

ADDITIONAL GUIDELINES FOR ENGLISH MANUSCRIPTS
CALL FOR PAPERS: JOURNAL of INTERNATIONAL EDUCATION, Volume 31

Submissions to the 31st edition of the Journal of International Education are now being accepted, with a deadline of March 1, 2025. 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. |
| Research Information | |
| Data | |

(2) A key word (within 5 of each) should be mentioned in Japanese and English. And, "Note" and "reference" should be separated and described. "Note" is employed as a notation. Quotation and reference book" mention the document list used by a thesis at the thesis end.

<Example>

[Note]

1) . . .

2) . . .

[Quotation and reference book]

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.

<Example of cited literature in the thesis>

In case of Bunchu : According to Smith (2004).

In case of the end of sentence: : (Smith, 2004, p. 10).

(3) We require that manuscripts be submitted to Editorial Office's email address . If contributors are unable to access email, we will accept disk/CD/USB Flash submissions by mail at the address below.

(4) A cover sheet should include the category of the manuscript (choose one from this list: research paper; research note; research report; research information; 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 email to:

Editorial Office: jies.hensyu2526@gmail.com

Katsumi Akao , Ph.D.

Faculty of Letters, Kansai University

3-3-35 Yamate-cho Suita-shi ,Osaka 564-8680 JAPAN

Email: t950027@kansai-u.ac.jp

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 email .