**The Ember**

Electronic Submission Form

**Name** (as you wish it to appear in *The* *Ember*): Click here to enter text.

**Email:** Click here to enter text. **Phone:** Click here to enter text.

**Class:** Click here to enter text. **Major:** Click here to enter text.

Choose ONE of the following six categories, for which you may submit up to three entries (if you want to submit entries in multiple categories, use additional forms:

Poetry Fiction Non-fiction Art Photography

Chosen Category: Click here to enter text.

Title of first entry: Click here to enter text.

Title of second entry (optional): Click here to enter text.

Title of third entry (optional): Click here to enter text.

**General Submission Guidelines**

* Do not put your name on your work.
* You must title each entry.
* You need to turn in *one submission form per category* (one form for poetry, one for art, etc).
* *Submit no more than three entries per category*. However, there is no limit to the number of categories in which you can compete (so you could submit up to 18 entries—3 entries in each of the 6 categories).
* We encourage you to seek professional guidance concerning your work before submitting it to ensure you are submitting your very best.
* By submitting works to *The Ember*, individuals acknowledge that all materials are original and not copies of other productions. Winning works will be published in *The Ember* and may be used in future magazine materials.
* **All entries are due by Midnight on February 3.**

**Submitting Written Materials (Poetry, Fiction, Non-fiction)**

* Complete and save an electronic submission form for each category. All written entries must be typed in the fields provided on page three of the electronic form.
* Submit submission forms to [ember@averett.edu](mailto:ember@averett.edu).
* Poetry cannot exceed one page.
* Fiction and nonfiction submissions are limited to **1,000 words** total owing to restrictions of space.
* Retain backups of your work.

**Submitting Other Materials (Art, Photography, Spoken Word)**

* Complete and print a submission form for each category.
* Original artwork (painting, drawing, sculpture, etc.) is necessary; these materials will be returned following judging.
* Photographs should be submitted in electronic format (.TIFF or .JPG) and at a resolution suitable for reproduction and publication via email.
* Spoken word entries may be audio or video recordings sent in through email in a standard audio or video file format (.MOV, .M4P, .MP3, .WAV, .MPEG, etc.)
* Art and Photography entries should be left with Dr. Charles Wuest (Frith 310) and will be available for pick-up once judging is complete. Ms. Haynes (Frith, 4th Floor Suite) will also receive art and photography submissions.
* Retain backups of your work.

*The Ember* Editors are Caitlin Towler and Eben Leigh and the sponsor is Dr. Charles Wuest. For any questions, contact Caitlin or Eben by email at [ember@averett.edu](mailto:ember@averett.edu) or Dr. Charles Wuest at [cwuest@averett.edu](mailto:cwuest@averett.edu).

Contest and monetary rewards will be announced and rewarded at the Honors Convocation in the spring. The winning entries will be published in *The Ember*. Copies are free of charge and are distributed after Convocation.

**Written Materials (Fiction, Non-Fiction, Poetry)**

**ENTRY ONE Title:** Click here to enter text.

Copy and paste materials into this field. Retain a backup copy for your own records.

**ENTRY TWO (Optional) Title:** Click here to enter text.

Copy and paste materials into this field. Retain a backup copy for your own records.

**ENTRY THREE (Optional) Title:** Click here to enter text.

Copy and paste materials into this field. Retain a backup copy for your own records.