

Deadline: Saturday, November 15, 1997

Proposal Submission Process

APSA revised the proposal submission process for the 1997 Annual Meeting in order to reduce the administrative burden placed on members of the Program Committee. The effort was successful, therefore for the 1998 Annual Meeting, all proposals should be sent to APSA. The Association meeting staff will accumulate and organize the submissions for each program division, acknowledge receipt of proposals, and forward the proposals to the appropriate division chairs in December. The division chairs will review proposals and organize panels in January and will begin notifying individuals and panel organizers of acceptance or rejection in February.

Please review "Guidelines for Participation," and pay special attention to the new submission instructions below.

1. Paper or panel proposals must be accompanied by the appropriate form. You must submit 2 copies of each paper or panel proposal for EACH division to which you are submitting. For example, most proposals will have a total of 4 copies. Proposals will NOT be accepted without 2 copies.
2. Electronic submissions will be accepted in the following format: A) sent as a Word Perfect or ASCII text attachment to an email to *proposals@apsanet.org*, or B) typed into the text of an email message; or C) from the interactive form on the APSA website <<http://www.apsanet.org>>.

OR

Send written proposals to:

APSA 1998 Proposal
1527 New Hampshire Avenue NW
Washington, DC 20036

NO FAXES WILL BE ACCEPTED. Do not send your proposal twice: by mail and electronic submission.

3. It is VERY important that you indicate the division or divisions to which you are submitting your proposal or proposals. You may submit each panel or proposal to NO MORE than 2 divisions. Two copies of your proposal must be included for each division to which you are applying. Again, proposals will not be accepted without 2 copies.
4. You are limited to the submission of TWO DIFFERENT PROPOSALS - additional proposals from the same author or organizer will not be accepted.
5. All submissions must be postmarked or received electronically by Saturday, November 15, 1997. All submissions postmarked after November 15th will be returned. No exceptions.
6. Electronic submissions will be acknowledged within 24 hours by return email. All submissions, including those sent electronically, will be acknowledged via postcard by December 15, 1997.
7. You will be notified of your proposal's acceptance or rejection by Program Division chairs before February 15, 1998. If you have not received notification by February 15th, contact the division chairs directly. (See contact information in the December issue of PS.)