broad range of foreign and domestic legal, political, and economic policy issues, for the purpose of contributing to academic research.
- b) Except for solicited articles, all articles, regardless of type, shall be reviewed by an anonymous referee.
- c) Articles in this Journal shall be made public on the website of [The University of Osaka Institutional Knowledge Archive](#).

2. Submission Qualifications/Application Conditions

Authors must satisfy all of the following conditions in order to submit to this Journal.

- a) All authors of articles must be graduate school students, persons who have acquired a master’s degree or doctoral degree, or researchers at a university or other institution.
- b) Authors who are graduate school students, those with a master’s degree, and those who have been at a university for three (3) years or more in doctor course, have acquired certain credits, and have left school after having received the necessary research guidance (hereinafter referred to as “Persons Having Acquired Credits and Leaving School After the Expiration of the Term”) in principle shall have obtained the consent of their present academic supervisor or the academic supervisor at the time of enrollment, and must place the name of the relevant academic supervisor in the acknowledgements.
- c) Authors must be members of the Association of International Public Policy Studies (hereinafter referred to as “this Association”). Refer to the information provided in the [“International Public Policy Studies” page on OSIPP \(Osaka School of International Public Policy, the University of Osaka\) website](#). Furthermore, in the case of co-authorship, all the authors must pay the membership fee at the time of submission.

3. Submission Requirements

- a) This Journal is an academic journal that publishes research concerning policy issues in the fields of law, politics, and economics. If the Editorial Board finds that the theme of any submission deviates considerably from this scope, it may request that the submission be withdrawn.
- b) This Journal publishes articles in the categories of “research article,” “case note,” and “review essay.” A “research article” must have the originality, rigor, and significance required of an academic article, a “case note” summarizes and discusses a specific judicial case from an original perspective, and a “review essay” introduces and analyzes two or more books and articles on a specific theme from an original perspective.
- c) The submission must be an unpublished work, and the contents must be original.
- d) Submissions must be made in either Japanese or English.
- e) Authors who use generative AI or other AI tools must comply with the [Guidelines on the Use of Generative AI](#).
- f) In principle, submissions that do not fall within any of the categories listed in (b) above will not be considered for publication. This includes, but is not limited to, translations, transcripts of lectures or presentations, and book introductions that do not satisfy the requirements for a “review essay”. The Editorial Board may also request withdrawal of a submission or reject a manuscript without sending it for external review if it determines that any of the following applies:
 - The manuscript does not conform to the basic format or presentation expected of a scholarly article.
 - The manuscript contains numerous typographical, grammatical, or other language errors.
 - Plagiarism or other issues of academic misconduct are identified through plagiarism

screening or other appropriate means.

- Generative AI or other AI tools have been used without the disclosure required under the Journal's Guidelines on the Use of Generative AI.
- The Editorial Board otherwise considers the manuscript unsuitable for publication.

4. Method of Submission

- (1) Authors must submit a pre-registration form as an e-mail attachment to the Editorial Board Secretariat listed in Article 7, at least two weeks before the submission deadline. The pre- registration form can be downloaded from ["International Public Policy Studies" page on OSIPP website](#). Please refer to [the same website](#) for the detailed information including the deadline for pre-registration.
- (2) When making a submission, submit (a) through (e) below. Items (a) through (d) can be sent by email, while (e) must be sent by post or hand delivered because signatures are required.
 - (a) Title page (containing the name(s), name(s) of institution of affiliation, subject, abstract (200 words), and five (5) or fewer key words) :1
When submitting a paper in the field of economics, write the JEL Classification Number(s). Also, describe persons relevant to 2 (b) above in the acknowledgments.
 - (b) Title page (containing the subject, abstract (up to 200 words), and five (5) or fewer key words): 1.
 - (c) Manuscript (text): 1.
 - (d) Submission application/confirmation: 1.
 - (e) Acceptance form for submission (not required for persons at or above the rank of assistant professor at a university or junior college, and persons who hold a doctoral degree): 1.

