

## **Guidelines for Preparation and Submission of Manuscripts to AHER**

- 1. African Higher Education Review (AHER)** is an annual international peer- reviewed journal published in English. **AHER** provides an international platform for the African community of higher education for sharing research ideas, information and experience, as well as ideas about the role of higher education in society today. The journal is published under the auspices of HERPNET (Higher Education and Research Policy Network).The journal includes and seeks contributions of research articles specifically on any aspect of higher education and on education generally.
- 2. Manuscripts** Should be original, clearly and precisely presented in English. Authors should submit 3copies of their manuscripts plus an electronic copy (preferably double space and saved in Word Documents)
- 3. Each submission** should not be longer than 7000 words (14 printed pages) in total, including title, author(s) information, tables, figures, and references. Each article should be accompanied by an abstract of approximately 150 words typed on a separate sheet.
- 4. Preparation of Manuscript: AHER** adheres to a rigorous double-blind reviewing policy in which the identity of both the reviewer and author are always concealed from both parties. All manuscripts are reviewed initially by the editorial board and only those papers that meet the scientific and editorial standards of the journal, and fit within the aims and scope of the journal, will be sent for outsidess review.

Contributions are considered for publication only on the understanding that they are not simultaneously under consideration elsewhere in English, that they are the original work of the author(s), and that any previous form of publication and any current consideration in other languages are disclosed. Authors assign copyright to HERPNET.

### **Submission Preparation Checklist**

As part of the submission process, authors are required to check off their submission's compliance with all the following items and submission may be returned to authors that do not adhere to these guidelines

- A. The submission has not been previously published, nor is it under consideration by another journal.
- B. The submission is written in English without technical terms and jargon.
- C. **Cover sheet** should contain title, full name, institution, address, phone and fax numbers and e-mail address.
- D. **Text** should be typewritten on one side of A4 size papers with 30mm margins. Each typewritten page should have 42lines, approximately 500 words with Times New Roman '12' point character
- E. **References** should strictly follow the most current APA style.
- F. **Tables** should be self- explanatory and inserted where it is supposed to appear in the body of the paper. A short title should be provided with any additional information contained with a lucid form to explain the meaning of the content.

G. **Figures** are referred to for all drawings, diagrams, graphs and photographs. These should be of the highest quality and suitable for direct reproduction. Each figure should be presented within the body of the paper.

H. **An abstract** of 150 words is included for articles

I. **The author's profile** is completed and updated.

**5. Whether or not the manuscript** is accepted, the timing of production is decided by the Editorial board.

**6. Galley Proof** will be sent to the corresponding author if there is sufficient time to do so. The authors are responsible for reading the first galley proof. No change of content of the manuscript is permitted on the galley proof without the consent of the Editor- in-Chief.

**7. Copyright.** The articles published in the Journal of Educational Review (JER) are subject to copyright. All rights are reserved by Higher Education Research and Policy Network (HERPNET) % Department of Educational Management, University of Ibadan, Ibadan, Nigeria.

#### **8. Submission of Manuscripts**

- **Via traditional mail:** Submit 3copies of the article to Dr. Afoakemi Oredein  
This should be submitted with an electronic copy ( flash drive/C.D)
- **Via E-mail:** Send the article as an e-mail attachment to [opyoredein@yahoo.com](mailto:opyoredein@yahoo.com). The attachment should be readable by Microsoft Word. Adhere to the requirements in the preceding paragraphs. Detail information about the Network and the journal can be downloaded on [www.herp-net.org](http://www.herp-net.org)