

## **SUBMISSIONS GUIDELINE**

### **Journal of Islamic Law Studies (JILS)**

The Journal of Islamic Law Studies (JILS) welcomes submissions from international legal scholars and professionals as well as from representatives of courts, executive authorities, and agencies of development cooperation. JILS contains any topics concerning Islamic Law.

#### **Submissions:**

Authors are required to create an account and submit the manuscripts online.

For submission inquiries, please address to [js@ui.ac.id](mailto:js@ui.ac.id) or [islamiclawstudies@gmail.com](mailto:islamiclawstudies@gmail.com).

Contributors are responsible for obtaining permission to reproduce any materials, including photographs and illustrations, for which they do not hold copyright and for ensuring that the appropriate acknowledgements are included in the manuscript.

#### **All contributions in the periodical are peer-reviewed:**

Authors will be asked, upon acceptance of an manuscript, to transfer copyright of the manuscript to the Publisher. This will ensure the widest possible dissemination of information under copyright laws.

It is the responsibility of the author to obtain written permission for a quotation from unpublished material, or for all quotations in excess of 250 words in one extract or 500 words in total from any work still in copyright, and for the reprinting of figures, tables or poems from unpublished or copyrighted material.

#### **Manuscript preparation:**

1. Manuscripts must be written in academic English, not have been published already, nor under consideration elsewhere. If Manuscript submitted in Bahasa Indonesia, it will be taken into consideration for translation assistance based on topic/substance's quality.
2. Any manuscripts containing material subject to copyright restrictions other than those owned or controlled by the contributor must be accompanied by appropriate permissions from the relevant copyright holder(s).
3. Each manuscript must be contained by these contents:
  - a. the title of the manuscript.
  - b. the author's name, affiliation and institutional address, together with an e-mail address.
  - c. Abstract
  - d. Keyword
  - e. Body of Manuscript (contains: Introduction, Literature Review, Methods, Result and Discussion, and Conclusion)
  - f. Acknowledgement (if there any)
  - g. References
4. Manuscripts must be between 5.000 and 10.000 words, including text and footnotes.
  - a. Abstract
    - i. Abstract could be provided in Bahasa Indonesia and in English. (Abstract from foreign authors will be translated to Bahasa Indonesia.)
    - ii. Font: Times New Roman, Font Size: 10, Font Style: *Italic*, Alignment: Justified.
    - iii. Single line spacing on one paragraph.
    - iv. Left indent must be 2,54 cm.
    - v. Length of Abstract must be 150-200 words.

- b. Keywords
  - i. Font: Times New Roman, Font Size: 10, Font Style: *Italic*, Alignment: Justified.
  - ii. The word “Keywords” written in bold and italic (e.g. ***Keywords***:).
  - iii. 5-10 words in lowercase.
- c. Body

- i. Font Type: Times New Roman, Font Size: 12, Line Spacing: 1.
  - ii. Write full name of the author without any qualifications.  
(Qualifications of the author explained in the footnote);  
e.g: Heru Susetyo<sup>1</sup> (<sup>1</sup>Lecturer of Law and Society, Faculty of Law, University of Indonesia. Obtained Bachelor of Law (S.H.) from University of Indonesia (1996), Master of Law (LL.M.) from Northwestern Law School Chicago-USA (2003), and a Doctor of Philosophy (Ph.D) from Mahidol University (2014)).
  - iii. Author name must be written in small caps, starting with capital letters, and in bold. (e.g., **Heru Susetyo**).
  - iv. Title must be written in capital letters and in bold (e.g., **BUILDING PEACEFUL COEXISTENCE BETWEEN ROHINGYA REFUGEES AND BUFFER COMMUNITIES IN LANGSA CITY AND EAST ACEH**).
  - v. Headings and sub-headings must be in small caps, starting with capital letters, and in bold (e.g., **Introduction**).
  - vi. Headings and sub-headings must be numbered by;
    - a) First level: roman numerals in uppercase (I, II, III, ...);
    - b) Second level: alphabets in uppercase (A, B, C, ...);
    - c) Third level: arabic numerals (1, 2, 3, ...);
    - d) Fourth level: alphabets in lowercase (a, b, c, ...);
    - e) Fifth level: roman numerals in lowercase (i, ii, iii, ...).
  - vii. First line of each paragraph must be indented, with single space between paragraphs.
  - viii. The first heading must be titled “**Introduction**” and the last heading must be titled “**Conclusion**”.
  - ix. Direct quotations:
    - a) For direct quotation less than 20 words, it must be placed within the paragraph with quotation marks (“.....”).
    - b) For direct quotation contain more than 20 words, it must be in a separate paragraph with left indentation of 1,27 cm, justified, in italic and use single line spacing.
  - x. Tables must be showed on same page of the manuscript and must have short descriptive titles. Figures must be clearly numbered, have explanatory captions and its source. The author must indicate where Tables and Figures must be placed in the text.
- d. Footnotes and Bibliography
- Footnotes:
- i. Footnotes must be used rather than end notes.
  - ii. Footnotes must be written in Times New Roman using Font Size 10 with single spacing and indent on the first line of each note.
  - iii. Each time a case is referred to in the text, the case report reference must be set out in a footnote. One report reference is sufficient.
- Bibliography:
- i. The bibliography must be written in the end of the manuscripts, titled “**Bibliography**”, written in Times New Roman, font size 12, single spacing and indent on the second line of each bibliography.
  - ii If the sources are varied, it must be put into groups:
    - a) Legal documents
    - b) Books

