**HPTN Manuscript Review Committee (MRC) Submission Form**

*Word version of Submission Form must be included with all submissions to the MRC*

All manuscripts, abstracts, and presentations generated from HPTN research are subject to the HPTN Publication Policy ([Section 21 of the Manual of Operations](https://www.hptn.org/manual-of-procedures)).

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| **For conference abstracts** – What is the submission deadline?  | *The MRC requires* ***three working days*** *to review abstracts*. *If an abstract is submitted to the MRC late and the MRC finds it not suitable, the author will be required to retract the conference submission.* |
| HPTN study number and name |  |
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| Lay summary of submission (~3 sentences) |  |
| *All HPTN study products should include the HPTN study number in the title.* Does the title contain the HPTN study number?  | [ ]  Yes[ ]  No **(if no, please explain why)** |
| Does authorship include “*the* ***HPTN XXX*** *study team”* | [ ]  Yes[ ]  No **(if no, please explain why)** |
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