

## English Department Essay Contest - REVISED

### Protocols

There will be three essay prizes: first year, upper year, and thesis.

For the thesis prize, clean copies of all theses in a given year will automatically be entered in the competition by the respective supervisors.

For the first and upper year prizes, the following protocols will be followed:

1. Faculty will announce to all classes the existence of the contest.
2. All essays written as part of normal course assignments will be eligible. There will be no special, outside of class essays considered.
3. Essays will be submitted by the faculty members of the classes in which they were written, not by the student authors.
4. Faculty will ask the writers of essays they wish to submit to hand them a clean copy for submission. A “clean” copy means simply an anonymous printout of the essay which received a grade in the class. No professor commentary should appear on the clean copy.
5. The “clean” copy should not be revised in any way, but should be exactly the same as the essay graded by the professor.
6. The professor will submit the essay and the author’s name to the department secretary, by May 15<sup>th</sup>, who will record the author’s name and essay title and assign a number to the essay before passing it on to the faculty contest judges.
7. Authors of winning essays will have their names engraved on the appropriate plaque in the department office, and will receive a cash award.