

# HASPI/HWI Newsletter Submission Guidelines

We welcome and encourage suggestions and submissions for the quarterly HASPI/HWI Newsletter. See the submission guidelines below for specific newsletter sections.

## Cover Story

*We are looking for stories that highlight topics in healthcare, health pathway program development, curriculum, partnerships, events, or student experiences in internships, job shadows, or field trips. Priority will be given to stories that can assist other health pathway programs to improve.*

**Format:** Submit your story typed in a Word document. Include a minimum of 2 photos or images related to your cover story. Please make sure that any information and/or images are not copyright protected.

**Length:** 1500 – 2000 words

## Site Profile

*Would you like to share information about your sites health pathway, academy, or medical program? Please copy and paste the questions below into a Word document and provide answers for each.*

- 1. How was your program started?*
- 2. What type of program does your site use?*
- 3. What courses are offered in your program?*
- 4. What are the strengths of your program?*
- 5. What are the struggles of your program?*
- 6. What advice would you give to teachers in medical/healthcare programs?*

**Format:** Submit your answers typed in a Word document. Include a photo of your school, program students, or program teachers. Please make sure that any information and/or images are not copyright protected.

**Length:** 500-1000 words

## The Student Experience

*We would love to hear from your students (including alumni) about their experience in your program, in an internship, or about how the program has prepared them for a career in healthcare or science. This would make a great reflective assignment with the best essays being submitted for selection. Include a title reflective of the essay.*

*Q/A format – strengths of the program, weakness*

**Format:** Submit your story typed in a Word document. Include a picture of the student. Please make sure that any information and/or images are not copyright protected.

**Length:** 500 –750 words

## Partner Highlight

*Do you have a healthcare partner who has supported your program for which you would like to give recognition? Let us know some details about your partner, how your partnership was formed, and how they help your program.*

**Format:** Submit your story typed in a Word document. Include a picture of the student. Please make sure that any information and/or images are not copyright protected.

**Length:** 500 –750 words

## New Resources, Current Issues, or Lab Showcase

*If you have suggestions for new resources, current issues, or would like to see a specific lab showcased let us know by e-mail. We will include as many as we are able on a first come basis. Any requests above and beyond what we are able to include will be moved to the next quarter newsletter.*

**Deadlines:** Submissions must be received a month before the quarterly newsletter release.

<b>Quarterly Newsletter</b>	<b>Submission Deadline</b>	<b>Newsletter Release Date</b>
Fall	September 1 <sup>st</sup>	October 1 <sup>st</sup>
Winter	January 1 <sup>st</sup>	February 1 <sup>st</sup>
Spring	March 1 <sup>st</sup>	April 1 <sup>st</sup>
Summer	June 1 <sup>st</sup>	July 1 <sup>st</sup>