

**Ritsumeikan Annual Review of International Studies**  
**Guideline for Contributors**

1. Authors are required to submit a copy of their article typed on white A4-sized paper on one side only and double spaced throughout, including notes and references. Authors must send a copy by e-mail to: ir-kyo@st.ritsumei.ac.jp
2. Duplicate submission of the same article to other journals is prohibited.
3. Author's name, title and institutional address should be typed on a separate sheet. An abstract of 100-150 words should also be typed on a separate sheet.
4. Articles should not exceed 10,000 words (30 pages of A-4 double-spaced including footnotes and / or references). The minimum length for Articles is 5,000 words (including footnotes and / or references). *A word count must be provided in all cases.*
5. Quotations should be enclosed within single or double quotation marks. Quotations of forty or more words should be indented without quotation marks.
6. Foreign (i.e. non-English) language text should always be italicized. Different forms of English spelling are acceptable (American, Australian, British, Canadian, etc.) but spelling practice should be consistent throughout the article.
- 7-1. The Harvard 'system' is preferable for bibliographical references in the text and notes: give author's name, year of publication and page number(s) in round brackets, e.g.: (Carr 1962:116). However, other systems (i.e. APA, MLA, University of Chicago) may be used.
- 7-2. According to the referencing system used (APA, Harvard, MLA, etc.), provide an English translation of titles and / or journal names when they are in foreign languages.
8. Notes, which should be kept to a minimum, will be printed as footnotes.