- c) Manuscripts
  - d) Websites
- iii. arranged in alphabetical order

JLS manuscript preparation, footnote, and bibliography follow documentation 2 of the Chicago Manual of Style (14th ed., University of Chicago Press), as sampled below:

**Books**

One author:

|   |                          |  |
|---|--------------------------|--|
| Author's name   | Title of book            | City of Publisher: Publisher, Year of Publishing   |
| Malcolm N. Shaw,<br>University Press, 1994), pp. 5-6. | <i>International Law</i> | (Cambridge: Cambridge University Press, 1994), pp. 5-6.  |
|   |                          | Pages cited. Use 'p.' if the text is cited from one page.<br>Use 'pp.' if the text is cited from more than one page. |

Shaw, Malcolm N. *International Law*. Cambridge: Cambridge University, 1994.

Two authors:

Geoffrey C. Ward and Ken Burns, *The War: An Intimate History, 1941–1945* (New York: Knopf, 2007), p. 52.

Ward, Geoffrey C., and Ken Burns. *The War: An Intimate History, 1941–1945*. New York: Knopf, 2007.

More than three authors:

|  |
|--|
| First author's name  |
| Richard M. Buxbaum <i>et al.</i> , <i>European Economic and Business Law</i> , 2 <sup>nd</sup> ed., (Germany: de Gruyter, 1996), p. 280. |

Buxbaum, Richard M. *et al.* *European Economic and Business Law*. 2<sup>nd</sup> ed. Germany: de Gruyter, 1996.

Chapter or other part of a book:

|   |                                 |
|---|---------------------------------|
| Title of chapter  | Title of the book               |
| Marian Gold Gallagher, "Legal Encyclopedias"  | in <i>How to Find the Law</i> , |
| 7th ed., edited by Morris L. Cohen, (St. Paul, Minnesota: West Publishing Co., 1976), p. 272. |                                 |

Gallagher, Marian Gold. "Legal Encyclopedias" in *How to Find the Law*. 7th ed. Edited by Morris L. Cohen. St. Paul, Minnesota: West Publishing Co., 1976. Pp. 264-284.

## Manuscripts

### Journal Manuscript in a print journal:

Author's name  
Damilola S. Olawuyi, "Mainstreaming Human Rights under National  
and International Law: Legal and Epistemic Question," *Indonesia Law Review*  
*Year 3 Vol. 3* (September – December 2013): 224.  
Published time Page cited Name of Journal and edition  
Olawuyi, Damilola S. "Mainstreaming Human Rights under National and  
International Law: Legal and Epistemic Question." *Indonesia Law  
Review Year 3 Vol. 3* (September – December 2013): 212-235.  
Manuscript's pages

### Journal manuscript in an online journal:

Include a DOI (Digital Object Identifier) if the journal lists one. If no DOI is available, please list a URL.

Andri Gunawan Wibisana, "Equity and the Global Policy on Climate Change: A Law and Economic Perspective," *Indonesia Law Review Year 2 Vol. 2* (May – August 2012): 297, accessed 10 November 2012, doi: <http://dx.doi.org/10.15742/ilrev.v2n3.23>.

Wibisana, Andri Gunawan. "Equity and the Global Policy on Climate Change: A Law and Economic Perspective." *Indonesia Law Review Year 2 Vol. 2*. (May – August 2012): 295-320. Accessed 10 November 2012. doi: <http://dx.doi.org/10.15742/ilrev.v2n3.23>.

### Newspaper:

Writer's name Title of manuscript  
Rajiv Chandrasekaran, "Amnesty Efforts Lag in Afghanistan,"  
*Washington Post* (19 May 2011): 1.

