

## Guidance for Preparing a Paper

Although presentations without a paper are certainly welcome, we would like to encourage you to consider submitting a paper, as only submitted papers are eligible for the Best Paper Awards.

As announced in the Call for Papers, the best paper in each subject area will receive an award. To enhance your chances of receiving the award, please keep the following points in mind. We encourage everyone to take up the challenge.

- Give full consideration to the five criteria outlined in the Call for Papers: Relevance, Quality, Originality, Value, and Future.
- In particular, clearly demonstrate the originality, quality, and value of your research, while indicating what has been established in prior research.
- List all prior studies you have referenced in the Reference section.
- When quoting or referring to the work of others, clearly indicate relevant sources and specify the extent of the quoted material.
- If generative AI tools are used, you are responsible for ensuring the accuracy and originality of the content. Where appropriate, the use of such tools should be disclosed in the Acknowledgment section.
- It is your responsibility to clearly demonstrate the value of your paper.
- By undergoing peer review, you may receive objective evaluation and feedback that can further enhance the value of your paper. For your reference, the guidelines for peer reviewers are attached. If you choose to undergo peer review, you may submit the signed review together with your paper as evidence of the review process.
- Please note that we will not introduce peer reviewers. We kindly ask you to arrange this yourself, referring to past congress papers or other relevant sources.
- Please strictly adhere to the submission deadlines: July 31 for the Draft Paper and September 30 for the Final Paper.



# 33rd International Congress of Actuaries TOKYO

November 8-13, 2026 | Tokyo, Japan

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- If there are any changes to the presenter (including co-authors) or minor revisions to the title or abstract, please inform the Secretariat by email by July 31.
- Please be advised that missing the deadlines may result in exclusion from consideration for the Best Paper Award. As the review period is extremely limited, we sincerely appreciate your cooperation.