



COUNCIL ON SOCIAL WORK EDUCATION

CSWE Religion and Spirituality Clearinghouse: Submission Guidelines

Social work faculty, other instructors, and practitioners are encouraged to submit resources for inclusion in the Religion and Spirituality Clearinghouse (RSC). Topics may be relevant to any curricular area (e.g., practice at any system level in any field, social policy, human behavior theory, research, administration, field education, and social work ethics) and must be linked to the 2008 EPAS practice competencies (available at: <http://www.cswe.org/Accreditation/2008EPASDescription.aspx>).

Priority will be given to resources that can be used in academic and professional continuing education settings to develop social work practice competencies in knowledge, values, and skills concerning diverse expressions of religion and spirituality, including nonreligious worldviews, among our clients and their communities.

Contributors who wish to discuss ideas for submission may contact the editors:

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The Council on Social Work Education regards submission of a resource to the RSC as a commitment to publish therein; simultaneous submission elsewhere is unacceptable. Resources are reviewed by two to three consulting editors. Every effort will be made to notify authors of publication decisions within three months.

Required Submission Elements

1. Completed submission form
2. Detailed description of learning activities and procedures (maximum six double-spaced pages)
3. Cover letter including all author identification information (name, position, institutional affiliation, mailing address, email address, telephone number). In order to ensure anonymity in the peer-review process, all author identification information should appear in the cover letter only and should be excluded from the manuscript. Self-referential sources cited should not identify the author(s). Remove author names from any such source citations prior to submission.

Reference Format

Submissions must conform to the style guidelines established in the *Publication Manual of the American Psychological Association* (6th edition). Reference style guidelines apply to both in-text citations and reference list composition. For citing electronic references, authors are advised to refer to the APA website for the most current style guidelines because these change faster than can be reported in print.

Any exact source material that is the property of a different author or publisher and is reprinted in a manuscript submitted for an article should be accompanied by a written permission from the original author or publisher. Resources will not be published without the necessary permissions.

Submit your submission with cover letter and/or questions regarding submissions to Dorothy Kagehiro (dkagehiro@cswe.org).