

Submission Guidelines

***Theological Education* Mission Statement**

Theological Education, the journal of The Association of Theological Schools and The Commission on Accrediting of ATS, is devoted to the distinctive concerns of graduate theological education in North America. The journal supports the mission of the Association and the Commission by providing those concerned with theological education—including administrators, faculty, and independent researchers—with scholarly discourse and reports on issues and trends, research findings and resources, provocative reflection pieces, and models of critical analysis and effective practices in graduate theological education.

Format of the Journal: Issue Focus, Continuing the Conversation, and Open Forum

The **Issue Focus** section of the journal contains articles that have been solicited by the editors or the editorial board. These articles address current topics and issues in theological education, identified areas of the Association's work, and/or reports of work undertaken by ATS projects.

Continuing the Conversation invites responses, of up to 1,500 words, to previously published journal articles in order to foster conversation among journal readers. Reader responses may be emailed to editors@ats.edu. Responses are published at the discretion of the editors and may be edited for length.

Unsolicited submissions are generally considered for publication in the **Open Forum** section. These articles may focus on any of a variety of subjects related to graduate, professional theological education in North America. The open forum may also include articles drawn from presentations at ATS leadership education events and other Association venues in order to make them more widely available.

Theological Education invites manuscript submissions that are consistent with the journal's purposes as enumerated in its mission statement. Unsolicited submissions satisfying initial review by the journal editors will be sent for anonymous peer review to members of the review board, who make recommendations to the editors regarding their publication. The editorial board will not consider manuscripts that are being submitted simultaneously to other publications.

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1. Recommended length of articles is 3,750 words (approximately 15 double-spaced pages).
2. Follow *Chicago Manual of Style*, 16th ed., using one-inch margins, left justification, footnotes, and 12 pt. Times New Roman.
3. Write in the third-person form when possible.
4. If quoting Scripture, include the Bible translation with each reference. If translations are your own, please indicate that.
5. The latest editions of *Merriam-Webster's Collegiate Dictionary* and the *Canadian Oxford Dictionary* are the references for preferred spellings.
6. Provide a paragraph abstract of approximately 80 words at the beginning of the article.
7. Add a short (1–2 sentence) paragraph at the end of the article identifying the author(s), institution(s), current position(s), and, when appropriate, the author's relationship with the project/topic.
8. Bibliographies are typically not published, especially when they list sources already present in the footnotes.
9. Submissions should be emailed to editors@ats.edu.

Author's Checklist

1. The audience for *Theological Education* includes people from multiple academic disciplines and diverse religious traditions, who share in common their work as theological educators. Have you written with this audience in mind?
2. Is the article timely? Does the article contribute significantly to current interdisciplinary discourse about theological education?
3. Does the subject matter represent new ideas or experiences that colleagues at other theological schools can incorporate into their teaching or administration?
4. Will the article spark useful debate on the topic?
5. Is the article well-written with a clear focus and well-developed/supported arguments?
6. Is the research methodology sound and appropriate?
7. If applicable, does the article make accurate use of the data available from ATS and other sources?
8. Does the article conform to the submission guidelines listed above?

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