

guidelines for authors

The *Journal of Multicultural Counseling and Development* invites articles concerned with research, theory, and program applications pertinent to multicultural and ethnic minority interests or experiences in all areas of counseling and related areas of human development with an emphasis on multicultural topics in the United States. If you wish to contribute to the journal, please follow these guidelines:

- Manuscripts should be well organized and concise so that the development of ideas is logical. Avoid dull, stereotyped writing and aim for the clear and interesting communication of ideas.
- Manuscript style must be that of the *Publication Manual for the American Psychological Association, fifth edition* (2001), which is available from Order Department, APA, 750 First St. NE, Washington, DC 20002-4242.
- Never submit material that is under consideration by another periodical.
- Using Times New Roman, font size 12, limit manuscript length to the allotted number of characters as listed in the chart below. This is a total of 21 pages, including title page, abstract, text, references, tables, and figures. **Manuscripts that do not conform to this page limit (whether a new submission or revision) will be automatically rejected.**

Allotted Number of Characters (and Spaces)*	Total Tables and Figures
35,760	0
32,780	1
29,800	2
26,820	3
23,840	4
20,860	5

*In Word, go to "Tools" and then "Word Count" to obtain the number of characters and spaces in your document.

- Include an abstract of not more than 50 words.
- A title page should accompany the manuscript. Include on this page the names of the authors and a paragraph that reports the professional title and institutional affiliation of each author. This page must include the full names of all authors along with their mailing addresses, telephone and fax numbers, and e-mail addresses.
- Article titles and headings should be as short as possible.
- Proofread the manuscript carefully for typographical errors; grammar; spelling; pasted text; and formatting of text, tables, and figures.
- Double-space all material, including references and quotations.
- Provide one-inch margins all around.
- Do not use footnotes.
- Use APA-style citations in the text. APA-style References list must be complete, including volume number and pages from journal and book citations. Make sure that all references mentioned in the text are presented in the References list and vice versa.
- Reduce bias in language on the basis of gender, sexual orientation, racial or ethnic group, disability, or age by referring to the guidelines in the fifth edition of the *APA Publication Manual* (APA, 2001).
- Manuscripts should include no more than three tables and two figures. Each table should be on a separate sheet of paper following the References list of the article. Final placement of tables is at the discretion of the ACA production editor.
- Figures (graphs, illustrations, line drawings) should be supplied as camera-ready art. If electronic artwork is supplied, it must be a minimum resolution of 600 dots per inch (dpi) up to 1200 dpi. Halftone line screens should be a minimum of 300 dpi. JPEG or PDF files are preferred. (See *APA Publication Manual* pp. 188–201 for further details on figure preparation.) Figure captions are to be on an attached page, as required by APA style.
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- One original copy of all material must be sent on 8 ½" by 11" printing paper to Gargi Roysircar-Sodowsky, Editor, *JMCD*, Department of Clinical Psychology, Antioch University New England, 40 Avon Street, Keene, NH 03431.
- **A copy of the manuscript must be sent electronically to JMCD@antiochne.edu.** E-mail is the journal's primary mode of communication.
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