



Reprints and Permissions

Reprints

How do I obtain reprints?

Juli Valentine, senior editorial assistant, can provide a cost estimate for reprints of an article in the magazine, either in full color or black and white. The minimum quantity is 25 copies. A regular schedule takes 2-3 weeks. Rush orders take 7-10 days.

Please explain briefly the quantity requested, whether you wish pricing on color and/or black and white, shipping instructions and whether you are trying to meet a time-critical deadline (e.g., workshop handouts). Send that information by e-mail to jvalentine@aasa.org. For questions, please e-mail Juli or call 703-875-0772.

Permissions

How do I obtain copyright permission for an article?

School Administrator retains copyright on nearly all articles we publish. We limit copyright permission to two articles (or fewer) from any one issue.

Please explain briefly how you plan to use the article(s), how many copies you plan to make and whether you will be charging for them. Be sure to provide the name of the publication, month and year of the magazine, and the title and author of the article(s) requested. Please allow a week's response time.

You may contact the magazine by e-mail, mail or fax:

Juli Valentine

jvalentine@aasa.org

School Administrator

AASA, The School Superintendents Association

1615 Duke Street

Alexandria, VA 22314

Tel: 703-875-0772 | Fax: 703-841-1543