

MELBOURNE UNIVERSITY LAW REVIEW

Melbourne University Law Review Association Inc
Reg No A0017345F • ABN 21 447 204 764

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SUBMISSIONS GUIDELINES — VOLUME 44

These guidelines have been developed in order to assist authors who wish to make a submission to the *Melbourne University Law Review* ('*Review*'). Any enquiries should be addressed to the *Review*'s Editors at <law-mulr@unimelb.edu.au>.

Submission Requirements

All submissions to the *Review* should conform to the following requirements.

1. Submissions must have a discernible connection to Australia or Australian law, or be of interest to an Australian audience;
2. Comply with the latest edition of the *Australian Guide to Legal Citation* ('*AGLC*');
3. All submissions must include an abstract of approximately 120 words;
4. The advisory word limit for submissions is 8,000 to 12,000 words (excluding footnotes and headings);
5. Charts, tables and figures must each have a title, be provided in an editable format and appropriately referenced;
6. Submissions must not include a bibliography.

Submitting Articles to the *Review*

Authors can submit articles to the *Review* by either using the [online submissions portal](#) on the *Review*'s website or by emailing their submission and a completed Publication Policy to <law-mulr@unimelb.edu.au>. All submissions must be in Microsoft Word or Rich Text Format.

Once a submission is received, authors will receive a confirmation email. The Editors will respond within three weeks of receiving the submission.

Submissions Deadlines

The *Review* publishes three issues per volume. The submissions deadlines for each issue of volume 44 are below.

- Issue 1: 31 December 2019
- Issue 2: 30 April 2020
- Issue 3: 31 August 2020

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Publication Policy

All authors are required to complete a copy of the *Review's* Publication Policy, a copy of which is available on the [website](#). In accordance with the Publication Policy, the *Review* has an exclusive submissions policy and does not accept manuscripts that are currently under consideration by other publications or have been previously published, in whole or in part, elsewhere.

The Editors will not consider any manuscript until a completed copy of the *Review's* Publication Policy is returned by the author.

The Editors request that contributors remove submissions from publicly accessible sources, including internet sources such as SSRN, until a decision on publication has been made. This is to ensure anonymity in the referee process. Submissions accepted for publication may be posted on SSRN prior to the printing of the issue with the Editors' permission.

Review, Referee and Editorial Process

All articles submitted to the *Review* undergo a two-step process to determine whether they are suitable for publication.

First, articles are reviewed by the Editors of the *Review*, who are law students at the University of Melbourne. The Editors select articles to be sent to referees on the basis of a number of considerations. Decisions are also made in consultation with the *Review's* faculty advisers — academics from the University of Melbourne.

Each article that proceeds past the initial stage undergoes a double-blind referee process in which they are sent to two experts in that subject matter. On the basis of the referees' feedback, the Editors make a decision about whether to publish the article. The referees and Editors may also invite authors to revise and submit articles that make an original contribution to an important legal topic, but which require further revision before being suitable for publication. Although we endeavour to provide authors with a timely outcome on their submission, the referee process can take some time. We suggest that authors allow up to eight weeks for the referee process to be completed.

All publication decisions by the Editors are final. The Editors are happy to provide feedback on their decisions. Authors receive anonymised feedback from referees, if their article proceeds to that stage.

Articles that proceed to publication undergo the *Review's* rigorous editorial process, which involves student members of the *Review* checking all footnotes for compliance with the *AGLC*, verifying the veracity of sources cited in footnotes and checking articles for syntax and spelling errors. This process can take up to three to four months. Once articles are edited and permission is sought from the authors, the articles are published on the *Review's* website on our [Forthcoming Issue page](#), before being published in the print edition.

Citation Guide

Citation in the *Review* is governed by the [Australian Guide to Legal Citation](#), which is produced and published by the *Review*, in collaboration with the *Melbourne Journal of International Law*.

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To assist with the editorial process, submissions must be formatted in accordance with the latest edition of the *AGLC*. Citations should be in the form of footnotes. In their publication decisions, the Editors will take into consideration the extent to which articles are significantly non-compliant with the *AGLC*. This is because significant editorial resources are required to ensure that articles are *AGLC*-compliant.

Indications of Interest

The Editors of the *Review* do not express interest in an article outside of the formal submissions process. For an indication as to the kinds of subject matter that are the focus of the *Review*, please see our previously published issues. These are available at <http://law.unimelb.edu.au/mulr/issues> and <http://www.austlii.edu.au/cgi-bin/viewdb/au/journals/MelbULawRw/>.

Case Notes and Critiques and Comment

The *Review* encourages the submission of case notes and critique and comment pieces.

Case notes should be on relatively recent cases that would be of interest to the *Review*'s audience.

Critique and comment pieces are usually speeches, short essays or book reviews. In the case of speeches and short essays, these are generally by distinguished members of the legal profession on topics of significant importance. The *Review* accepts book reviews from authors through the usual submissions process and does not solicit book reviews from potential authors or on particular texts, nor does the *Review* give any indication of its interest in a book review outside of the usual submissions process.

Submitting University Assessments

The *Review* accepts articles originally written as assessments for university coursework, such as Honours theses or essays written for an LLM unit. However, authors must remove any reference to these submissions originally having been submitted as an assessment from the document, including course unit numbers, student numbers and bibliographies. This ensures that the articles are treated in the same way as any other submission.

Subsequent Use of Material Published in the *Review*

Authors and third parties may request from the Editors that articles, in part or in whole, be reproduced for publication. The Editors will consider the request and promptly provide a written response.

Articles published in the *Review* can be subsequently published as a book chapter, provided that the prior consent of the Editors is obtained and that the book chapter acknowledges that the material originally appeared in the *Review*.

Open Access Policy

The *Review* supports open access. Recent articles published in the *Review* appear free of charge on <www.austlii.edu.au> (in html format) and on the *Review*'s website (in searchable PDF format). In accordance with the *Review*'s Publication Policy, authors may also publish the searchable PDF format of their article on SSRN or an equivalent database, without obtaining the consent of the Editors, so long

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as no fee is charged to access that database. Authors may do so immediately upon receiving the final PDF file of their article from the Editors; they do not need to wait any particular length of time after the print edition has been released.

In accordance with the *Review's* Publication Policy, authors must obtain the Editors' consent if they wish to republish their article in a larger published collection or on an online forum that users access for a fee.