*(d) and (e) can be downloaded from [the website](#).
- (3) For the manuscript format, please conform to the following.
 1. Create the text with a document tool (such as Word), on A4 paper placed vertically with text written horizontally.
 2. The manuscript for a “research article” should be limited to 22 pages including illustrations and tables (excluding the title page). Pages beyond this limit will not be allowed in principle. However, when the Editorial Board decides that the topic of the manuscript requires more than 22 pages, based on the nature of the research topic, the manuscript may be expanded to a maximum of 40 pages (excluding the title page) and 60,000 characters (including spaces) for manuscripts written in Japanese, or a maximum of 33 pages and 15,000 words for manuscripts written in English. Articles beyond 22 pages may be published in two parts. Authors who wish to submit manuscripts beyond 22 pages shall submit a letter of explanation (free format) along with the pre-registration form. In the case the Editorial Board decides not to permit a submission beyond 22 pages, the author may reduce the manuscript to 22 pages or less and re-submit the article within a reasonable time.
 3. Manuscripts for “case note” and “review essay” must be limited to 9 pages (excluding the title page). Pages beyond this limit will not be allowed.
 4. For the main text, use MS Mincho, 10.5 point font, 40 lines × 45 characters per page in the case of Japanese papers, and use Times New Roman, 10.5 point font, 40 lines per page in the case of an English paper. With regard to details relating to the format of the paper, create the manuscript in conformity with "Guidelines for Manuscript Submission" in ["International Public Policy Studies" page on OSIPP website](#).
 5. Please avoid content that reveals the name of the author. The editorial board shall not bear responsibility for content in the manuscript that reveals the identity of the authors.
 6. When attaching references, in principle only place references for items quoted in the text at the end of the text. References should be divided into Japanese-language sources and Western-language sources, and listed separately at the end of the text. Japanese-language sources should be arranged in gojuon (Japanese syllabary) order by author surname, and Western-language sources in alphabetical order by author

surname. For sources in other languages, follow the conventions of the relevant field. Also, when making quotes within the text, do so according to "Keynes (1936b, p.230)" or "Morishima (1974)". For details, refer to ["Guidelines for Manuscript Submission"](#) in ["International Public Policy Studies" page on OSIPP website](#).

5. Review and Article Revision

- a) The Editorial Board will consider the content and theme of the submission and select a referee. Information regarding the identity of the referee shall not be revealed. The name of the author(s) will be removed from the submission, and a review shall be conducted by a specialist researcher in the relevant field. After acceptance or rejection has been decided by the editorial board, the notification of the result of the review will be made to the author.
In principle, the referee review is limited to two rounds. However, apart from the review process described above, the Editorial Board may also request that the author make revisions.
- b) When submitting a revised manuscript following review, as a general rule, only revisions and corrections made in response to comments by the referee shall be accepted. Other revisions and corrections shall not be accepted.
Acceptable additions to the article will be limited to those considered necessary as a result of the review. Whether such revisions and corrections will be accepted shall be decided by the Editorial Board.
If it is necessary to make revisions and/or corrections, the author(s) must indicate where the revisions/corrections have been made and the reason(s) why they have been made.
- c) Revisions will not be permitted after acceptance.
However, in cases where the manuscript first submitted for review is accepted as is for publication, and the author(s) wishes to correct typographical and/or lexical errors, the author(s) should inform the Editorial Board, and indicate where the revisions/corrections have been made and the reason(s) why they have been made.
The Editorial Board will decide whether or not the revisions/corrections will be accepted. There will be no proofreading process in which the author completes the manuscript by writing corrections in red on proof paper.
Please note that the submitted manuscript will be published as is. Authors must therefore submit a complete, finalized manuscript.

6. Other Provisions

- a) The author(s) shall bear any responsibility (and this Association shall bear no responsibility) for the content of the submissions.
- b) With regard to materials published in this Journal, license for reproduction rights, the right of public transmission, and the right of communication to the public under copyright shall be granted to this Association and the University of Osaka Library.
- c) When an author wishes to republish, in another publication, research results that were originally published in this Journal, prior permission from the Editorial Board is required.
- d) In cases in which the submission is withdrawn or rejected due to a failure to meet the requirements listed in Section 3, the membership fee will not be refunded. Also, the membership fee will not be refunded regardless of whether the paper is accepted or rejected.
- e) In order to prevent the abuse of the right of submission, a paper with substantially the same content as a paper previously submitted may not be submitted again in the following cases: (1) when a paper is determined to be unacceptable for publication as a result of peer review; (2) when a paper is determined to be acceptable for publication as a result of peer review, but is withdrawn by the author; or (3) when the Editorial Board otherwise determines that resubmission is not acceptable.

7. Send submissions/inquiries to:

E-mail: [ippsedit\[at\]osipp.osaka-u.ac.jp](mailto:ippsedit[at]osipp.osaka-u.ac.jp)

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