

Title:  
USC editorial style guide

Word Count:  
472

Summary:  
Why a University Style Guide?

This online version of the University Publications Editorial Style Guide contains several revisions. Some of these changes address issues specific to Web content and are indicated with a symbol. We first published the Editorial Style Guide in March 1996 to provide consistency among members. There are available many guides to writing style, so why couldn't we simply choose one of those? As we developed the guide, it also became clear that many grammatical issues arise every day and. Of course, matters of style and usage continue to evolve, and as they do we will continue to revise. To the Table of Contents or use the links on the far left.

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Keywords:  
UNIVERSITY OF SOUTH CAROLINA

Article Body:  
I. UNIVERSITY OF SOUTH CAROLINA

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#### A. General

1) Lowercase the when making formal reference to the University of South Carolina. Capitalize More than 350 degree programs are offered at the University of South Carolina. More than 350 degree programs are offered at the University.

2) Shorter form written reference to the University as USC is acceptable. Do not use periods o

#### B. Campuses

1) When referring to all eight campuses, the use of system is no longer acceptable, except in  
2) Formal written reference to a campus should consist of University of South Carolina followed by  
University of South Carolina Columbia or USC Columbia  
University of South Carolina Aiken or USC Aiken  
University of South Carolina Beaufort or USC Beaufort

Campuses other than Columbia may refer to themselves informally with the use of initials as a

3) The Columbia campus may be referred to as the University of South Carolina's main campus. T

- 4) Aiken, Beaufort, and Upstate may be referred to as senior or four-year campuses.
- 5) Lancaster, Salkehatchie, Sumter, and Union may be referred to as regional campuses. They sh
- 6) When referring informally to any campus, do not capitalize the word campus.

The Sumter campus will hold graduation ceremonies on May 7.  
Funds were sought for renovations on the USC Beaufort campus.

Note: With this language, USC and the University become the official reference for all eight c

#### C. Named Schools

- 1) Use Moore School of Business for all standard references. The full name--The Darla Moore S
- 2) Use Arnold School of Public Health for all standard references. The full name--The Norman J
- 3) The with an initial capital "T" is part of the official name of The Graduate School.

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