The procedure by which Pioneer Pacific College instructors may submit student writing to Pioneer Passages:

1. Writing nominated by instructors may be submitted in electronic form to Pat Rimmer at primmer@pioneerpacific.edu. Use plain text and submit as an attachment or in the body of the email, with simple formatting.

2. Instructor writing to be submitted in the same format.

3. Print out and complete the submission form for each piece of writing submitted. Obtain the student’s release signature and a short three to four sentence profile. Instructors: Please sign your own release form and include a short three to four sentence profile.

4. The Pioneer Passages submission form follows.
PIONEER PASSAGES
SUBMISSION FORM

Directions:
Print this form, complete it and return to Patricia Rimmer in Wilsonville (no electronic copies please). Both student and instructor writing need to be in electronic form before the submission can be considered. Send an electronic copy of the writing to Patricia Rimmer at primmer@pioneerpacific.edu. Both the writing and this form must be delivered by the deadline to be considered for publication in Pioneer Passages.

Name and Department of the Nominating Faculty: _________________________________

Faculty Signature: ___________________________________________________________________

Faculty’s College Email Address _______________________________________________________

Brief Student or Instructor Profile (Approximately four to five sentences): _________________

________________________________________________________________________________

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________________________________________________________________________________

I, ________________________________, give my permission for my piece of writing identified or entitled as ________________________________ to be included in Pioneer Passages. I understand that copyright on this work belongs to me and that I can publish this work elsewhere in identical or amended form.