

Jean Monnet Chair

EU Constitutional Framework for International Dispute Settlement and Rule of Law



EUROPA-
INSTITUT
SAARLAND UNIVERSITY

JEAN MONNET PAPERS



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– Guidelines for the submission of papers –

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I. General Guidelines

The manuscripts are to be submitted to mueller@europainstitut.de. They can be written in German or English.

The Jean Monnet Papers have no restrictions concerning length. There must be an **abstract** at the beginning and a **bibliography** at the end of the document. Other than that, there are generally no set requirements about the structure of the papers. However, it is usual to start with an introduction, then to have the main body of the essay and to finish with a conclusion. Also, a **table of contents** would be desirable.

II. Format

The papers must be submitted as **Word-Documents** with **footnotes**.

Text: Garamond 12
justified text
space before 6 pt.
space after 0 pt.
line spacing multiple 1,15 pt.

Footnotes: Garamond 10
justified text
space before 4 pt.
space after 0 pt.
line spacing single

Page margins: top 2,5 cm
bottom 2 cm
left 2,5 cm
right 2,5 cm
Header and Footer 1,25 cm

Paper size: A4 (= 21 cm x 29,7 cm)

III. Text guidelines

- Structure: **A.** – **I.** – **1.** – a) – aa) – (1)
- Avoid abbreviations as much as possible. If abbreviations are used, they should be introduced, e.g.: Court of Justice of the European Union (CJEU).
- Make use of non-breaking spaces (ctrl. + shift + space) to avoid the separation of combined words or numbers.

IV. Citation guidelines

- Detailed information on the author in a footnote with * (title, position, University/Institution)
- Abbreviations: Art. for Artikel/Article; Abs. for Absatz; S. for Seite, p. for page; lit. for litera; Nr. for Nummer, No. for number; para./paras for paragraph(s)
- Authors: Last name in *italic*
- Editors: Last name not in italic with (Hrsg.)/(eds.)
- Rn./para.; S./p. at the end of the citation
- National court decisions can be cited in the corresponding national citation format

For example:

BGH, IV ZR 224/18, para. 16. **OR**

BGH, 2 BvR 1381/17, NJW, 2018, 37 (39). **OR**

BVerfGE 99, 19 (28). **OR**

Lee v. Ashers Baking Company Ltd and others [2018] UKSC 49. **OR**

Masterpiece Cakeshop, Ltd. et al. v. Colorado Civil Rights Commission, et al., 584 U.S. __ (2018).

Detailed citation format (German):

- Urteil Spruchkörper, Nummer der Rechtssache, *Name*, Europäischer Urteilsidentifikator ECLI, Randnummer.
Beispiel: EuGH, Rs. C-306/07, *Højesteret v. Dänemark*, ECLI:EU:C:2013:411, Rn. 3.
- Schlussantrag Schlussanträge GA *Name*, Rs. C-306/07, *Name*, Europäischer Urteilsidentifikator ECLI, Randnummer.
Beispiel: Schlussanträge GA *Kokott*, Rs. C-76/09, *Italien v. Kommission*, ECLI: EU:C:2013:411, Rn. 3.
- Buch *Verfasser*, Seiten. (im Falle einer Doppelnennung des Autors bitte mit weiterem Stichwort)
Beispiel: *Bungenberg*, S. 5.
- Kommentar *Verfasser*, in: Name/Name (Hrsg.), Artikel/Paragraph, Randnummer.
Beispiel: *Callies*, in: Callies/Ruffert (Hrsg.), Art. 12 AEUV, Rn. 12.
- Festschrift o.ä. *Verfasser*, in: Festschrift (...), Seite.
Beispiel: *Hahn*, in: Festschrift Müller, S. 7.

- Zeitschriftenaufsatz *Verfasser*, Abkürzung der Zeitschrift Jahr/Ausgabe, Seiten.
Beispiel: *Giegerich*, ZEuS 2008/2, S. 35.
- Internet URL (letzter Zugriff, Datum in TT.MM.JJJJ).
Beispiel: www.europainstitut.de (13.12.2021)
ODER (wenn nicht in Bibliographie)
Verfasser, Titel, abrufbar unter: URL (letzter Zugriff, Datum in TT.MM.JJJJ).
Beispiel: *Giegerich*, Noch ist der Rechtsstaat nicht verloren, abrufbar unter: https://jean-monnet-saar.eu/?page_id=2222 (19.11.2019)
SONST
Verfasser, evtl. Stichwort, falls möglich Seite.
Beispiel: *Giegerich*, Noch ist der Rechtsstaat nicht verloren, S. 4.
- Amtsblatt ABl. L XY v. Datum TT.MM.JJJJ, Seite.
Beispiel: ABl. L 206 v. 03.03.2006, S.3.
- EU-Rechtsakt VO (EU) Nr./Jahr, Titel fakultativ, ABl. Veröffentlichung, Seite.
Beispiel: VO (EU) 3/2010, zur Errichtung einer Europäischen Aufsichtsbehörde (Europäische Bankenaufsichtsbehörde); zur Änderung des Beschlusses Nr. 716/2009/EG und zur Aufhebung des Beschlusses 2009/78/EG der Kommission, ABl. L 2 v. 15.01.2010, S. 5.
- EU Organe *Verfasser*, offizieller Name, Nummer, Seite.
Beispiel: *Europäische Kommission*, Mitteilung der Kommission an das Europäische Parlament, den Europäischen Rat, den Rat, die Europäische Zentralbank, den Europäischen Wirtschafts- und Sozialausschuss, den Ausschuss der Regionen und die Europäische Investitionsbank, COM(2018) 880 final, S. 2.
- Internationale Organe **Als "Beschlussorgan"**
Verfasser, offizieller Name, Randnummer.
Beispiel: *HRC*, General Comment No. 34, Art. 19: Freedoms of opinion and expression, UN Doc. CCPR/C/51/D/414/1990, 10/08/1994.
Als "Spruchkörper"
Verfasser, Fallnummer, *Name*, Fundstelle, (Datum), Randnummer.
Beispiel: *HRC*, Communication No. 414/1990, *Mika Miba v. Equatorial Guinea*, UN Doc. CCPR/C/51/D/414/1990, 10/08/1994.

