

Essay Judging Administrative Requirements

Essay Number: _____

- Student is a US Citizen or legal alien.
- Student is attending public, parochial, private or accredited home school.
- Student is in the 9th through 12th grade.
- Topic of the essay deals with an event, person, philosophy or ideal associated with the American Revolution; the Declaration of Independence; or the framing of the Constitution.
- Submission is in PDF format.
- Essay has four parts: Title page, essay pages, bibliography or works cited, and applicant's biography.

Title Page:

- Title of the Essay
- Applicant's Name
- Applicant's Grade
- Applicant's address, phone number & email
- Applicant's High School's Name, Address & Phone Number
- Statement on how applicant learned about the contest

Essay Pages:

- Minimum of 800 words, Maximum of 1,200 ((excluding title page bibliography, etc.).
- First page must include the title.
- No applicant information is on the essay pages.
- 12-point Times New Roman font and double-spaced
- Pages numbers sequentially, starting with "1".
- No graphics, special covers or bindings.
- Citations in accordance with a widely used, publicly available citation system.

Bibliography:

- Citations in accordance with a widely used, publicly available citation system.
- No applicant information is in the bibliography.
- The bibliography must specify the system used.
- Minimum of 5 references, 3 of which must be published works (encyclopedias or internet sources are acceptable but not considered part of the 3 published works).

Biography:

- Limited to one page.
- Includes academic awards and achievements, school activities, community activities and plans for college.

