

Processing Procedure and Submission Guidelines

The *International Journal of Catholic Studies* is a bilingual semi-annual academic journal co-published in Chinese and English by the Centre for Catholic Studies of The Chinese University of Hong Kong and The Chinese University of Hong Kong Press. It consolidates the former *Hong Kong Journal of Catholic Studies* and *Catholic Theological Review*. The Journal has two main objectives. First, it aims to promote academic exchanges between Chinese and Western cultures by developing Catholic studies across various disciplines such as social sciences, history, culture and interfaith dialogue. Second, it aims to strengthen the relationship between the Catholic faith and contemporary Chinese culture through dialogue and interaction by promoting the expression of Catholic disciplines (such as Bible, theology, and canon law, etc.) in Chinese.

1. Content Categories

The Journal welcomes individual submissions, special research projects by teams, and conference proceedings. It is organized into three categories: Special Feature, Regular Contribution, and Book Review. The Special Feature explores a specific topic from various perspectives. The Regular Contribution is for articles that do not fit under the Special Feature, covering any study on Catholicism. Dialogue and discussion on papers published in this journal or certain current phenomena in the Church and society are particularly welcomed. Book Review section focuses on reviewing recent titles related to the study of Catholicism and various ecclesiastical disciplines published in both Chinese and foreign languages.

2. Peer Review

This journal employs a double-blind peer review process to maintain high academic standards. Submitted paper must be original work that has

not been previously published. After receiving the manuscript, the editorial board will invite two scholars to conduct a blind peer review. The review opinions will be returned to the author within two months. Upon notification of acceptance, the copyright of the manuscript will be transferred to the journal. The editor reserves the right to modify the content, while major modifications will be discussed with the author. The journal will be available in both digital (CUHK diamond open access) and print formats, and each author will receive two complimentary print copies.

3. Word Count

Chinese essay should be between 8,000 and 15,000 characters, with a maximum of 20,000 characters. Chinese book reviews should be at least 3,000 characters. English essays should be between 6,000 and 10,000 words, with a maximum of 15,000 words. English book reviews should be at least 1,000 words. Papers in either Chinese or English must include a bilingual abstract of 300-500 words/characters and a few keywords in both languages.

4. Manuscript Format

Margins: 1.5 inch (2.5 cm).

Font: Times New Roman, 12-point size, 1.15 spacing.

5. Title, Headings and Subheadings

The title of the paper should be in boldface with major words capitalized, e.g. This is the Title of the Paper. Headings should not exceed five levels. Headings and subheadings can be numbered as follows:

I

II

1.1

1.1.1

1.1.1.1

6. Footnotes

6.1. Monograph

First Name, SURNAME, *Title: Subtitle*, trans. by Y, edition (Place of publication: Publisher, year of publication), p. x–x. For example:

Gustavo GUTIÉRREZ, *A Theology of Liberation: History, Politics and Salvation*, trans. by Caridad INDA, 15th revised edition (Maryknoll: Orbis, 1988), p. 7–8.

6.2. Chapter in edited volume

For example:

Stefano DE FIORES, “Maria in der Geschichte der Theologie und Frömmigkeit,” in Wolfgang BEINERT, Heinrich PETRI (eds.), *Theologische Grundlegung*, 2nd revised edition (Regensburg: Pustet, 1996), p. 99.

6.3 Journal article

For example:

Julia KRISTEVA, “Stabat Mater,” in *Poetics Today*, Vol. 6, No. 1/2 (1985), p. 133–152.

6.4. Website

Please include as much information as possible for digital sources. First Name, SURNAME or Name of Webpage, “Title: Subtitle,” Name of Webpage, date of publication or last update (if available): URL (access date). For example:

ROSS DOUTHAT, “Is the Religious Right Privileged?” in *The New York Times*, 18 June 2019: <https://www.nytimes.com/2019/06/18/opinion/religion-race-liberalism.html> (accessed on 26 June 2019).

7. Abbreviations and Acronyms

7.1. As a general rule, abbreviations are reserved for notes, such as: cf., ibid., p. (please use “p.” to abbreviate both “page” and “pages”; do not use “pp.” to abbreviate “pages”).

7.2. Do ensure that all acronyms are spelt out when they first appear in the text. Acronyms can be used later on in the text after the full text is provided.

8. Dashes

8.1. “Em-dashes” (—) are meant to provide a complement of information or to insert a kind of comment, and are similar to a parenthetical phrase (like this). There is no space before and after—, and (--) cannot replace (—).

8.2. An en dash (–) is used between years, page numbers, etc., E.g. 1949–1979, p. 52–57.

9. Dates

9.1. We prefer the form “1st March, 2003”. When month and year alone are mentioned, we use “July 1995”.

9.2. When referring to decades, use 1990s, not 1990’s or nineties.

9.3. Spell out references to centuries: e.g. eighteenth century, twentieth-century China.

9.4. Use 1990–93, not 1990–1993. A financial year may be referred to as 1991/92. Biographical dates should have all their digits: Kangxi (1662–1723). In reference with the Common or Christian Era, some historical dates must be specified: Han dynasty (206 BC–220 AD).