

## APA STYLE – RESEARCH PAPER FORMAT

### TITLE PAGE

Use **12-point Times New Roman** font.

**Center and double space** the full title of your paper, your name, as well as the college name.

Running head: SHORT TITLE 1

Full Version of Your Paper's Title

Your Name

John Jay College of Criminal Justice

Insert **page numbers** in the upper right corner.

Flushed left, the words "**Running head**" should only appear on the title page. After a colon, put in a **short version of your paper's title in caps**.

The **short version of your paper's title should appear on all subsequent pages** (but the words "Running head" show up only on the title page).

### ABSTRACT

**Center** the word **Abstract**.

**Do not indent the first line.**

Do not exceed **250 words**.

SHORT TITLE

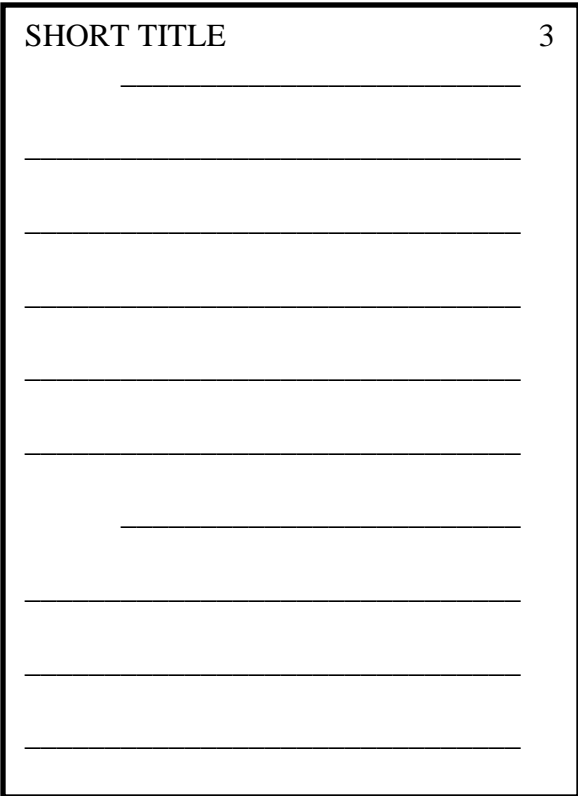
2

Abstract

The **abstract** succinctly **summarizes** your paper. It thus provides a quick overview of its focus and main points.

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## MIDDLE



**Page numbers**  
Insert page numbers in the upper right corner.

**Typeface**  
12-pt Times New Roman

**Line spacing**  
Double-space between all lines of the paper.

**Paragraphs and indentation**  
Indent the first line of every paragraph.  
Text should be flushed left.

## REFERENCES

**References**  
References start on a new page.  
Center the word References.

**Alphabetical order**  
Alphabetize references by the author's last name (if there's not author, the first letter of the title).

**Line spacing**  
Double-space throughout.

**Indentation**  
The first line of every entry is flushed left. Subsequent lines are indented 0.5" (or five spaces).

