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| **\\fhe-vault\soepubunit_share\GRAPHICS\UWI and SOE logos\hmx300-uwicrest.jpg**  **The University of the West Indies** |

**SCHOOL OF EDUCATION, PUBLICATIONS UNIT  
MANUSCRIPT SUBMISSION FORM**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**1. AUTHOR(S) INFORMATION**

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| --- | --- |
| **Name** |  |
| **Work address** |  |
| **Phone number** |  |
| **Fax number** |  |
| **Email address** |  |

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| --- | --- |
| **Name** |  |
| **Work address** |  |
| **Phone number** |  |
| **Fax number** |  |
| **Email address** |  |

**2. AUTHOR BIOGRAPHY (60 words maximum)**

For each author please detail (or attach as a separate document, or include a link to a

webpage) your main academic credentials, including publication history

**3. PUBLICATION INFORMATION**

All submissions will be subject to editorial & double-blind peer review. Proposals for monographs & special issues must be approved by the respective editorial boards.

**Caribbean Journal of Education (CJE)**

|  |  |
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| **Article** |  |
| **Monograph** |  |
| **Special issue**  - Edited collection  - Conference proceedings |  |
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**Journal of Education and Development in the Caribbean (JEDIC)**

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| **Article** |  |
| **Monograph** |  |
| **Special issue**  - Edited collection  - Conference proceedings |  |
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If you are requesting a special issue, please provide the following additional information. Please copy and paste table to provide contact information for multiple editors:

|  |  |
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| **SPECIAL ISSUE THEME** |  |
| **GUEST EDITOR/S** | |
| - Name |  |
| - Affiliation |  |
| - Title |  |
| - Phone number |  |
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**4. TITLE OF WORK**

**5. RATIONALE FOR PUBLICATION (for monographs & special issues, maximum 2-3 paragraphs)**

Please state the goals of your research, where the material fits with the current literature in your field, the range of topics to be covered and any additional information you believe is relevant to the case for publication. The overview should introduce your work, those involved in its development and the wider academic context in which it sits.

**6. MANUSCRIPT DETAILS**

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| Estimated manuscript delivery date |  |
| Number of words |  |
| Number of pages (typed, double-spaced) |  |
|  | |
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**7. ABSTRACT (maximum 150 words, including 3 keywords)**

For special issues, please provide at least 3 abstracts for proposed articles.

**8. PLAGIARISM**  
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Is this work currently being considered for publication by any other publishers? If yes, please name the publishers.

**CONTACT**

Please return the completed form to:

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