

## Air University Press Submission Guidelines (2025)

Please read this section carefully. We cannot accept manuscripts that are not submitted according to the procedures described here.

- All submissions must comply with applicable executive orders and Department of Defense directives. AUP will not accept work that promotes or centers on diversity, equity, and inclusion (DEI) initiatives or climate change advocacy. Submissions must focus on mission-relevant content that supports war fighting, strategy, regional security, and US national defense objectives.
- All submissions must comply with the *Air University Style and Author Guide*, which is based on *The Chicago Manual of Style*, 18th edition.
- The use of AI and machine learning tools (e.g., ChatGPT, Grammarly, etc.) to author original scholarly content does not meet AUP's requirements for authorship, except in specific, limited circumstances. These restrictions do not include the use of tools like language translation services, but they should be disclosed at submission.
- Authors are accountable for the accuracy, integrity, and originality of their research, including for any use of AI in its creation. Any use of AI to author content or manipulate data or images breaches AUP's plagiarism policy. These restrictions do not include the use of standard image editing and creation tools, such as Photoshop or Illustrator. If AI is used to generate an image outside of these practices, it should be disclosed at submission.
- Scholarly works must be the author's own and not present others' ideas, data, words, or material without adequate citation and transparent referencing.

### Submitting a Manuscript for Consideration

To have a manuscript considered by the AU Publication Review Board, email the double-spaced Word document along with your full contact information (phone number, email address) to [airuniversitypress@au.af.edu](mailto:airuniversitypress@au.af.edu) (or use DoD SAFE if file is too large).

- Include a brief note identifying: your potential audience, your project's value to the Air Force, and your background and expertise. Confirm that your manuscript is original and not under consideration elsewhere. This is your opportunity to share why your scholarship will be of value to our audience.
- We welcome research first written in an AU schoolhouse or for doctoral dissertation, but authors should shape that academic product to the submission guidelines' requirements for professional publication at AUP.
- Submissions that are elevated to the Publication Review Board will be peer reviewed.

- Authors whose submissions are approved by the Publication Review Board will be contacted by an AUP project editor and provided the Publishing Guidelines. At that time, the Publishing Agreement will be signed and authors will need to supply all required documentation.