

# Submission Process for the University of Hawai‘i Law Review

## Submission Guidelines

The University of Hawai‘i Law Review gives preference to:

- Articles
  - ◆ Under 25,000 words (including footnotes) or 10,000-15,000 words (excluding footnotes)
  - ◆ Except in special circumstances, we do not publish Articles exceeding 30,000 words (including footnotes)
- Comments
  - ◆ 10,000-15,000 words (including footnotes) or 7,500-10,000 words (excluding footnotes)
- Casenotes
  - ◆ 7,500-10,000 words (including footnotes)

## Citation Format

Manuscripts must conform to *The Bluebook: A Uniform System of Citation* (Colum. L. Rev. Ass’n et al. eds., 21st ed. 2020), with two exceptions:

- Parallel citations are still required for cases decided by Hawai‘i state courts; and
- Words of Hawaiian origin should incorporate diacritical marks (‘okina and kahakō) as stated in the most current editions of *Hawaiian Dictionary* (Mary Kawena Pukui & Samuel H. Elbert eds., rev. ed. 1986), or *Place Names of Hawai‘i* (Mary Kawena Pukui, Samuel H. Elbert & Esther T. Mookini eds., rev. ed. 1974).

## Forms of Submission

Authors may submit via the following methods:

### → **Electronic Submissions**

The University of Hawai‘i Law Review prefers electronic submission of manuscripts in Microsoft Word format (.doc or .docx) through [Scholastica](#). Alternatively, authors may also email their submissions at [lawrev@hawaii.edu](mailto:lawrev@hawaii.edu).

If you choose to submit your Article via email, please note that you *must* include:

- ◆ A short abstract (less than 200 words),
- ◆ A current CV, and
- ◆ A cover letter (please include your name, address, telephone number, and email address in your cover letter).

### → **Paper Submissions**

Although the University of Hawai‘i Law Review prefers electronic submission, if electronic submission is not available, paper manuscripts may be sent to:

University of Hawai‘i Law Review  
Attention: Outside Articles Editors  
2515 Dole Street  
Honolulu, Hawaii 96822

Paper submissions *must* include:

- ◆ A short abstract (less than 200 words),
- ◆ A current CV, and
- ◆ A cover letter (please include your name, address, telephone number, and email address in your cover letter).

The University of Hawai‘i Law Review is unable to return paper manuscripts.

→ **Second-Year Seminar Paper Submissions**

At the end of each Spring semester, the Law Review invites all University of Hawai‘i law students to submit their Second-Year Seminar papers for publication. Students seeking to join the Law Review should submit their papers anonymously through the SYS Write-On Competition. Others may follow the general submission guidelines. The Law Review gives preference to students of the University of Hawai‘i, but will consider student submissions from other schools on a case-by-case basis.

→ **Casenote Submissions**

Current Staff Writers of the University of Hawai‘i Law Review have the opportunity to submit a Casenote during the fall semester for publication consideration. The Law Review’s Casenote Editors typically give the submission requirements to the Staff Writers in early August.

**The Review Process**

The University of Hawai‘i Law Review attempts to review an Article submission within eight weeks of its receipt. However, during peak review periods (March-April, and August-September), the review of an Article may take longer.

→ **Offer of Publication**

The Executive Editor will contact you by email with a publication offer. Once you accept the University of Hawai‘i Law Review’s offer, we expect you to withdraw your article from consideration in all other Law Reviews. Upon acceptance of our offer, you will receive a publication contract for your signature.

→ **Expedited Review**

We generally require ten days to complete an expedited review. Please notify the Outside Articles Editors of your expedited review request by email at lawrev@hawaii.edu. Please include the following phrase in the subject line of your email: **Requesting Expedited Review**. In your request, please include the following information:

- ◆ Name(s) of author(s)
- ◆ Article Title
- ◆ Any pending deadlines
- ◆ Email address of author(s)
- ◆ The name of journal(s) for which you have received offers of publication

Once the University of Hawai'i Law Review receives your expedited review request, we will let you know whether we are able to accommodate your deadline. If the University of Hawai'i Law Review requires additional time for the review, we will notify the author. Please contact the University of Hawai'i Law Review as soon as possible by email if there are any deadline changes. If you do not receive correspondence from us within 48 hours, we may have not received your request.

→ **Withdrawing Your Submission**

If you wish to withdraw your article, please notify the University of Hawai'i Law Review as soon as possible.