

ADDITIONAL GUIDELINES FOR ENGLISH MANUSCRIPTS
CALL FOR PAPERS: JOURNAL of INTERNATIONAL EDUCATION, Volume 30

Submissions to the 30th edition of the Journal of International Education are now being accepted, with a deadline of March 1, 2024. Authors making submissions in English should review the following guidelines. Any manuscripts not conforming to this procedure will not be accepted. Authors should also refer to the latest version of this procedure in addition to the Provisions for Editing the Journal of JIES on the JIES website (<https://jiesofficial.com/>) before submission.

1. Conditions for accepting manuscripts

- (1) Manuscripts must be original work of the author(s).
- (2) Journal of International Education (JIE) considers all manuscripts on the strict condition that they have been submitted only to JIE, that they have not yet been published, nor are they under consideration for publication elsewhere.
- (3) Authors whose papers were accepted in the previous year cannot submit in the present year.

2. Submission

- (1) Papers should be double spaced, submitted on A4-size paper, and contain twenty- two lines per page. Margins on the top, bottom, and sides should be no shorter than 2.5 centimeters (i.e., one inch). The title should be typeset in 12pt font in 15 words and the body of the paper should be typeset in 10.5pt font. Papers, when properly formatted, must not exceed the size limits stated for the paper categories as follows:

Submission category	Size Limit
Research Paper	23 pages, including all text, references, appendices, and figures.
Research Note	19 pages, including all text, references, appendices, and figures.
Research Report	15 pages, including all text, references, appendices, and figures.
Educational Information	
Introduction of Data	

- (2) Keywords (up to 5 in each language) should be provided in both Japanese and English. "Endnotes" should be used for annotations, while "References" should list the documents cited in the paper; both Endnotes and References should be provided separately at the end of the manuscript.

<Example>

[Endnotes]

1) . . .

2) . . .

[References]

Smith, J. (2000). *The educational challenges of the new century*. New York: Broadway Publishing.

Pavil, S. (1997). Capitalizing on cultural capital: The movement of knowledge through corporations. *Harvard Business Journal*, 14 (1), 654-675.

<Citation examples for literature cited in the text>

Within a sentence : According to Smith (2004).

At the end of a sentence : (Smith, 2004, p. 10).

- (3) We require that manuscripts be submitted to the email address of the Editorial Office (jjes.hensyu2324@gmail.com). If contributors are unable to access email, we will accept disk/CD/USB Flash submissions by post at the address below.
- (4) A cover sheet should include the category of the manuscript (choose one from this list: research paper; research notes; research report; educational information; introduction of data), title, author's name, author's affiliation, key-words, mailing address, telephone/ fax number, and e-mail address.
- (5) A completed manuscript should be submitted and cannot be returned or replaced once submitted.
- (6) All English manuscripts must include a Japanese abstract that is no longer than one page in length (A4 size).
- (7) For pagination, use Arabic numerals.
- (8) The manuscripts should not have any textual references to the author(s). References to the author's names should be blacked out. The acknowledgements should not be included at the time of submission.

3. Style and format

For general guidelines on appropriate style and format, please refer to the Publication Manual of the American Psychological Association, 7th Edition.

Example:

Smith, J. (2000). *The educational challenges of the new century*. New York: Broadway Publishing.

Pavil, S. (1997). Capitalizing on cultural capital: The movement of knowledge through corporations. *Harvard Business Journal*, 14 (1), 654-675.

4. Decision to accept

All manuscripts will be accepted without revisions; accepted conditionally, with stipulations for more revisions; or rejected. In the case of conditional acceptance, the Editorial Committee reserves the right to reject a manuscript after revisions have been made if revisions are deemed insufficient.

5. All authors are encouraged to have their manuscript copy-edited before submitting the paper, especially authors for whom English is a foreign language. Writers who submit manuscripts that have typographical and/or grammatical errors risk having their papers rejected.

Please send all submissions by e-mail to:

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You will receive an email confirmation stating that your manuscript has been submitted. If you do not receive this in 3 days, please contact the Editorial Office by e-mail (jies.hensyu2324@gmail.com) .