



# Manuscript Submission Form

Please fill out this form in its entirety, including your initials next to each item on the second page and your signature at the bottom. To ensure that all of the fields work correctly, download the form to your computer and open it with the latest edition of Adobe Reader. Other methods may disable some portions of the form.

Manuscript Title:

Name of Contact Author:

E-mail:

Professional Credentials:

Highest Degree:

Affiliation/Employment:

Position:

Professional Address:

Telephone (Office):

(Mobile):

Additional Authors' Names, Titles, Affiliations, Credentials and E-mail Addresses:

## Manuscript Topic

Please check all broad categories that apply.

### Topic Areas:

### Research Design:

Mental Health Counseling  
 School Counseling  
 Career Counseling  
 College/Student Affairs  
 Marriage, Couple & Family  
 Group Counseling  
 Certification & Licensure  
 Counselor Education  
 Theory  
 Assessments  
 Professional Ethics

Coaching  
 Crisis/Trauma  
 Human Services  
 Supervision  
 Multicultural Counseling  
 Social Justice  
 Advocacy  
 International Counseling  
 Mood Disorders  
 Self-Injurious Behaviors  
 Domestic Violence

Sexuality  
 Eating Disorders  
 Addiction  
 Grief and Loss  
 Spirituality  
 Mindfulness  
 Human Development  
 Children  
 Adolescents  
 Aging

Quantitative  
 Qualitative  
 Mixed  
 Program Evaluation

### List five article keywords (required):

- 1.
- 2.
- 3.
- 4.
- 5.

## Ethics Compliance and Disclosure

Please initial in each space below to indicate your acceptance of the following statements:

I have read the *TPC* Policies and Procedures.

I confirm that the data and statistical analyses in this manuscript are accurate.

I confirm that the material described in this manuscript has only been submitted to *TPC* and is not submitted, in press or published elsewhere.

I confirm that the research activities associated with the manuscript submitted are consistent with, and satisfy, the applicable NBCC *Code of Ethics* directives relating to research, including the treatment of human and animal subjects.

I confirm that the submitted work is original and that accurate citations have been used to credit source material. I understand that prior to acceptance, all manuscripts will be processed using professional plagiarism-detection software. I agree that should the software find evidence of possible plagiarism, whether intentional or unintentional, the publisher reserves the right to reject the manuscript or to edit it as needed, based on the software's findings.

I report no conflict of interest or funding contributions for the development of this manuscript (e.g., receiving a grant to carry out this research, receiving royalties from the sale of an assessment used in this study, receiving funding from a pharmaceutical company whose drugs are used in this study, serving on a board of directors that is connected to this manuscript, etc.).

I agree that if *TPC* accepts my manuscript for publication, I will transfer copyright to *TPC*.

I confirm that all manuscript authors have read and understood the information on this form, and have authorized me to sign it on their behalf.

I currently am in compliance with the NBCC *Code of Ethics*.

**Please use the space below to explain any reasons why you cannot agree to one or more of the above statements. Such a disclosure will not necessarily preclude *TPC* from considering your manuscript.**

**Please sign and date this form and then submit it along with your manuscript.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date