

# The Liberal Arts Research Center

## Rules for Submission of Articles

Enacted: March 2, 2004

Revised: June 7, 2023

The Board of Trustees of the Waseda Society of Political Science and Economics has determined that the Journal of Liberal Arts, as defined in Article 2 of the Society Rules, shall be a journal for submissions, and has established the following rules and procedures for submissions.

### 1. Eligibility to submit articles

At the time of submission, the author or at least one of the co-authors must be one of the following:

- a. A full-time faculty member at the Waseda University School of Political Science and Economics
- b. A part-time lecturer at the Waseda University School of Political Science and Economics
- c. A writer recommended by a trustee and approved by the Editorial Board

### 2. Types of articles accepted

- a. Research papers
- b. Research notes, research material, research report
- c. Translations (of recognized academic value)
- d. Book reviews
- e. Other types approved by the Editorial Board

### 3. Submission procedure

- a. All manuscripts must be submitted to the Editorial Board via the trustees.
- b. Article length is limited to approximately 100 pages for research papers, with one page considered to equal 200 Japanese characters (including punctuation, spaces, etc.). The same applies to research notes, research materials, research reports, and translations. Article length is limited to approximately 30 pages for reviews and approximately 10 pages for other types approved by the Editorial Board.
- c. All articles (except those of types stipulated in 2e) must contain an abstract in Japanese of approximately 1000 characters. Additional abstracts in English or other languages are also permitted.

### 4. Acceptance or rejection of submitted manuscripts and accompanying procedures

- a. Acceptance or rejection of submitted manuscripts is to be determined by the Editorial Board.
- b. Although the journal is not a peer-reviewed journal, the Editorial Board adheres to certain standards in reviewing for acceptance or rejection.

### 5. Publication

"Journal of Liberal Arts" will be published on the website of the School of Political Science and Economics and registered in the Waseda University Repository. By submitting research papers or other materials, you are deemed to have agreed to this.