



# The Journal of College and University Student Housing

## Author Guidelines

### Publication Schedule:

*The Journal of College and University Student Housing* publishes one double issue per year. Half of the issue will focus on a selected topic and typically feature a guest editor that is a specialist in that field. The other half of the issue will include more general topics of research. Topics and potential editors to consider for the 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

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

Dr. Von Stange  
Editor, *The Journal of College and University Student Housing*  
Assistant Vice-President for Student Services and Director of Housing and Dining  
The University of Iowa  
4141 Burge Hall  
Iowa City, IA 52242

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 sixth 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 tables should be placed on pages separate from 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 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:

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Editor, *The Journal of College and University Student Housing*  
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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).

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**The ACUHO-I Foundation**

*The Journal of College & University Student Housing* is supported, in part, by the ACUHO-I Foundation. The ACUHO-I Foundation was formed in 1988 to provide a way for individuals, institutions, corporations, government agencies, and other foundations to support the collegiate housing profession through gifts and grants. Since its inception, the Foundation has raised more than \$1 million used to fund commissioned research, study tours, conference speakers, institutes, and scholarships. More information about the ACUHO-I Foundation, its work, and means to make a contribution can be found at [www.acuho-i.org](http://www.acuho-i.org).

*Updated 12.10*