

Trainee Editing Service Request Form

About the program:

The Trainee Editing Service is a program at MD Anderson Cancer Center comprised of postdoctoral fellow editors with various backgrounds. This program serves two purposes: (1) to provide a free peer-editing service to MD Anderson graduate students and postdoctoral fellows, (2) to present an education opportunity for postdoctoral fellows who wish to gain editing experience. The program encourages submission of early-phase manuscripts, award applications, reviews, book chapters, etc. Full follow-up editing of trainees' original research papers is still available through the Department of Scientific Publications, which should be contacted separately.

Directions: You will send this form along with your document (in Microsoft Word format) to be edited to TES@mdanderson.org, and it will be forwarded to an editor whose expertise is in the same field as your body of work. **Please attain PI permission, and carbon copy "cc" your P.I. onto your submission email.**

Date requested		Date you'd like edits returned	
Name		E-mail address	
P.I.		P.I. E-mail address	
Department			
Key words (i.e. Radiation physics, biostatistics, basic, genomics, etc.)			
Requesting specific editor?			
Please select type:	A) Research paper B) Grant proposal C) Book Chapter D) Review Article E) Award application F) Other, please specify:		
What would you like to be edited?	A) Scientific content B) Grammar/word choice C) Both D) Other, please specify:		
Comments			

Confidentiality Statement

The Trainee Editing Service (TES) considers all submitted documents as privileged information. All editors are bound by the Confidentiality Agreement signed upon acceptance to the editorial board. Editors must exclude themselves from the review of any document that might involve a conflict of interest or the appearance thereof. To this end, TES editors will disclose to the Editor-in-Chief any conflicts of interest that make inappropriate their knowledge of the information included in the document. The editing process rests on the assumption that the assigned editor and Editor-in-Chief will treat all documents as privileged information; therefore, the editors will not use knowledge of the work to further their own interests and will not discuss submissions with others.

Authors may disqualify potential editors, which should be indicated above in the "Comments" section. Authors are encouraged to request specific editors to the Editor-in-Chief whose scientific background allows them to thoroughly review the manuscript. More information regarding areas of expertise can be found on our [website](#). Edited and unedited documents will not be stored on personal computers.