

Term Paper Submission Guidelines

Dear Students,

We are pleased to provide you with the guidelines for submitting your term paper. Please adhere to the following instructions to ensure a smooth submission process:

Formatting Requirements

- Font: Times New Roman, 12 pt
- Line Spacing: Double-spaced
- Margins: 1 inch on all sides
- Page Numbers: Top right corner

Submission Process

- Deadline: [Insert Deadline Date]
- Format: Submit in PDF format.
- Email Subject: Term Paper Submission - [Your Name]
- Submission Email: [Insert Submission Email]

Content Requirements

- Length: [Insert Number of Pages/Words]
- Citations: Use APA/MLA format (as specified in your syllabus).
- Include a title page with your name, student ID, and course details.

If you have any questions or need further clarification, please do not hesitate to reach out.

Best Regards,

[Instructor's Name]

[Course Name] Department