



**WAGNER**  
LEADERSHIP INSTITUTE  
LOUISIANA



### Guidelines for Acceptable WLI-LA Self Evaluation Papers

The WLI-LA board has developed this document to give further guidance to WLI-LA students on preparing acceptable self evaluation papers. Papers which are submitted and do not meet these guidelines will be returned to the student for correction.

1. All papers must be single spaced with no greater than (a) 14 point font size, (b) 1.25 inch left/right margins, and (c) 1.25 inch top/bottom margins. Blank lines between paragraphs are permitted.
2. All papers must be between a minimum of three full pages in length and a maximum of five full pages in length.
3. To receive credit (TU's) for completing the class, students have 90 days from the date of the end of the class to submit an acceptable paper. If the 90 day time limit to submit the paper has elapsed when the paper is returned to the student for correction, the student will have two weeks from the time of return to resubmit an acceptable paper.
4. Optional reading reports for up to 2 additional TU's, as described by the student handbook, may be turned in at any time.
5. Taking good notes during the class will ensure that the student will be able to make mention of some contribution from all the speakers somewhere within the content of the paper.
6. Acceptable papers should reflect how you, the student (not your parent, child, sibling, or friend), were transformed by the teaching rather than focusing on class content exclusively. These then are the areas of focus for your paper, (a) you and how you were transformed by the teaching, and (b) the speaker's content of the class which particularly impacted your life or was meaningful to you in light of circumstances you are facing.