

## **Spelman Messenger Guidelines**

**The Spelman Messenger**, founded in 1885, is dedicated to participating in the ongoing education of our readers through enlightening articles designed to promote lifelong learning. The Spelman Messenger is the alumnae magazine of Spelman College and is committed to educating, serving and empowering Black women.

Published twice a year (Summer and Winter) by the College, the Spelman Messenger is free of charge for alumnae, donors, trustees and friends of the College. Recipients wishing to change the address to which the Spelman Messenger is sent should notify the editor, giving both the old and new addresses. Third-class postage paid at Atlanta, Georgia. Publication No. 510240

### **All submissions should be sent to:**

*Spelman Messenger*

Office of Alumnae Affairs

350 Spelman Lane, S.W., Box 304

Atlanta, GA 30314

OR

spelmanmessenger@spelman.edu

### **Submission Deadlines:**

*Winter Messenger:* January 1<sup>st</sup> – May 31<sup>st</sup>

*Summer Messenger:* June 1<sup>st</sup> – December 31<sup>st</sup>

## **ALUMNAE NOTES**

Alumnae Notes is dedicated to the following:

- Education (advanced degree)
- Personal (birth of a child or marriage)
- Professional

*Please include the date of the event in your submission.*

## **TAKE NOTE!**

Take Note! is dedicated to the following alumnae achievements:

- Published in newspaper, magazine, or journal

- Inducted to Hall of Fame
- Appearing in a movie or on television
- Appointed to Government

*Please include the date of the event in your submission.*

### **BOOK NOTES**

Book Notes is dedicated to alumnae authors.

*Please submit review copies.*

### **IN MEMORIAM**

We honor our Spelman sisters. If you receive notice of the death of a Spelman sister, please contact the Office of Alumnae Affairs at (404) 270-5048 or Sharon Owens, director of alumnae affairs, at [sowens5@spelman.edu](mailto:sowens5@spelman.edu).

*For verification purposes, please include a printed program, newspaper acknowledgment or electronic link with your submission.*