

Instructions for the Fall 2011 Issue

Papers

The deadline for submissions is Monday September 12, 2011.

The Hilltop Review: A Journal of Western Michigan University Graduate Student Research accepts submissions from any current Western Michigan University (WMU) graduate student. Every paper will be received will be submitted for a peer review by a representative faculty member and a graduate student. Those papers recommended for by the peer review process will then be reviewed for publication by an editorial board composed of WMU graduate students

All submitted papers should meet the following guidelines:

- Please double space your papers and use Times New Roman with 12-point font. Papers should be between 12 and 20 pages (not including references).
- Send in two separate files - a title page and the main body - when you submit your paper. The title page should contain your name, department, graduate school, and contact information (phone and email address). To facilitate blind review please do not put your name anywhere else on the document.
- The main body document should have the title of your article centered at the top of the page. Do not put your name on this document. This page should be numbered "1" and every page through the references should be consecutively numbered. Place the number in the center position on the bottom of the page.
- Although your paper should be written using language that is accessible to those outside your field, do write in a style that is appropriate to your field, using standard conventions regarding figures and references. Be sure to explain technical terms and abbreviations where necessary.
- Papers should be submitted electronically, in Microsoft Word or rich text format (RTF), by Monday September 12, 2011. Submitters must send their electronic submission to gsac_hilltop@wmich.edu with "Hilltop Review submission" in the subject line.

Please note: Submissions to *The Hilltop Review* should not have been published elsewhere. However, students who wish to submit research for publication elsewhere (e.g., to another journal) should check the guidelines of the relevant publication. In some cases, publishing your work in *The Hilltop Review* may be against the policies of other publications.

Artwork

Any WMU student may submit images for consideration, regardless of whether or not they submit an article for publication in *The Hilltop Review*.

- Electronic images are preferred. Standard formats that are accepted are TIFF, JPG, PNG, GIF, and PSD. Submitters must send their electronic submission to gsac_hilltop@wmich.edu with “Hilltop Review submission” in the subject line.
- If an electronic copy of your image or artwork is unavailable, a high-quality scannable print copy is also acceptable. Your original will be returned to you via intracampus mail or, if you prefer, you may pick it up from the GSAC Office in the Graduate College located on the second floor of Walwood Hall.
- Please provide a brief description of what your submission depicts and how it relates to your graduate work at WMU, as well as the title of your submission.

Please note: By submitting artwork or photography to *The Hilltop Review*, you agree that there are no copyright restrictions on the image that you submit and that it may be published in the hard-copy edition of *The Hilltop Review* as well as on *The Hilltop Review*'s website in any form. For the general guidelines see the Review's website <http://www.wmich.edu/gsac/publications.html>.

Any questions regarding submissions for the spring issue may be directed to the editor, Joshua R. Berkenpas (gsac_hilltop@wmich.edu).

CALL FOR LETTERS TO THE EDITOR

The Hilltop Review: A Journal of Western Michigan University Graduate Student Research accepts submissions from any current Western Michigan University (WMU) graduate student.

General Guidelines: Letters to the Editor

The Hilltop Review: A Journal of Western Michigan University Graduate Student Research accepts letters to the editor from any current Western Michigan University (WMU) faculty member or graduate student in any of the university's programs. Letters should be composed as thoughtful responses to articles published in the previous issue. Letters will be evaluated by the editorial board.

All submitted letters should meet the following guidelines:

- Letters should be no greater than 500 words in length.
- A cover page containing your name, department and graduate college, and contact information (phone and email address) should be included with your submission.

****The deadline for submissions is Monday, September 12, 2011.** Submission should be made online. Submitters must send their electronic submission to gsac_hilltop@wmich.edu with "Hilltop Review submission" in the subject line. Any questions regarding submissions for the spring issue may be directed to the Editor, Joshua R. Berkenpas at the Reviews website gsac_hilltop@wmich.edu.

Are you enthusiastic about graduate research and writing?

**Are you considering a career in writing, publishing,
or academia?**

**Do you have experience in editing or reviewing
scholarly articles?**

Are you interested in gaining editing experience?

If so, we are pleased to inform you that *The Hilltop Review: A Journal of Western Michigan University Graduate Student Research* is looking for additional individuals to serve as:

Editorial Board members,
Copy-editors, and
Reviewers of future submissions.

Any current Western Michigan University (WMU) graduate student may self-nominate to serve in one of these positions for the Fall 2010 semester. Please send any questions about our editing process as well as any nominations of editorial board members, copy-editors, and / or reviewers to gsac_hilltop@wmich.edu.