

Submission Rules for the Journal of Japan Association for Earthquake Engineering

Established on April 18, 2013

Revised on May 9, 2013

Revised on July 24, 2014

Revised on March 30, 2017

Revised on October 10, 2019

Revised on April 20, 2021

Revised on August 6, 2025

1. Objective

These rules shall apply to submission to the Journal that is provided by Article 4, Paragraph 1, Item 3 in the articles of the Japan Association for Earthquake Engineering (JAEE).

2. Journal Classification

JAEE publishes regular issues and special issues of its Journal in order to publicly share the latest research achievements of a wide range of fields, including engineering, science, sociology, and humane studies, that contribute to the development of earthquake engineering and disaster resilience.

(1) Regular Issues

Submissions are accepted at any time via the Association's website, and Japanese articles satisfying the prescribed publication criteria are compiled into regular issues, which are published approximately four times a year. Besides originally submitted manuscripts in English, manuscripts that are translated from Japanese articles published in the regular or aforementioned special issues into English at the author's responsibility are also compiled as translated articles with a note as such; significant changes to their content are not permitted. Manuscripts written in poor English may be returned.

(2) Special Issues

Based on member recommendations related to specific themes, a Chief Editor is appointed for each special issue, a deadline is set, and articles satisfying the prescribed publication criteria are compiled into the special issue.

3. Content

Contents published in the aforementioned Journal shall be in the five categories below: Technical Papers, Technical Reports, Technical Notes, Discussions, and Review Papers/Invited Papers.

(1) Technical Papers

Summary of an analysis/study based on theory, proof, or research, with novelty, originality, usefulness, reliability, and possibility for further development.

(2) Technical Reports

Case report with usefulness, reliability, and novelty.

(3) Technical Notes

Budding tentative studies with significant potential. Useful data/tables/charts, etc., to supplement past published Technical Papers or Technical Reports. Also includes urgent flash reports such as investigation results of unexpected disasters.

(4) Discussions

Discussions regarding Technical Papers, Technical Reports and Technical Notes that were already published.

(5) Review Papers/Invited Papers

A Review Paper is a comprehensive summary that encompasses research results, and touches upon its current research or future prospects. An Invited Paper refers to material with no applicable category, such as commentaries or essays.

Technical Papers, Technical Reports, Technical Notes, Discussions, and Review Papers/Invited Papers shall be limited to unpublished material. However, it is provided that those listed in Article 4 shall be considered to be unpublished.

4. Scope of Published Material That May Be Submitted

- (1) Material presented at symposia, scholarly meetings, international conferences, etc. as summary papers or documents.
- (2) Material published in institutional bulletins in universities, or presented internally at research institutions.
- (3) Reports on the results of research commissioned by the national government, local governments, public sectors or private companies.
- (4) Material requested by the Chief Editor.
- (5) Academic dissertations for a degree.
- (6) Translation of Japanese articles published in the Journal of the Japan Association for Earthquake Engineering.

5. Qualifications for Submission

- (1) For submission to a regular issue, the first author and the corresponding author must be an Individual Member or a Student Member of JAEE (excluding a Corporate Member). Member status of other authors is not mandatory. However, the Invited Paper cannot be submitted without a request from the Chief Editor. Submission of the Invited Paper does not require member status.
- (2) Submission to a special issue does not require member status.

