**Submission Guide for "Social System Studies"**

The Editorial Committee, Institute of Social Systems

BKC Research Organization of Social Science, Ritsumeikan University

\*For details, please refer to [“Writing guidelines” and “Submission Rules.”](https://www.ritsumei.ac.jp/research/center/iss_kiyo/)

“Social System Studies” are published twice a year by Institute of Social Systems, Ritsumeikan University. It will be decided of acceptance or rejection of papers and other submissions by us, Editorial Committee, based on peer review\*. Therefore, please understand that rejection, revision, or changing of the scheduled posting date may occur.

 If you agree to this and wish to apply, you have to submit the following application form to the office of Editorial committee. We look forward to receiving submissions from many of you.

\*About peer review:

Two referees will be assigned for “papers”, and one for “research notes”. In other categories, the Editorial Committee will decide whether acceptable or not, but it will NOT do peer review.

**Who can apply for:**

*Professors, Associate Professors, Lecturers, Assistant Professors, Postdoctoral Fellows,* and *other researchers* in Ritsumeikan University

(We are also looking forward to submit from *graduate students* and *researchers outside of our university*.

But if you are a graduate student in our university, you need a recommendation letter from your supervisor.)

**Target Fields:**

Focused research fields in this institute, and broader research fields related to social systems.

**Scheduled Publication:**

Twice a year: in September and in March.

**Application period:**

Throughout the year.

**Manuscript Submission Deadline:**

As a rule, the deadline is the last day of the fifth month prior to the month of publication\*\*.

The manuscript must be submitted as a completed manuscript.

\*\*the September issue: **at the end of April** / the March issue: **at the end of October**

**Submission Categories and Word Counts:**（In case of *English* papers）

‣Article: Approximately 7,500 words (including figures, tables, abstracts, English abstracts, etc.)

‣Research Notes: Approximately 6,000 words (the same)

‣Prospect: Approximately 6,000 words (the same)

‣Report of Investigation: Approximately 4,500 words (the same)

**Others:**

\* Manuscripts should be prepared in Japanese or English, and sent in e-format (MS Word etc.).

\* If you want to post the other submission categories, please do not hesitate to contact us.

　　　　 　　　　　　　　 【Editorial Committee Office】

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**“Social System Studies” Submission Application Form**

I (We) would like to submit to "Social System Studies" with the following contents.

　　MM　　DD YYYY

|  |  |  |  |
| --- | --- | --- | --- |
| Affiliation / Job Title |  | Publication Month Request |  |
| Name(Family / First) |  | Nominator / Supervisor (for a graduate student) |
| Contact Information | TEL:　　　　　　　　　　　　　　　　　FAX: | E-mail Address / Extension |
| Address　〒　　　　－ |
| Submission Categories | [ ] Article [ ] Research Notes [ ] Prospect [ ] Report of Investigation[ ] Book Review [ ] Other ( ) |
| Tentative subjects / subtitle |  |
| Message for the Committee |  |



\*If you want to apply from E-mail, please visit our website: