

## Essay Formatting Requirements

### **To be eligible for the IvyPanda Scholarship, your essay must contain:**

1. A heading in the upper left-hand corner of the first page including your name and the date
2. A header with your last name and the page number in the upper right-hand corner of each page
3. A Works Cited page as a separate page of your essay with the title "Works Cited" (centered and without quotation marks)

### **To get the maximum points for your referencing system, make sure to format your paper according to the requirements of MLA style:**

1. The paper should have an original title. The title should not be bolded, italicized, or placed in quotation marks.
2. The essay should have 1-inch margins on all sides.
3. The paper should be written in 12-pt. Times New Roman font (or another standard font like Arial).
4. The essay should be double-spaced.
5. Each in-text reference should include a parenthetical citation with the author's last name and the page number from which the information was taken. If the author is already mentioned before the reference, the parenthetical citation can include only the page number.
6. All direct quotes should be in quotation marks.
7. All sources should be listed on the Works Cited page.
8. Entries on your Works Cited page should be in alphabetical order by author's last name.
9. Each bibliography entry on your Works Cited page should have all required components in the correct order according to MLA formatting style requirements.
10. There should be proper usage of italics, quotation marks, and punctuation on your Works Cited page according to the requirements of MLA style.