Journal of European Integration

Guidance Notes for Guest Editors of Special Issues



The *Journal of European Integration* welcomes the submission of proposals for special issues, focusing in particular on topical issues, new developments in the study of the European Union, the application of a particular approach to empirical research or the analysis of important but under-researched aspects of European integration. The following notes are intended to clarify the procedure that the journal follows when reviewing and producing special issues. Please contact the *JEI* editorial office (jei@luiss.it) if you have further questions or would like to discuss ideas for a special issue.

The call is now open for Special Issues to be published in 2028.
The deadline for proposals is on Friday, 30 October 2026.

1. The Journal of European Integration publishes two or three special issues per year. Submissions of proposals on subjects of relevance to the Journal are invited in response to the annual call. There is no submission form, but the proposal should contain the following information:
   - title of the proposed issue
   - a brief statement about the rationale behind the special issue, including reference to any approach that is common to the contributions of the special issue
   - the names and contact details of the proposed guest editors
   - a statement about the origins of the idea of the special issue (e.g., link to research project, workshop, etc.)
   - the titles and authors of the proposed contributions
   - the abstracts of the proposed contributions
   - the proposed length of the entire issue in words (see guidelines regarding length below)
   - the expected schedule of submitting the complete manuscript

2. Special Issues will include 8-10 articles (including introduction and conclusion) at the maximum length of ca. 8,000 words each.
3. The journal editors review proposals and provide those submitting proposals with an initial decision on the proposal. If a proposal is accepted, it may be accepted under certain conditions (e.g., changes in the length or in the number of contributions). While the proposal for the special issue may be accepted at this point, the acceptance of individual contributions remains subject to peer review (see review process below).
4. For accepted proposals, the journal editors then agree on the publication details, including a specific deadline, with the Guest Editors. This deadline, once agreed, must be kept in the submission of the final manuscript if the commitment to publish is to be honoured.
5. The guest editors may be invited to submit a book proposal to Routledge books based on the accepted special issue proposal. This requires the completion of a dedicated proposal form, which will be subject to the evaluation and final decision of the commissioning editor at Routledge. If accepted, the manuscript of the book and the text of the special issue need to be identical, something that needs to be taken into account during the writing process of the contributions to the special issue.

6. The journal editors appoint two respected scholars with expertise in the subject area of the special issue to act as external reviewers for the submissions of the special issue. The external review of the special issue will be double-blind.
7. Once the complete manuscript of the special issue is submitted to the Journal, it is sent to the internal and external reviewer with a request to provide comments within 4 weeks of receipt. The journal editors will forward both sets of comments together with his own comments to the Guest Editors. These comments will usually indicate ways of improving the quality of the submitted material and requests for revisions but may also include the rejection of one or several of the contributions if their prospect of achieving publishable quality within the time frame is deemed unrealistic.
8. The guest editors forward comments to the individual contributors of the articles in the special issue, who will have four weeks to revise their contributions accordingly. It is the responsibility of the guest editors to ensure that the revised contributions satisfy the comments from the reviewers, are in line with the Journal's style guide, and reach the Journal by the agreed deadline. They also need to ensure that the text meets the appropriate standards of the English language and that the overall word limit has not been exceeded.
9. The journal editors, if necessary in consultation with the external reviewer, assess the revised and final manuscript in order to ensure that the changes have been satisfactory and, if so, send the manuscript to the publisher.
10. The publisher arranges for copy-editing and type-setting and contacts the guest editors and the individual contributors directly with copy-editing queries (2-4 weeks after submission of the revised manuscript) and page-proofs (2-4 weeks after the submission of the final manuscript). It is the responsibility of the guest editors to ensure that these queries are answered promptly.