



CTOS 2025 Abstract Submission Requirements

Important Dates & Information

Abstract Submissions Open	April 1
Abstract Submission Deadline	June 29
Abstract Acceptance Notifications	Mid-Late August
Meeting Dates	November 12-15

- Abstracts will be accepted in English only.
- There is no fee for submitting an abstract
- CTOS membership is not required to submit an abstract
- There is no limit to the number of abstracts you may submit, however, an individual may not be offered more than 2 oral presentations.
- Trials in Progress abstracts require that the trial is open for enrollment.
- Late Breaking Clinical Trials abstracts should be submitted within the submission deadline. If the abstract is accepted, the program committee will communicate guidelines for the data to be received.
- Encore abstracts are accepted.
- Embargo policy is abstracts will be available to all delegates registered for the meeting on Wednesday, November 5th one week prior to the official start of the meeting. Embargo is lifted on Wednesday, November 12th at 9am EST.
- Revisions to abstracts will not be accepted after the abstract submission deadline in order to protect the integrity of the review process. Requests for changes (typos or minor text corrections) will be reviewed on a case-by-case basis and must be sent in writing by the first author to CTOSspeakers@conferencemanagers.com.

IMPORTANT!!

- The title of the abstract should include significant words that reflect the content of the abstract but not refer to the study results or conclusions.
- Commercial names may not be used in the title of the abstract. Compounds should be mentioned with the generic name in lower case. Commercial names are admitted in the text, with the ® symbol, and if in brackets following the generic name, i.e. 'generic (Commercial®)'.
- The name(s) of the legal entity/entities responsible for the governance, coordination and running of the study detailed in the abstract, and the name(s) of the organisation(s) providing funding must be provided. This information will be published with the abstract.
- Abbreviations may be used in the title and text of abstracts if they are defined. Terms must be spelt out in full at first mention and followed with the abbreviation in parentheses. Particular care should be taken to identify complex chemotherapeutic regimens
- The character limit for all submitted abstracts is set at 2,000, excluding spaces. This limit includes characters entered in the title, abstract body and table but not the author names and institutions
- Illustrations and graphs are not permitted. One brief and clear table counting for a default of 225 characters is accepted; however, the table itself must not be longer

than 600 characters. More than one table may not be submitted under the guise of Table 1.1, 1.2 etc.

- All authors should make a declaration of interests. This will be published with the abstract.

Submission Guidelines

Abstract Title: The abstract title must have a short, specific title (containing no abbreviations) that indicates the nature of the submission. The title of the abstract should include significant words that reflect the content of the abstract but not refer to the study results or conclusions. ABSTRACT TITLE MUST BE IN ALL CAPITAL LETTERS. Commercial names may not be used in the title of the abstract. Compounds should be mentioned with the generic name in lowercase. Commercial names are admitted in the text, with the ® symbol, and if in brackets following the generic name, i.e. 'generic (Commercial®)'.

Presentation Type: You will be asked to SELECT ONE.

- Oral
- Poster
- Young Investigator: In 1999 the Board of Directors of the Connective Tissue Oncology Society agreed on the institution of the Young Investigator Award. It was decided that this award would be given to two qualified individuals at the Annual Meeting, and they would present their paper at the meeting. The criteria for this award is the individual should be less than 35 years of age, still in training or has received their first faculty appointment (instructor, assistant professor or equivalent) on or after July 1 of the previous five years. A letter from the Department Chair or Program Director is required to document eligibility when the candidates submit their abstracts for review. Awardees are notified in September prior to the meeting. Each winner receives a complimentary registration to the meeting as well as an honorarium for \$2000 each. Please email your letter to Barbara Rapp at ctos@ctos.org.

Category: You will be asked to SELECT ONE. Options are [HERE](#).

Abstract: You will be asked to complete all 4 sections below. There is a maximum of 2,000 characters for the entire abstract and title (including all 4 sections).

Objective: A short introduction indicating the rationale of the study

Methods: A brief description of pertinent methodological procedures

Results: A summary of the results of the research

Conclusion: A statement of the main conclusions

Oral and Poster Presentation Table: Create up to 1 table or chart that are to be included with your abstract submission. Task to create is noted in submission site. The maximum is 600 characters.

Author/Co-Author list: You will create a list of authors (limit 30). Your submission must have 1 person listed as the "Author" who will serve as the main contact for this submission. We recommend this be the person submitting the abstract. All other individuals added will be listed as "Co-Authors." First Name, Last Name, email address, city, state, country, job title, organization, degrees and role are required for each person. All authors must submit a conflict of interest (COI) statement.

Global Equity Travel Grant: CTOS is pleased to offer 10 Global Equity Travel Grants for 2025. These grants will provide the opportunity to attend the CTOS 2025 Annual Meeting in-person. To qualify for a grant, you must be the lead or co-author on an abstract for the 2025 CTOS Annual Meeting. You DO NOT need to apply with each abstract. PLEASE ONLY APPLY ONCE. Priority will be given to regions with a history of being underrepresented at the CTOS Annual Meeting.

The grants will offer the following complimentary concessions:

- Full Meeting Registration for the CTOS 2025 Annual Meeting
- Hotel room and tax for 5 nights at The Boca Raton Resort (any other expenses will be the responsibility of the individual)

Disclosure Information: The person completing the form is required to submit a Conflict-of-Interest Disclosure by answering the: FDA Disclosure, Manufacturer's Name and Drugs or Devices, and Financial Relationship for the abstract submission. The answers will apply to ALL co-authors listed on the abstract.