

# GENEVA JEAN MONNET WORKING PAPERS

## Guidelines for submissions

In view of ensuring the uniform format of the Geneva Jean Monnet Working Papers, authors are required to comply with the following guidelines when writing their papers, as well as to use the style template, available on the CEJE website: [www.ceje.ch](http://www.ceje.ch).

### Content and structure of the submissions

Submitted papers must include the following elements:

- cover page containing: complete title of the submitted paper, details about the author (first name, family name, address, email, phone number), University/Research Center/Research Institute of affiliation (address, website)
- abstract of 250 words in English and a maximum of 10 keywords
- list of abbreviations
- main text
- annexes (if applicable)
- full Bibliography (doctrine and case-law)
- table of contents (with page numbers)

### Format the Geneva Jean Monnet Working Papers

#### 1. Police, paragraphs and writing guidelines

The Geneva Jean Monnet Working Papers contain between **8'000** and **15'000 words** (main text and footnotes included).

##### **Format A4**

##### Main text

Font: Garamond

Size: 13

Space: before and after 10.5 pt

Interlining: exactly 18 pt

##### Footnotes

Font: Garamond

Size: 8.5

Space: before and after 0 pt

Interlining: multiple 1.1

The numbering of the pages should begin after the abstract and keywords. Page numbers are placed on the bottom right of the page. The first page of the text must not be numbered. Titles in the main text should follow this structure: I., A., 1., a. Italic format is used for foreign terms and expressions, as well as for citations in the main text. The latter should always be put between quotation marks.

## 2. Referencing

Authors must apply a uniform way of referencing. References in a language other than English are not exceptions to this rule.

### a. Legal instruments

- **Treaties**

Prior to the entry into force of the Lisbon Treaty (1 December, 2009)

In the main text: Article 30 TEU or Article 300 TEC

In the footnotes: Art. 30 TEU or Art. 300 TEC

After the entry into force of the Lisbon Treaty (1 December, 2009)

In the main text: Article 40 TEU or Article 267 TFEU

In the footnotes: Art. 40 TEU or Art. 267 TFEU

- **Secondary law**

In the main text: Article 7 of Regulation No 492/2011

In the footnotes: Art. 7 of Regulation of the Parliament and Council of 5 April 2011 on the free movement of workers within the Union, [2011] OJ L 141/1

In the main text: Article 3 of the Directive 98/109

In the footnotes: Art. 3 of Council Directive 93/109 of 6 December 1993 laying down detailed arrangements for the exercise of the right to vote and stand as a candidate in elections to the European Parliament for citizens of the Union residing in a Member State of which they are not nationals, [1993] OJ L 329/34

Directives should not be followed by the term “No”.

**b. Case-law**

Prior to 1989

ECJ, Case 106/77 *Simmenthal*, EU:C:1978:49, para. 14.

ECJ, Case 294/83 *Les Verts*, EU:C:1986:166, paras. 23-24.

Prior to the entry into force of the Lisbon Treaty (December 1, 2009)

ECJ, Case C-192/99 *Kaur*, EU:C:2001:106, para. 3.

CFI, Case T-306/01 *Yusuf*, EU:T:2005:331, paras 20-22.

After the entry into force of the Lisbon Treaty (December 1, 2009)

ECJ, Case C-114/12, *Commission v Council*, EU:C:2014:2151, para. 32.

GC, Case T-306/11, *SchwenkZement KG v Commission*, EU:T:2014:123, paras 22-25.

**c. Other documents (eg. Communications, Guidelines, Reports)**

*The European Ombudsman - Annual report for 2000*, [2001] OJ C 218/3.

*European social agenda approved by the Nice European Council meeting on 7, 8 and 9 December 2000*, [2001] OJC 157/4.

**d. Doctrine**

• **Books and Manuals**

CRAIG Paul, *EU Administrative Law*, Oxford, Oxford University Press (2012), 2<sup>nd</sup> ed., 777 p.

JACQUE Jean Paul, *Droit institutionnel de l'Union européenne*, Paris, Dalloz (2012), 7<sup>th</sup>ed., 757 p.

• **Commentaries, Specialized Encyclopedias**

CALLIESS Christian, RUFFERT Matthias, (Hrsg.), *EUV/EGV: das Verfassungsrecht der Europäischen Union mit Europäischer Grundrechtecharta – Kommentar*, München, Schulthess (2012), 4<sup>th</sup>ed., 3148 p.

- **Collective Works**

**Collective Books**

GOWAN Peter, ANDERSEN Perry, (eds), *The Question of Europe*, London/New York, Verso, 1997, 370 p.

LEGER Philippe (sous la direction de), *Commentaire article par article des traités UE et CE*, Bâle/Genève/Paris/Bruxelles, Helbing&Lichtenhahn/Dalloz/Bruylant (2000), 2060 p.

**Chapters and Articles in Edited Books**

LOUIS Jean-Victor, *The European Union's Constitutional Muddle: Which Way Forward ?*, in Monor Jörg, Wessels Wolfgang (eds), "The European Union after the Treaty of Amsterdam", London/New York, Continuum (2001), pp. 87-95, p. 93.

**Articles in Legal Journals and Reviews**

LENAERTS Koen, *Some Reflections on the Separation of Powers in the European Community*, CMLRev (1991), pp. 11-35, p. 31.

**Articles published online**

JAASKINEN Niilo, *Le juge face à des régimes juridiques distincts*, Geneva Jean Monnet Working Paper, No 01/2016, available at <http://www.ceje.ch/files/2414/5442/0028/01-Jaaskinen.pdf> (consulted on 5 March 2017).

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**April 2017**