Essay Requirement Checklist

Essay Requirement Checklists

◊ Is your essay written in English?
◊ Does the essay answer this year's essay contest question?
◊ Does your essay address all parts of the contest question?
◊ Have you given your essay a descriptive title?
◊ Is your essay no more than 1,500 words long?
◊ Is your essay typed, double spaced, with left and right margins set at 1 ¼ inches, on one side of white 8 ½ by 11 inch paper? Have you numbered your pages?
◊ Have you made sure that your name, school, or city does **not** appear anywhere on the essay manuscript?
◊ Have you scrupulously followed accepted standards regarding attribution of quotations, arguments and ideas of other within the body of your paper and bibliography?
◊ Does your essay have standardized citations and bibliography, which follow a standardized method and style, such as APA, Chicago or MLA?
◊ Are your Internet sources listed separately from other sources in your bibliography?
◊ Did you use two international (non-U.S.) cases?
◊ Did you follow the application instructions listed on www.usip.org/npec (after September 1, 2010)?