

The Katherine Mansfield Society Essay Prize: Submission Guidelines, Rules and Regulations

1. No entry fee is required.
2. All entries must be original works, in English. Plagiarism, which includes the use of a third party's work or ideas, without written permission or proper acknowledgment, will result in disqualification.
3. Entries may not have been previously published and should not have been submitted for consideration elsewhere.
4. To be eligible, entries must comply with the word count. The judges reserve the right to disqualify entries which exceed the specified word limits.
5. Entries must be submitted in electronic format to the Chair of judges, who will acknowledge receipt of the entry. There should be no communication with other judges so that the anonymity of entries can be maintained.
6. All entries must be double spaced, with numbered pages in MS Word. Other formats cannot be considered by the judges.
7. Each entry must have a cover page with the title of the work, the author's name, full mailing address, telephone number and email address. Every subsequent page must carry the title and a page number, but NOT the author's name (to facilitate fair judging). The title page will be removed and replaced by an entry number before being sent to the judges, who, in accordance with the journal's peer review procedures, will not be told the name, affiliation or any other information about the entrants.
8. Each entrant may submit only one essay per contest.
9. All entries are final. No revisions are accepted.
10. All entries must be received by the deadline; late submissions cannot be accepted.
11. The decisions of the judges are entirely their own, and are final. They will assess each entry for its contribution to the field, paying particular attention to the standard of scholarship and presentation, originality, and written style, as well as its relevance to the theme of the essay prize.
12. Entrants will be individually notified of the results by email before the winners are announced and usually within three months of the competition closing date.

Any comments or questions about these guidelines should be directed to the Chair of judges in the first instance, or to the editors of the journal of *Katherine Mansfield Studies*.