

**General Guidelines for All Papers**

**72nd AAEP Annual Convention**

**December 7-11, 2026 | Las Vegas, Nevada**

**Submission Deadline: March 1, 2026, Midnight EST**

**Submit Online:**

<https://www.abstractscorecard.com/cfp/submit/login.asp?EventKey=CDQODLIV>



All papers must be submitted online by the posted deadline. Late submissions will not be considered or reviewed. All deadlines must be strictly followed to ensure the Proceedings are available at the Convention.

Failure to adhere to these guidelines will result in **non-acceptance**. It is the author's responsibility to demonstrate the scientific value of the submission and to present the material clearly for the reader.

Specific submission instructions for **Scientific Papers**, **How-To Papers**, **Review Papers**, **≤300 Word Abstracts**, and **Business Papers** are provided in their respective sections. All submissions must conform to these **General Guidelines**.

### **Formatting and Style**

- **Font:** Times New Roman, 12-point
- **Spacing:** Double-spaced
- **Margins:** 1 inch

Proceedings must be written in the **third person**. Avoid using first-person pronouns (I, we, my, mine, us, our, ours).

- *Example (Third Person):* "The results of the study indicated that A plus B did not equal C."
- *Incorrect (First Person):* "We concluded from our results that A plus B did not equal C."

Use **generic names** for all medications, supplies, and equipment.

- Trade names may be footnoted when the product is critical to the procedure.

- Provide manufacturer's full name and address in the footnote.

Express all dosages, weights, and measurements in **metric units** with specific time intervals.

- *Correct:* 22 mg/kg, q 12 h, IV
- *Incorrect:* 10 mg/lb, BID, IV

Follow **Nomina Anatomica Veterinaria** nomenclature for anatomical references.  
([https://www.wava-amav.org/downloads/nav\\_6\\_2017.zip](https://www.wava-amav.org/downloads/nav_6_2017.zip))

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## Section Headings

Please refer to the specific guidelines for your submission type, as required section headings vary depending on the category of paper.

## Paper Title Guidelines

Titles should be:

- **Concise, informative, and written in title case**
- Formatted as **headlines**, not as complete sentences
- Free of unnecessary punctuation
- *Good:* Intra-Articular Therapies for Managing Coxofemoral Osteoarthritis in Horses
- *Not Ideal:* This paper explores how intra-articular therapies can help manage coxofemoral osteoarthritis in horses

The goal is to clearly convey the topic without reading like the first line of the abstract.

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## Acknowledgments

Include the following, if applicable:

- Declaration of Ethics
- Conflicts of Interest
- Funding/Material/Technical Support

Refer to the **specific paper type guidelines** for Acknowledgment formatting.

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## Declaration of Ethics

- Authors must declare adherence to the **Principles of Veterinary Medical Ethics of the AVMA**. <https://www.avma.org/KB/Policies/Pages/Principles-of-Veterinary-Medical-Ethics-of-the-AVMA.aspx>)
  - Ethical considerations must also be discussed during the oral presentation.
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## Conflicts of Interest

- Authors must disclose any potential or actual financial or personal conflicts related to companies or products featured in the submission or their competitors.
- It is the submitting author's responsibility to ensure all listed authors comply with this policy.

 *Example:*

Dr. John Doe has no conflicts of interest. Dr. Jane Doe served as a paid consultant and board member for Company ABC, which manufactures Product XYZ discussed in this paper.

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## Funding Sources

- All **financial support or sponsorship** relevant to the work described in the paper must be disclosed.
- This includes, but is not limited to:
  - **Research funding or grants**
  - **Material or technical support**
  - **Clinical trial sponsorship**
- Authors must also disclose any **financial interests** they or their co-authors hold in companies associated with:
  - Products or services featured prominently in the submission
  - Competing products or companies
- Types of financial interest that require disclosure:
  - **Ownership** or equity stake
  - **Employment** (current or past)
  - **Consulting relationships**
  - **Advisory board membership**
  - **Service as an officer or board member**
- These disclosures must be included in the **Acknowledgments section** of the paper.

