

Submission and Formatting Guidelines

revision: 02-09-2016

Qualification for Submission:

You must be an undergraduate student when the paper was written. You may not be more than one year past graduation when you submit your work.

Submission requirements:

You must include your name, university or college affiliation and the title of your paper. This information may be included at the beginning of the paper or in the email to which the paper is attached. Please indicate if you have already graduated.

You may submit to multiple journals but you must inform us immediately if you permit it to be published elsewhere.

You may also submit up to three papers for consideration.

Formatting requirements:

It is most helpful to us if your work has 1 ½ line-spacing, 11 pt font size, preferably Times Roman but not strictly necessary.

Please use footnotes, not endnotes.

You may use a page footer for page number; do not use a page header.

We prefer gender-sensitive language but do not strictly require it.

Our preferred stylistic guidelines for citations are the Chicago Manual or the APA..

Editorial Process

If your work is accepted, you understand we exercise editorial freedom. We will make the changes we see fit but as few as possible. If possible we will consult about significant alterations and you may be asked to make modifications as a condition of publication.

Publication

We are striving to put *Ephemeris* on a regular and strict publication deadline; our publication date (“going to the printer”) for *Ephemeris 2016* is September 2016.