

## ESSAY CONTEST RULES & REGULATIONS

**Eligibility:** The contest is open to students who (1) attend school in the Eastern District of Louisiana (Assumption, Jefferson, Lafourche, Orleans, Plaquemines, St. Bernard, St. Charles, St. James, St. John, St. Tammany, Tangipahoa, Terrebonne, and Washington Parishes), and (2) are in grades 9-12, attending public, private, religious, or charter school, or (3) are enrolled in a GED or correspondence school program, or (4) are attending a home school program.

**Submission Guidelines:** Each essay submission must adhere to the topic and should fully answer the essay question. Each essay submission must adhere to the word limits for the question (between 500 and 800 words), be double spaced, in an easily read 14pt font, and be submitted by 11:59 pm (CST) on March 5, 2021, in order to be considered and judged. Proper use of citations and bibliographies will be credited during judging. Citations and bibliographies will not be included in the word count. Each essay submission must be submitted electronically as a PDF document attachment along with a completed contest entry form sent via email to [edla\\_contests@laed.uscourts.gov](mailto:edla_contests@laed.uscourts.gov). The contest entry form should be sent as a separate PDF document in the same email. **Please do not include your name on your essay submission.** Only emailed essay submissions will be accepted for the contest. Only one essay submission per student will be accepted.

**Contest Period:** Essay submissions will be accepted beginning February 5, 2021. The deadline for essay submissions is 11:59 pm (CST) on March 5, 2021. Contest finalists will be selected by March 19, 2021, and informed of their selection. 1<sup>st</sup> place, 2<sup>nd</sup> place, 3<sup>rd</sup> place, and two (2) honorable mention prize winners will be announced on March 31, 2021, via a virtual Zoom event scheduled for 4:00 pm. All contest entrants interested in attending the Zoom event will be provided Zoom access information prior to the event.

**Judging and Timing:** After the contest period, the judges selected by the U.S. District Court for the Eastern District of Louisiana will review and select finalists from all the eligible essay submissions received. The judges will then select the prize winners. Essay submissions will be evaluated based upon the following criteria: adherence to the topic, originality, organization, depth of analysis, and writing style and proper use of citations and bibliographies. 1<sup>st</sup> place, 2<sup>nd</sup> place, 3<sup>rd</sup> place, and two (2) honorable mention prize winners will be announced on March 31, 2021, via a virtual Zoom event scheduled for 4:00 pm. The U.S. District Court for the Eastern District of Louisiana reserves the right in its sole administration of the contest to disqualify any individual they find or believe to be tampering with

the essay submission process or the administration of the contest, be acting in violation of these official rules and regulations, or plagiarizing content in any form. The selection of the judges is within the sole and absolute discretion of the U.S. District Court for the Eastern District of Louisiana. Students participating may not have a direct connection to any judge selected to evaluate essay submissions.

**Awards:** 1<sup>st</sup> place, 2<sup>nd</sup> place, 3<sup>rd</sup> place, and two (2) honorable mention prize winners will be announced on March 31, 2021, via a virtual Zoom event scheduled for 4:00 pm. Winners must submit a release form allowing the U.S. District Court for the Eastern District of Louisiana to publish their essays in print publications and on the public court website. Winners will be required to provide and authorize use of photographs of themselves in contest-related promotional materials. Winners will receive the following prizes based upon the judges' evaluations as outlined above:

- 1<sup>st</sup> place: \$2,000
- 2<sup>nd</sup> place: \$1,500
- 3<sup>rd</sup> place: \$1,000
- Two (2) Honorable Mentions: \$500 each

Prizes will be awarded within three (3) months of the close of the contest. Prizes not claimed within 180 days of the check date will be void. The U.S. District Court for the Eastern District of Louisiana will make reasonable efforts to mail the prize to the winner and is not responsible for incorrect addresses provided by the contestant. All entrants are solely responsible for understanding and complying with any and all federal, state, and local laws, codes, regulations, and ordinances that may apply to the entrants and the activities in which such entrants may engage. There may be tax consequences associated with the prizes and income received by a contest winner, which may include, without limitation, an obligation to report as income and to pay taxes on such income to federal, state, or local authorities. Each contest winner is responsible to determine the tax consequences of the income received and to comply with all applicable laws in all respects.

**Privacy Statement:** Upon submission of an essay, the essay submission becomes the property of the U.S. District Court for the Eastern District of Louisiana. By entering the contest, entrants grant the U.S. District Court for the Eastern District of Louisiana a right to use their respective names, cities and states of residence,

pictures, and likenesses without compensation and without any requirement of notification or permission, for the express purpose of publicity of the U.S. District Court for the Eastern District of Louisiana and the contest in any and all media, now or after. Entrants also grant the U.S. District Court for the Eastern District of Louisiana permission to use their name and essay submission to further its educational mission.

**Availability Disclaimer:** The administration of the contest, including, without limitation, determining the eligibility of a student or essay submission, selecting of a judge, evaluating any essay submission, and awarding of the prizes, is within the sole and absolute discretion of the U.S. District Court for the Eastern District of Louisiana. No student, or person or organization related thereto, has a right to appeal, contest, dispute, or otherwise challenge any aspect of the administration of the contest, and any decision of the U.S. District Court for the Eastern District of Louisiana is final. No responsibility is assumed for incorrect or inaccurate essay submissions whether caused by any of the equipment or programming associated with or utilized by this contest or by any human error which may occur in the processing of essay submissions into this contest. The U.S. District Court for the Eastern District of Louisiana is not responsible for lost, late, misdirected, or delayed essay submissions or any problems or technical malfunctions of any telephone network or lines, computer on-line systems, servers or providers, computer equipment, software, failures of players on account of technical problems, or traffic congestion on the Internet or at any website or combination thereof. If, for any reason, the contest cannot be conducted as planned, including infection by computer virus, bugs, tampering unauthorized intervention, fraud, technical failures, or any other causes beyond the control of the U.S. District Court for the Eastern District of Louisiana, which corrupt or affect the administration, security, fairness, integrity, or proper conduct of this contest or for any reason the U.S. District Court for the Eastern District of Louisiana deems it necessary, the U.S. District Court reserves the right to cancel, modify, or delay the contest.

**Questions:** Contact the Clerk's Office for the U.S. District Court for the Eastern District of Louisiana at (504) 589-7654 or [edla\\_contests@laed.uscourts.gov](mailto:edla_contests@laed.uscourts.gov).