6. Manuscripts

- (1) Technical Papers, Technical Reports, Technical Notes, Discussions and Review Papers/Invited Papers may be either in Japanese or in English.
- (2) The standard for “Technical Papers” shall be 10 pages or less, and a maximum of 20 pages including excess pages. However, up to four more excess pages are allowed for responses to reviewers’ comments. Articles that are translated from Japanese Technical Papers published in the regular or special issues into English may exceed the 20 pages maximum for unavoidable reasons, however, excess pages should be kept at a minimum.
- (3) The standard for “Technical Reports” shall be 20 pages or less, and a maximum of 40 pages including excess pages. However, up to eight more excess pages are allowed for responses to reviewers’ comments. Technical Reports that are translated from Japanese Technical Reports published in the regular or special issues into English may exceed the 40 pages maximum for unavoidable reasons, however, excess pages should be kept at a minimum.
- (4) The maximum allowed for “Technical Notes” shall be four pages, and two excess pages are allowed for reviewers’ comments only.
- (5) The maximum allowed for “Discussions” shall be four pages, and no excess pages are allowed including reviewers’ comments.
- (6) The maximum allowed for “Review Papers/Invited Papers” shall be 10 pages, and no excess pages are allowed including reviewers’ comments.
- (7) Refer to the “Typing Instruction” for details on manuscript submission format such as layouts, and how to write it.
- (8) Once a manuscript is accepted, addition of words/sentences or rewriting shall not be allowed.
- (9) No errata shall be issued to correct minor errors by the author(s) that are found after the publication. However, serious corrections that are related to the understanding of the content may be additionally published after the final decision of the Editorial Committee. In that case, it will incur a fee, including English issues. Publication fee shall be the same as that of a regular submission indicated in Article 10.

7. Submission of Manuscripts

- (1) Manuscripts shall be written in accordance with the Typing Instruction and shall be submitted as electronic files in PDF format.
- (2) When submitting a manuscript, the category shall be clearly marked as Technical Papers, Technical Reports, Technical Notes, Discussions, or Review Papers/Invited Papers.
- (3) If a manuscript is sent back with suggestions for content correction and a revised manuscript is not returned within six months after its mailed date, it will be deemed as withdrawn.
- (4) The manuscript of Technical Papers, Technical Reports, Technical Notes, Discussions, and Review Papers/Invited Papers shall be sent to the address noted below:
Submission section on the website <http://www.jaee.gr.jp/> or email to: submit@journal.jaee.gr.jp
- (5) The author(s) must fulfill their own responsibility in Article 1 of the Ethics Code for the Journal of JAEE.

8. Acceptance/Rejection of Manuscripts and Appeals

- (1) The Chief Editor determines the acceptance/rejection of a manuscript based on the result of peer review, and notifies the author(s).
- (2) In case a manuscript is rejected, the author(s) may send an appeal to the Chief Editor within one month, clearly stating the reason for objection.

9. Copyright

- (1) Copyright of written materials that were published in the Journals shall belong to JAEE.
- (2) After notification of publication, the author(s) must promptly submit the copyright transfer document to the JAEE Editorial Committee.
- (3) As a general rule, if the author(s) will copy/translate/adapt the copyrighted material entirely or partially, JAEE shall not raise an objection or prevent such usage.

10. Publication Fee, Etc.

A publication fee and excess page publication fee shall be collected as noted below. However, both fees are waived for submissions requested by the Chief Editor.

Membership Category of First Author	Technical Paper		Technical Report		Technical Note	Discussion	Review Paper/Invited Paper
	Standard Publication Fee	Per each excess page	Standard Publication Fee	Per each excess page	Publication Fee	Publication Fee	Publication Fee
Member *	40,000 Yen	5,000 Yen	40,000 Yen	5,000 Yen	30,000 Yen	Free	30,000 Yen
Non-Member	50,000 Yen	7,000 Yen	50,000 Yen	7,000 Yen	40,000 Yen	Free	40,000 Yen

* Individual Member or Student Member (excluding Corporate Member)

Supplementary Rules

- 1) These rules shall be effective upon approval of JAEE as a public interest incorporated association by the Prime Minister.
- 2) The approval date is May 1, 2013.
- 3) Revised “9 Publication Fee, Etc.” with the approval of the Board on May 9, 2013.
- 4) Revised “9 Publication Fee, Etc.” with the approval of the Board on March 30, 2017.
- 5) Revisions approved by the Board on October 10, 2019 shall be effective starting November 1, 2019.
- 6) Revised “10 Publication Fee, Etc.” with the approval of the Board on April 20, 2021.
- 7) The revisions to “3. Content” and “4. Scope of Published Material That May Be Submitted,” approved at the Board on August 6, 2025, will take effect on August 30, 2025—the revisions to “2. Journal Classification”, “5. Qualifications for Submission,” and “10. Publication Fee, Etc.” approved at the Board on August 6, 2025 will be applied to the manuscript submitted on or after January 1, 2026. However, manuscripts translated from Japanese articles published by August 31, 2025, will be exempt from publication fees.