

Guest Blog Writer's Guidelines

We love Guest Bloggers!

For 19 years Total Learning Centers has helped kids remove obstacles to learning. We have a day school as well as after-school tutoring for all ages. Parents are generally middle to upper class who want what's best for their children (like most parents) but are frustrated as to how to best help. Students struggle with various aspects of school – organization of homework and other study areas; skills of reading, writing and math; etc. as well as dealing with the stresses involved in not meeting other's (and their own) academic expectations.

Review our guidelines before submitting. Be aware we do not accept every article submitted. We review for content and all links. We frequently add an "Editors Note" to explain how we might apply whatever the content is at Total Learning Centers.

Rule #1: Authors must write great (interesting, clean, relevant, etc.) content.

Rule #2: No Spam - Watch outgoing links for spam.

You should have links within your article. However, you may not sell anything and all links must relate to your article.

Specifically:

- **A bio should only contain 1 or 2 links** – to the your website, Twitter handle, or blog.
- **A blog post should contain a minimum of 4 links** – I don't have a maximum number of links that should be in a post, but I do have a minimum.

Rule #3: The content must be detailed and unique.

The content needs to be at least 1,000 words. No longer than 1500.

Please be aware we use a free services, such as, [Copyscape](#), which will point out any duplicate or similar articles.

Rule #4: We like great posts about education that help students and their families.

Rule #5: TLC will own the content.

Rule #6: We do not accept:

- blogs from competitors.
- syndicated unoriginal posts.
- press releases.
- unfinished drafts.

Other Important Notes:

- **Image requirements:** You may or may not attach images with your submission. If you do, please provide a source (if necessary).
- **Citing sources:** please cite your sources through **external links** in your article, or provide citations when necessary.
- **Accepted formats:** Please send your submission as a **Word document file**.
- **Point of submission:** all requests and submissions are to go through our Executive Director success@totallearningcenters.com . After review, submission will be passed along to the Marketing Assistant, who will then edit and post content. Submissions usually go live within **1-2 weeks after acceptance**. The Marketing Assistant will **alert you via email** when the post goes live.
- **Important editing information:** TLC reserves the right to edit their headlines, body copy and anything else once submitted. Content posted on our website become Total Learning Centers property.
- **What happens if refused:** We do not give feedback on every submission or let every writer know what needed to be changed or improved to make the cut.