

Adrian Tinsley Undergraduate Research Program
The Undergraduate Review

Submission Instructions

1. Your submission must be double-spaced, have 1” margins, and include the paper title and page numbers in the header of the document. Submit your text in MSWord (.doc or .rtf file). **DO NOT PUT YOUR NAME ANYWHERE IN THE PAPER ITSELF.**
2. Fill out this form. This is the submission cover sheet and must accompany your document. **NOTE:** Do not leave anything blank. Submissions made with incomplete information will be returned unread.
3. Click on the “attach submission document” at the bottom of this page and follow the instructions to attach and send your submission.
4. Print out and drop off a **HARD COPY** of your submission with the submission cover sheet signed by you and your faculty mentor to the Honors Center, C/O Nichole Wilson, Stacey Nistendirk, or Tim Colwell. The Honors Center is located on the bottom level of the Maxwell Library in the Academic Achievement Center.
5. Understand that *The Undergraduate Review* staff reserves the right to revise your work for publication. **PLEASE SEE THE IMPORTANT DEADLINES LISTED BELOW.**

Important Deadlines

19 April 2005 – All students submitting work done for a class.

29 April 2005 – All students working on an Honors thesis and/or participating in NCUR

Student Contact Information

Submission Title (Required)

Name (last, first)

NOTE: Do not put your name ANYWHERE on the document you are submitting. Your name should only appear on this submission cover letter. If your name appears on the document it will be returned to you without being read.

Address

City/State

ZIP

On-Campus Mailbox (building, number)

Phone

On-Campus Phone

Email

NOTE: please include information that will let us get in touch with you even after the semester ends.

Faculty Mentor Information

Name (last, first)

Email

Phone

IMPORTANT: I understand it is my responsibility to submit a hard, signed copy of this form along with a hard copy of my submission to the Honors Center.

I hereby understand and agree to follow the Publication Guidelines and Policies of *The Undergraduate Review* at Bridgewater State College.

Student Signature: _____ Date: _____
Mentor Signature: _____ Date: _____