



APA DIVISION 15

GUIDELINES FOR SUBMITTING MEMORIAL PIECES

Thank you for your willingness to submit a memorial for a past luminary in our field. Please consider the following guidelines as you make your nomination:

- Pieces should be 800-1200 words long and include a title. Use citations where necessary, but—due to the personal nature of these tributes—be sure to focus instead on the life and work of the individual being honored. Content may be hyperlinked as appropriate (i.e. to an obituary or public comment page shared by the deceased’s family).
- We encourage you to sign the piece with your name and affiliation. We will include a hyperlink to a posted biography of your choice.
- You retain the full copyright and ownership of your piece. However, in submitting to Division 15, you grant our organization a perpetual license to use your work in its entirety. Such a license enables us to ensure consistency in posted tributes for both short- and long-term initiatives.
- As needed, down the line, you may submit edits to work that’s shared (contact Wade George - wade.george@apadiv15.org). We retain the right to refuse any edits we feel detract from the originally approved piece.

Again, we greatly appreciate you taking the time to write a piece on behalf of those our field has lost! Please send questions to Wade George and the current Memorial Award Committee Chair as they arise.