



# The Journal of College and University Student Housing Author Guidelines

## **Publication Schedule:**

*The Journal of College and University Student Housing* publishes two issues per year. The Spring issue will focus on a selected topic and will typically feature a guest editor who is a specialist in that field. The Fall issue will include more general topics of research. Topics and editors to consider for the Spring issue should be submitted to the *Journal* editor.

## **Manuscript Submissions:**

The Editorial Board of *The Journal of College and University Student Housing* considers research-based articles in the following categories of particular interest to housing professionals and those interested in college and university student housing programs:

- Assessment
- Historical Updates
- Best Practices
- International Focus
- Theoretical
- Applied/Empirical Research
- Current Trends in Collegiate Housing
- Point of View (commentary on trends and/or research related to collegiate housing)

Electronic submission of manuscripts is required. To submit a manuscript, send an electronic copy of the manuscript in Microsoft Word format to [pamccclu2@ilstu.edu](mailto:pamccclu2@ilstu.edu). If electronic files cannot be e-mailed, a copy on a CD may be mailed to:

Dr. Phyllis McCluskey-Titus  
Editor, *The Journal of College and University Student Housing*  
Associate Professor  
EAF 5900  
Illinois State University  
Normal, IL 61790-5900

Do not submit material that has been published or is being considered by another medium.

## **Publication Style:**

*The Journal of College and University Student Housing* follows the style of the fifth edition of the *Publication Manual of the American Psychological Association*. When submitting articles for consideration, all copy should be double-spaced in Times New Roman 12-point font. Notes, references, tables, and figures should appear at the end of the manuscript. Authors are responsible for the accuracy of all material and should recognize individuals who contribute as co-authors, joint researchers, consultants, or student supervisees.

Manuscripts should generally not exceed 5,000 words (approximately 20 pages, including abstract, references, tables, and figures), but each will be considered on a case-by-case basis. Each figure (camera-ready if possible) and table should be placed on pages separate from the text. Include only essential data in tables, and combine tables if feasible. Generally, no more than four tables and/or figures will be published per article. The first page of the manuscript should contain the article title, name, position, and institution for each author and an identified contact person's e-mail address and telephone number. The remainder of the document should contain no identifying information about authors or institutions. All articles should include an abstract of no more than 250 words.

**Manuscript Review Process:**

Manuscript receipt is acknowledged promptly, but editorial decisions may require several months. All manuscripts receive a double-blind peer review by three members of the Editorial Board. Criteria for publication include

- use of appropriate literature
- quality of research design and data collection
- conclusions drawn from the data
- significance of the topic to housing practitioners
- implications for practice
- style of writing
- contribution to the professional literature

Upon article publication, each author receives two copies of the issue in which his or her article appears. Published material becomes the property of ACUHO-I. The editor reserves the right to edit as necessary.

**Contact Information:**

Send manuscripts or comments on editorial matters to:

Dr. Phyllis McCluskey-Titus  
Editor, *The Journal of College and University Student Housing*  
Associate Professor  
EAF 5900  
Illinois State University  
Normal, IL 61790-5900  
*pamclu2@ilstu.edu*

Additional information, such as research instruments or detailed data and analysis about articles published in *The Journal of College and University Student Housing*, may be obtained directly from the author(s) of the manuscript. Positions expressed or conclusions drawn are attributable only to the author(s) and do not necessarily represent the position or opinion of ACUHO-I or the institution of the author(s).