

Instructions to authors:

1. Submissions should lean towards research that is qualitative and addresses such areas as human social relationships, bodily experience, emotional sentiment, mental states, and the contemporary contexts in which these occur. Such research may address areas of religion, spirituality, psychology, philosophy, sexuality, cultural practice and personal preference.

2. The theoretical framework upon which submissions are founded should draw on the work of theoreticians from within Continental Philosophy and in particular phenomenology. The submissions should relate aspects of these theories to those aspects of human experience to which contributors choose to draw attention.

3. Before preparing a manuscript for submission, evaluate the research to judge whether it will be an important contribution to the field. The following checklist might help:

- Is the research question significant and is the work original and important?
- Is the research outcome based on sound theoretical and methodological principles?
- Has the research process adhered to appropriate ethical standards?
- Is the research at a sufficiently advanced stage to make the publication of results meaningful?

4. Submissions must not exceed 5 000 to 7 000 words, and be prefaced by a 300 word précis of the paper. Bibliographies, footnotes and research notes may be added but should not exceed 1 000 words.

5. Authors must certify that their paper is not under consideration by any other journal AND that it will not be submitted elsewhere until and unless a final, written rejection decision from the Editor-in-Chief has been received.

6. Articles accepted for publication by the Editor-in-Chief will attract a processing fee of US\$650.00 (Invited papers, including Special Editions and Book Reviews, are exempted.) The corresponding author will be invoiced by the publisher at the time of acceptance and publication of the article will be contingent on payment of the processing fee.

7. Where a prospective author is unable to meet the processing fee but where the nature and substance of the submission is considered by the Editorial Board to be meritorious AND the circumstances exceptional, the processing might be waived upon application by the author.

8. Journal articles are published Open Access under a Creative Commons Attribution License 4.0, which allows free download and use of the articles with appropriate attribution of authorship [CC BY-NC-ND]. However, acceptance of an article for publication is on the understanding that authors will grant in writing a license to the publisher to publish and sell the article in print form.

9. Submissions are made electronically to the Editor-in-Chief via the journal's website (www.ipjp.org).

10. The preferred word-processor format is MSWord and the required referencing style is APA (American Psychological Association). See the *IPJP* Referencing Style Sheet, which is available for download from the journal's website (www.ipjp.org).

11. Prospective authors are strongly encouraged to follow the Author Guidelines even at the early stage of initial submission. The Author Guidelines are available from the journal's website (www.ipjp.org).

12. The Editors reserve the right to invite specific contributors to prepare articles for the Journal and to call for papers from the academic community. Moreover, the right is reserved to suggest alterations to contributions, and to reject papers as seen fit. Correspondence will not be entered into.

13. Editorial policy is to publish in the English language. Should submissions be received in other languages, contributors will be charged for the cost of translation into English.

14. Reviewers will be grouped into categories consistent with their areas of expertise; in philosophy, psychology, health and nursing, visual arts, social science, education, religion, etc. Articles related to these fields will generally be sent to reviewers whose expertise lies in the relevant field.

15. On receipt of an article, the Editor-in-Chief will remove all references to the author identity and send the article to members of the review panel whose expertise relates to the subject area of the submitted article.

16. Within one week of acceptance of an article for publication, contributors are required to submit a brief professional biography to be published at the end of their article. These biographies should include the contributor's qualifications, current role and organisational affiliations, and/or recently published work. Contributors are encouraged to submit head-and-shoulder photographs (colour) of themselves for publication in the journal. All articles will be blind-reviewed by two (2) or more reviewers.

Reviewers have three options in respect of their recommendations:

- accept without qualification
- accept with qualification: publication subject to rewriting as stipulated
- reject outright (in which case no correspondence will be entered into).

In those cases where an editorial qualification applies, the Editor-in-Chief may, in consultation with the reviewers, initiate a developmental revision process aimed at improving the calibre of the article in question. At the discretion of the Editor-in-Chief, the revised article may be submitted for a further process of review prior to final approval and publication.