

Application Rules for the International Conference of Asian-Pacific Planning Societies 2025

International Affairs Committee, The City Planning Institute of Japan

1. Application of the Rules

These rules are applied for papers for the International Conference of Asian-Pacific Planning Societies 2025 (ICAPPS2025), co-organized by the City Planning Institute of Japan (CPIJ).

2. Qualifications of Applicants

The first author and the presenter should be individual or incoming members of CPIJ, or members of an overseas organization which has the formal exchange agreement with CPIJ, at the time of paper submission for the screening review. Here, overseas organizations which have the formal exchange agreement with CPIJ include the Korea Planning Association (KPA), Taiwan Institute of Urban Planning (TIUP), Urban Planning Society of China (UPSC), Vietnam Urban Planning and Development Association (VUPDA), Singapore Institute of Planners (SIP) and Hong Kong Institute of Planners (HKIP).

3. Content of Papers

ICAPPS2025 calls for previously unpublished papers related to urban and regional planning. Papers focusing on "**Sustainable Smart Cities**" are particularly welcome. Papers should be submitted as the outcomes of planning research and case studies. Preprints or academic dissertation (graduation thesis, master's thesis, doctoral dissertation) may be submitted even if they have already been published.

4. Application and Schedule

4-1 Submission of Abstract for the Screening Review

From April 1 to April 10, 2025, the abstract for the screening review should be submitted through the application form. In addition, applicants should pay the adjudication fee of 5,500 JPY by bank transfer to the following account by 10 April 2025.

Name of Bank and Branch: MUFG Bank, Ltd., KOJIMACHI Chuo Branch

Account No.: 0096589

Beneficiary name: The City Planning Institute of Japan

The following Postal Transfer Account is also available, but please uses this account only when the bank is not accessible to you.

Account No.: 00110-4-151509 TOKYO

4-2 Abstract Review and Acceptance

The International Affairs Committee of CPIJ reviews submitted abstracts and notifies applicants the result of abstract screening review by the end of April 2025. It is either an acceptance, a conditional acceptance, or a rejection. The committee will review the abstracts for appropriateness of content, quality of writing in English, and compliance with the application rules and writing guidelines.

4-3 Submission of Short Paper or Full Paper

Applicants whose abstracts have been accepted or conditionally accepted may submit papers (short paper or a full paper) through the form **by 8th June 2025**. Resubmissions will not be accepted.

- Volume: The short paper should be prepared in 4 or 5 pages. The full paper should be prepared from 8 to 20 pages.
- Composition: The first page should contain only the title, authors' names, affiliation, abstract (around 200 words), keywords (3-6), and the corresponding author's e-mail address. The main text should be written from the second page. Please be sure to confirm the writing guidelines.

The following cases will result in rejection

- Violations of the application rules are found after abstract screening review.
- Conditionally accepted abstracts that have not been properly revised.
- Contents of the paper have been significantly changed from the abstract for the screening review.

Please note that the committee may require changes to the formatting, English phrasing, etc. as needed.

5. Miscellaneous

1) Authors will be notified of the result of abstract screening results and receiving paper in Japanese. If an applicant has not received any notification from CPIJ within three business days after the submission deadline, the applicant should contact CPIJ.

2) Only the abstract (the first page of the paper) will be published in the Proceedings.

3) Copyrights are owned by CPIJ according to the copyright rules of CPIJ. However, authors are responsible for any problems caused by the figures, tables, photographs, etc. used in the paper.

4) Authors will be required make a presentation in English at ICAPPS2025.

Inquiries:

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