

2017 Project on Racism Essay Contest Guidelines

Eligibility

The 2017 Project on Racism Essay Contest is open to any student in grades 1—12 attending public, private, parochial, or home school in the State of West Virginia; or any student under the age of twenty enrolled in a high school correspondence/TASC program in the State of West Virginia.

The student does NOT have to be a U.S. citizen.

Contact Information Form

Please submit your Contact Information Form along with your essay. Use a paper clip to attach the Contact Information Form to the essay. Do NOT staple your Contact Information Form to your essay.

There is no separate registration form.

Essay Requirements

Essays should not include any information that identifies the student, teacher, principal, or school. Any essay that includes identifying information will be automatically disqualified.

All essays will be photocopied for judges. Any essay that is illegible after photocopying will be automatically disqualified.

Essays should be a maximum of four (4) pages.

Essays may be handwritten, typed, or computer-generated in 12-point Times New Roman font.

Essays must be in English.

Essays must be the original work of the student. Parents/teachers/guardians may type or write a student's work verbatim.

Each student may submit only one (1) essay. Please submit only one copy, i.e., do not fax and mail the same essay.

Essays must be in black ink on white paper, double-spaced, and on one side of the paper only.

Please number pages at the bottom, i.e., 1 of 4, 2 of 4, etc.

Do not include drawings, references, or other attachments.

Do not use staples. Use a paper clip to attach the Contact Information Form and the essay.

Entry Submission

Entries may be submitted on or before October 21, 2016. Each entry must include both an essay and a Contact Information Form. You will NOT receive acknowledgement of receipt.

Essays and Contact Information Forms may be submitted via e-mail, fax, U.S. Postal Service, or hand delivery. YWCA Wheeling is not responsible for entries not received due to network service outages or delays, computer difficulties, or any other technological malfunctions; or for entries that are lost, stolen, misdirected, late, ineligible, incomplete, or mutilated by the U.S. Postal Service.

Submit each entry only one time. Do NOT fax an entry multiple times. Do NOT fax and mail the same entry.

All entries submitted via e-mail must be received by midnight on October 21, 2016. Please e-mail entries to CdcoDirector@ywcawheeling and type "Essay submission" in the subject line.

All entries submitted via fax must be received by midnight on October 21, 2016. Please fax entries to 304-232-0513 and write "Essay submission" as the recipient.

All entries submitted via U.S. Postal Service must be postmarked on or before October 21, 2016. Please mail entries to: YWCA Wheeling, 1100 Chapline St, Wheeling, WV 26003, ATTN: Essay submission

All entries submitted via hand delivery must be received by 5:00 pm on October 21, 2016. Please deliver entries to YWCA Wheeling first floor reception desk at the above address Monday through Friday, between 9:00 am – 5:00 pm.

Selection of Winners

Winners will be selected according to the following criteria: grammar, originality, relevance to theme, and effective expression. Winners will be announced at the beginning of December. All judgments are final.

Conditions

All submitted entries shall become the property of the YWCA Wheeling, and no submission will be acknowledged or returned. The copyright of the essay remains the exclusive property of the entrant.

If any submission commits plagiarism or violates copyright, the entrant is solely responsible for the act(s). The YWCA Wheeling is NOT responsible in cases of plagiarism and/or copyright infringement. If YWCA Wheeling receives any concrete evidence of plagiarism and/or copyright infringement after a winner is selected, then the prize shall be returned and YWCA Wheeling shall remove that work from its website.

If you have any questions about the 2017 Project on Racism Essay Contest, please contact us at 304-232-0511 or CdcoDirector@ywcawheeling.org