Chandrasekaran, Rajiv. "Amnesty Efforts Lag in Afghanistan." *Washington Post*. (19 May 2011): 1.

## Websites

Bulent Gokay, “The 2008 World Economic Crisis: Global Shifts and Faultlines,” <http://www.globalresearch.ca/the-2008-world-economic-crisis-global-shifts-and-faultlines/12283>, accessed 19 November 2009.

Gokay, Bulent. “The 2008 World Economic Crisis: Global Shifts and Faultlines.” <http://www.globalresearch.ca/the-2008-world-economic-crisis-global-shifts-and-faultlines/12283>. Accessed 19 November 2009.

## References to Indonesian Law

Indonesia, *Undang-Undang tentang Peraturan Dasar Pokok Agraria (Law regarding Basic Agrarian Law)*, UU No. 5 Tahun 1960, LN No. 104 Tahun 1960 (Law Number 5 Year 1960, SG No. 104 Year 1960), art. 2.

Indonesia. *Undang-Undang tentang Peraturan Dasar Pokok Agraria (Law regarding Basic Agrarian Law)*. UU No. 5 Tahun 1960, LN No. 104 Tahun 1960 (Law Number 5 Year 1960, SG No. 104 Year 1960).

## References to Indonesian Cases

Supreme Court of Republic of Indonesia, “Decision No. 3215 K/PDT/2001,” p. 34.

Supreme Court of Republic of Indonesia. “Decision No. 3215 K/PDT/2001.”

## References to Common Law Cases

*Corr v IBC Vehicles Ltd* (2008) UKHL 13, (2008) 1 AC 884.

*Corr v IBC Vehicles Ltd* (2008) UKHL 13. (2008) 1 AC 884.

*Omojudi v UK* (2010) 51 EHRR 10.

*Omojudi v UK* (2010) 51 EHRR 10.

## Treaties

*Convention on the Recognition and Enforcement of Foreign Arbitral Awards*, New York, 10 June 1958, *United Nations Treaty Series*, Vol. 330, No. 4739, art. 3.

*Convention on the Recognition and Enforcement of Foreign Arbitral Awards*. New York, 10 June 1958. *United Nations Treaty Series*. Vol. 330. No. 4739.

## Official Documents of United Nations

United Nations, General Assembly, *Situation of human rights in the Democratic People's Republic of Korea: report of the Secretary-General*, A/63/332 (26 August 2008).

United Nations. General Assembly. *Situation of human rights in the Democratic People's Republic of Korea: report of the Secretary-General*. A/63/332 (26 August 2008).

## International Court of Justice

Follow the Official Citation of the cited document  
(Usually in the 2<sup>nd</sup>/3<sup>rd</sup> page)

International Court of Justice, *Land and Maritime Boundary between Cameroon and Nigeria (Cameroon v. Nigeria: Equitorial Guinea intervening)*,

*Judgement*, I.C.J. Reports 2002, p. 303.

International Court of Justice. *Land and Maritime Boundary between Cameroon and Nigeria (Cameroon v. Nigeria: Equitorial Guinea intervening)*. *Judgement*, I.C.J. Reports 2002. P. 303.

## Cross References

i. *Ibid.*

is used for two or more consecutive references to the same work.

Malcolm N. Shaw, *International Law* (Cambridge: Cambridge University Press, 1994), pp.5-6.

*Ibid.*

*Ibid.*, p. 2. <if cited from different page(s)>

ii. *op.cit.*

is used to refer to the same work which is not consecutive and cited from different pages.

Malcolm N. Shaw, *International Law* (Cambridge: Cambridge University Press, 1994), pp.5-6.

Richard M. Buxbaum *et al.*, *European Economic and Business Law*, 2<sup>nd</sup> ed., (Germany: de Gruyter, 1996), p. 280.

Shaw, *op.cit.*, p. 10.

iii. *loc.cit.*

is used to refer to the same work which is not consecutive but cited from the same page(s).

Malcolm N. Shaw, *International Law* (Cambridge: Cambridge University Press, 1994), pp. 5-6.

Richard M. Buxbaum *et al.*, *European Economic and Business Law*, 2<sup>nd</sup> ed., (Germany: de Gruyter, 1996), p. 280.

Shaw, *loc.cit.*

For other sources than the sampled above, please refer to Chicago Manual of Style [http://www.chicagomanualofstyle.org/tools\\_citationguide.html](http://www.chicagomanualofstyle.org/tools_citationguide.html).