Detailed citation format (English):

- Judgement Court, No. of case, *Name*, European Case Law Identifier ECLI, paragraph.
Example: CJEU, case C-306/07, *Ruben Andersen v. Kummunernes Landsforening*, ECLI:EU:C:2013:411, para. 3.
- Opinion of AG Opinion of AG *Name*, case, *Name*, European Case Law Identifier ECLI, paragraph.
Example: Opinion of AG *Jääskinen*, case C-306/07, *Commission v. Italy*, ECLI:EU:C:2013:411, paras 3 ff.
- Book *Author*, pages. (if various volumes please differentiate via keyword)
Example: *Craig/de Burca*, pp. 45 ff.
- Commentary *Author*, in: Editor/s, Article, paragraph.
Example: *Kahl*, in: Calliess/Ruffert (eds.), Art. 27 AEUV, para. 12.
- Collective Volume *Author*, title, in: Collective volume (...), year, pages.
Example: *Alber*, in: Meng/Ress/Stein (eds.), p. 20.
- Journal Article *Author*, abbreviated journal name year/volume, page.
Example: *O'Connell*, ZEuS 2013/1, p. 270 ff.
- Internet URL (accessed date DD/MM/YYYY).
Example: www.europainstitut.de (13/12/2021)
OR (if not in Bibliography)
Author, title, available at: URL (last access, date in DD/MM/YYYY)
Example: *Giegerich*, Noch ist der Rechtsstaat nicht verloren, available at: https://jean-monnet-saar.eu/?page_id=2222 (19/11/2019).
OTHERWISE
Author, keyword (if applicable), if possible page.
Example: *Giegerich*, Noch ist der Rechtsstaat nicht verloren, p. 4
- Official Journal OJ L/C 1234 of DD/MM/YYYY, page
Example: OJ L 206 of 03/03/2006, p. 3.
- EU Legislation Directive (EU) No./Year, Title not mandatory, OJ L/C 1234 of DD/MM/YYYY, page.
Example: Regulation (EU) No. 1052/2013 establishing the European Border Surveillance System (Eurosur), OJ

L 295 of 06/11/2013, p. 11; Directive 2013/32/EU on common procedures for granting and withdrawing international protection (recast), OJ L 180 of 29/06/2013, p. 60.

- EU Institutions *Author*, official name, file number, page.
Example: *European Commission*, Communication to the Commission, Date, Information and Knowledge Management at the European Commission, C(2016) 6626 final, p. 5.
- International Organs **decisions, reports, off. documents, comments, ...**
Author, official name, paragraph.
Example: HRC, General Comment No. 34, Art. 19: Freedoms of opinion and expression, UN Doc. CCPR/C/GC/34, 12 September 2011, Rn. 28.
as “Court”
Author, case number, *name*, reference, (date), paragraph.
Example: HRC, Communication Nr. 414/1990, *Mika Miba v Equatorial Guinea*, UN Doc. CCPR/C/51/D/414/1990, 10/08/1994.

V. Bibliography

Every author cited in the article must be listed in the bibliography. Authors should be listed **alphabetically**. If there are more publications from the same author, they should be listed **chronologically**. If there is more than one author/editor, please separate the names by using a semicolon.

Font: Author(s) please in all caps; Title in italic; articles always with range of pages

Detailed guidelines:

Monograph:

LAST NAME, FIRST NAME, *Title*, Edition, Location, Year

Contributed volume:

LAST NAME OF AUTHOR/S, FIRST NAME OF AUTHOR/S, *Title of essay*, in: Last name of Editor/s, First name of Editor/s; (eds.), Title, edition, Location, Year, pages of article within anthology

Journal article:

LAST NAME, FIRST NAME, *Title*, Journal name (full), Year, (Volume with number if possible), pages of article within journal.

News article:

LAST NAME, FIRST NAME, *Title*, Newspaper, Date (DD/MM/YYYY)

Article on Website:

LAST NAME, FIRST NAME, Title, Year/Date (DD/MM/YYYY), available at: URL [last accessed with date (DD/MM/YYYY)]

VI. Abstract

All authors should provide an abstract of their article **in a separate document**. The abstract cannot be no more than 200 words. It should be an objective representation of the article.

VII. Keywords

Please list (**in a separate document**) three to ten pertinent keywords specific to the article yet reasonably common within the subject discipline.