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Regulations for Contributions to the *Journal of Foreign Language Education*

1. Submissions to the journal are accepted from full and part-time faculty members of the Keio University system.
2. Contributions include research articles, survey/practical articles, and research notes.
3. **Abstract:**
 - a. The title and a 800~1000 character abstract both written in Japanese must be attached when the paper is written in Japanese.
 - b. The title and a 150~200 words abstract both written in a European language must be attached when the paper is written in a European language.
 - c. The title and a 800~1000 character abstract both written in Japanese must be attached when the paper is written in any language other than Japanese or a European language.
 - d. The title and a 150~200 word abstract both written in English must be attached when a paper is submitted concerning Japanese Language Education.

4. **Format specifications:**

The typescript should be typed in horizontal format, A4-size. It should not exceed 10.5 point. If written in Japanese, please use Minchotai font. If written in a European language Times, Times New Roman, or Century should be used.

The number of pages for typed papers, including references and charts, should not exceed the number given below:

- a. Research Articles and Survey/Practical Articles
 - The number of pages for papers (A4, 1200 characters per page) in Japanese should not exceed 16~20 pages (20000~24000 characters).
 - The number of pages for papers in European language on A4 should not exceed 30~35 pages (7000~8000 words, double-spaced).
 - The number of pages for papers (A4, 1200 characters per page) other than in Japanese or a European language should not exceed 16~20 pages (20000~24000 characters).
- b. Research Notes
 - The number of pages for research notes (A4,1200 characters per page) in Japanese should not exceed 8 pages (10000 characters).
 - The number of pages for research notes in European language on A4 should not exceed 15 pages (3500 words, double-spaced).
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languages other than Japanese or any European language should not exceed 8 pages (10000 characters).

5. Language:

No particular language is stipulated.

6. Application form:

- Submitted papers etc. should be accompanied by an application form.
- Contributors are able to download the application form on the Keio Research Center for Foreign Language Education website.

7. Other formats:

- Other formats should follow either *APA* or *MLA*.
- Notes should be at the end of papers.
- Full name and affiliation should be entered in the application form. Personal information must be omitted from both the abstract (summary) and submitted text.

8. Judgment:

Papers submitted will be judged by an Editorial Committee.

Contributors will receive notification of publication in December.

9. Printer's proofs:

Printer's proofs will be provided two times. Further revisions cannot be accepted after the first revised proof.

10. Copyright

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11. Deadline and enclosure:

The deadline for submission is September 2009.

Manuscripts:

Contributors should submit three sets of the manuscript on A4.

Submitted papers, etc., should be accompanied by e-mail, FD, CD-R or flash memory, etc.

12. Addressee:

Office of *Journal of Foreign Language Education*

Mita Office

Keio Research Center for Foreign Language Education

2-15-45 Mita, Minato-ku, Tokyo 108-8345 Japan

13. Contact Us:

Mita Office

Keio Research Center for Foreign Language Education

2-15-45 Mita, Minato-ku, Tokyo 108-8345 Japan

tel: + 81-3-5427-1592 ext.22301

E-mail: flang-kiyo@adst.keio.ac.jp