- Disclosure of financial interests **does not automatically exclude** a paper from acceptance but is required for transparency during the review process.
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## References

- References must conform to **Vancouver style**, following **JAVMA guidelines**.
- Only include references that are **relevant and necessary**.
- Number references **consecutively** in the **order they are first cited** in the text.
- Use **superscript numbers** for in-text citations.
  - *In-text example:* This method has been validated.<sup>1</sup>
- In the reference list:
  - List **all authors** when there are three or fewer.
  - For four or more authors, list the **first three followed by “et al.”**
  - *Reference example:*
    1. Smith AB, Johnson CD, Lee EF. Regional limb perfusion in equine practice. *Equine Vet J.* 2021;53(2):123–129.
- Authors are responsible for the **accuracy and formatting** of all reference citations. Improper citations may delay or prevent publication.
- Use **standard journal abbreviations** (e.g., *J Am Vet Med Assoc*, *Equine Vet J*). Abbreviate all others per the **National Library of Medicine** or **Index Medicus**.

## Examples by Source Type

- **Journal Articles:**
  1. Auer JA, Martens RJ, Williams EH. Periosteal deformities in foals. *Am J Vet Res.* 1982;181:459–466.
  2. Murphy CJ, Lavoie JP, Groff J, et al. Bilateral eyelid swelling attributable to lymphosarcoma in a horse. *J Am Vet Med Assoc.* 1989;194:939–942.
- **Books:**
  1. Turner AS, McIlwraith CW. *Techniques in Large Animal Surgery*. Philadelphia: Lea and Febiger; 1982:186–191.
  2. Devlin TM, ed. *Textbook of Biochemistry with Clinical Correlations*. New York: John Wiley & Sons; 1982:14–36.

- **Chapters in Books:**

3. Axelrod B. Glycolysis. In: Greenberg DM, ed. *Metabolic Pathways*, vol 1. 3rd ed. New York: Academic Press; 1967:112–145.
4. Kainer RA. Functional anatomy of equine locomotor organs. In: Stashak TS, ed. *Adams' Lameness in Horses*. 4th ed. Philadelphia: Lea and Febiger; 1987:12–18.

- **Proceedings:**

5. Divers TJ. Acute renal failure in horses and cattle. In: Proceedings. 3rd Am Coll Vet Intern Med Forum; 1985:93–95.
6. Lamb CR, Koblik PD, O'Callaghan MW, et al. Comparison of bone scintigraphy and radiography in equine lameness. In: Proc Am Assoc Equine Pract. 1989;35:359–368.

- **Footnotes/Other Sources:**

- **Thesis:**
  - a. Jones CD. The selective advantage of the ABO blood groups [thesis]. Ithaca, NY: Cornell University; 1990.
- **Personal Communication:**
  - b. Bramlage LR. Lexington, KY. (personal communication) 1996.
- **Unpublished Data:**
  - c. Smith AB. Unpublished data. January 1990.

✉ For help with reference formatting please google “Vancouver citation tutorial” or check this link with a roughly 3-minute video: [Bing Videos](#).

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## Product and Equipment Names

- Identify all products by **generic names**.
- Include manufacturer's full name and address in footnotes when critical to the outcome.
- **Example:**

All horses were sedated with detomidine HCl (10-20 mg/kg IV) and butorphanol tartrateb (0.01-0.02 mg/kg IV).

a Orion Corporation, Espoo, Finland.

b Torbugesic®, Fort Dodge Animal Health, Fort Dodge, IA 50501.

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## Figures and Tables

- Figures must be cited in the text (e.g., Fig. 1, Fig. 2, etc) in order of appearance.
  - Number all figures to correspond with in-text citations.
  - Include figure legends (≤40 words).
  - Tables should be self-explanatory with concise, descriptive titles.
  - **All figures, tables, and text must be submitted in the same document.**
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## Permissions

If previously published material is used, **written permission from the copyright holder must accompany the submission.**

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## IACUC Approval

All animal use must comply with **Institutional Animal Care and Use Committee (IACUC)** standards.

When citing IACUC approvals, omit institution names and approval numbers. Starting in 2026, you may be required to provide these as part of your paper submission process.

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## Compounded Medications and Medical Devices

- Submissions must comply with **AAEP Equine Veterinary Compounding Guidelines (2024)**. [AAEP-Drug-Compounding-Guidelines-revision-Final-2025.pdf](#)
- Compounded products or veterinary medical devices cannot be used in place of FDA-approved drugs if an approved product exists for the intended use.
- Submissions using compounded products or veterinary medical devices will be reviewed by experts prior to consideration for the program.\

## Blinded Review Policy

To ensure an unbiased review process:

- **Do not** include author names, institutional affiliations, or identifying details in the manuscript body.

- Avoid references to specific facilities, IACUC or institutional approval numbers, and loaning institutions.
  - If required, state generically that “IACUC (or equivalent) approval was obtained.”
  - Remove identifying information from **file properties** (e.g., Word or PDF metadata) prior to submission.
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