

If your paper does not satisfy these minimum requirements, I will not accept it. It will be late until you correct the issue, losing 5 points per day. An essay passed in later in the day (after English class meets) is considered 1 day late and is still penalized the 5 points.

Checklist:

- Paper is Times New Roman, 12 point font
- Paper is double-spaced and has 1 inch margins
- Paper has no extra spaces between paragraphs, etc.
- Paper has no bolding or underlining.
- Title of text is appropriately italicized or in quotes
- MLA heading is correctly done (see below)
- Self-Evaluation is completed and stapled on top of the essay.
- Essay has been turned in to Turnitin.com
- Two hard copies of essay when requested for filing or peer edit purposes

MLA Heading:

