



**DECLARATION OF ORIGINALITY, AUTHORSHIP, AND CONFLICT OF
INTEREST, 2026.**

Date:

Revista Costarricense de Orientación
Costa Rican Association of Guidance Professionals

Dear editorial team:

The signatories, in their capacity as authors of the article entitled (indicate name of article):

(provide the article title)

which has been nominated for evaluation in the *Revista Costarricense de Orientación*
(RCO), declare under oath that:



DECLARATION OF ORIGINALITY AND AUTHORIZATION OF PERMISSION TO CONDUCT EDITORIAL ACTIVITIES.

1. The article is original and unpublished; therefore, it consists of an own intellectual production. In addition, this has not been simultaneously postulated in another journal or editorial organization.
2. They authorize the RCO to carry out the following editorial activities in the article (if it is accepted for publication):
 - a. The graphic and style edition of the article or part of it, as established in the editorial policies of the journal.
 - b. The adjustment of the writing to incorporate gender-inclusive language, as established in the editorial policies of the magazine.
 - c. The publication and full reproduction of the article or part of it in printed and electronic media (website, promotional publications of the article in the newsletter of the College of Professionals in Guidance, social and academic networks, among others).
 - d. The adaptation of the article to reading, sound, or voice formats so that people with disabilities can access the information.
 - e. The possibility of translation of the article or part of it into other languages.
 - f. The publication of the article will be carried out through the principles of the Creative Commons Attribution-Noncommercial-No Derivatives 3.0 Costa Rica license (CC BY-NC-ND 3.0 CR). For more information about this license, you can enter the following link:

<https://creativecommons.org/licenses/by-nc-nd/3.0/cr/>



3. The authors provide the permissions for the use of tables and figures that were incorporated into the article and that are not of their own authorship; that is, that the copyright belongs to a third person. Public domain content is excepted.
4. They authorize the RCO to publish, along with the article, the personal data necessary to identify the authors and affiliations, including full name, institution of affiliation, city and country, email and ORCID identifier. Any other personal data other than those indicated above will be protected by the journal and may not be disclosed or transferred to third parties without the consent of the authors.
5. They authorize the use of the author's image in publications on the journal's website and social networks as a strategy to promote the article (if published).
6. Recognize that the *Revista Costarricense de Orientación* and the College of Guidance Professionals do not necessarily share the statements made in the article.



TYPES OF ARTICLES

Select the type of postulated article:

- ☐ A research article.
- ☐ Theoretical review.
- ☐ Essay.



PREPRINT

1. The preprint or pre-published manuscript involves the researchers depositing the article (except for reviews) in a repository specialized in preprints before submitting it for evaluation to the Revista Costarricense de Orientación (RCO), the use of [Zenodo](#) or [Scielo Preprints](#) is recommended.
2. Declares that the manuscript submitted to the journal has been previously deposited as a preprint in a specialized repository for this purpose. Mark with X:

☐ Yes.

☐ No.

If YES, please provide the URL or DOI where this preprint is located:

(Record the URL or DOI of the Preprint)

3. In no case does the deposit of a preprint replace the editor's review and the journal's arbitration process or avoid the corrections that must be made to the manuscript as a result of these reviews.
4. If the journal accepts the manuscript for publication, the post print version (final version) will include, within its information, the URL or DOI address where the preprint is hosted. This means that the preprint must remain deposited and available for consultation.



DECLARATION OF AUTHORSHIPS AND COLLABORATIONS

1. The authors of this article fully comply with the four criteria established by the International Committee of Medical Journal Editors, for the recognition of authorship and contribution, which are detailed below:
 - a) The person has contributed substantially to the conception or design of the article or to the acquisition, analysis, or interpretation of the data.
 - b) The person has participated in the writing of the work or in the critical review of its intellectual content.
 - c) The person has participated in the approval of the final version to be published.
 - d) Be responsible for all aspects of the work to ensure that questions regarding the accuracy or completeness of any part of the work are properly investigated and resolved.
2. The authors are responsible for complying with the aforementioned criteria and indicating to the journal the order of appearance of these, in the line of authorship in the article.
3. The authors are responsible for identifying and mentioning the name of the people who collaborated in the preparation of the article (non-author collaborators). For this identification, they were based on compliance with at least one of the authorship criteria of the International Committee of Medical Journal Editors.



4. Additionally, the journal implements the taxonomy of academic collaboration roles ([CRediT](#)) that allows us to differentiate and recognize the contribution of each co-author in a scientific article.

AUTHORS (COMPLETE ONLY THE NECESSARY TABLES):

Next, the following information of the authors must be completed. It is important to point out that the order of appearance in this section will be the one used in the credits of the article. In the contribution section you must mark with an X those boxes that reflect your contribution in the preparation of the document (for more information go to the link: <https://credit.niso.org/>).

In case you need to add more names, use a new declaration for the remaining authors.



Author 1		Signature (can be manual or digital signature)
Full name		
Institution: (do not use acronyms, indicate independent researcher, in case of not declaring institution)		
City, Country:		
Email: (preferably institutional)		
ORCID Identifier:		
ROR ID:		
Linked In (optional):		
Contribution in the preparation of the article (if the article only has one author, you should NOT complete this section).	☐ Design and elaboration of the manuscript.	
	☐ Data collection.	
	☐ Data analysis.	
	☐ Discussion of results.	
	☐ Review and approval.	



Author 2		Signature (can be manual or digital signature)
Full name		
Institution: (do not use acronyms, indicate independent researcher, in case of not declaring institution)		
City, Country:		
Email: (preferably institutional)		
ORCID ID:		
ROR ID:		
Linked In (optional):		
Contribution in the preparation of the article (if the article only has one author, you should NOT complete this section).	☐ Design and elaboration of the manuscript.	
	☐ Data collection.	
	☐ Data analysis.	
	☐ Discussion of results.	
	☐ Review and approval.	



Author 3		Signature (can be manual or digital signature)
Full name		
Institution: (do not use acronyms, indicate independent researcher, in case of not declaring institution)		
City, Country:		
Email: (preferably institutional)		
ORCID ID:		
ROR ID:		
Linked In (optional):		
Contribution in the preparation of the article (if the article only has one author, you should NOT complete this section).	☐ Design and elaboration of the manuscript.	
	☐ Data collection.	
	☐ Data analysis.	
	☐ Discussion of results.	
	☐ Review and approval.	



**NON-AUTHOR CONTRIBUTOR (COMPLETE ONLY THE NECESSARY
TABLES):**

Collaborator 1		Signature (can be manual or digital signature)
Full name		
Type of collaboration		

Collaborator 2		Signature (can be manual or digital signature)
Full name		
Type of collaboration		



DECLARATION OF CONFLICT OF INTERESTS

1. Select the box that corresponds.

() The authors declare that they have no links to activities or known personal relationships that could inappropriately influence the editorial process.

() The authors declare the following conflicts of interest in the postulated article (example: financial relationships, family ties, personal relationships, others):

It is important to mention that the declaration of a conflict of interest will not affect the image of the authors in the journal, but rather it will allow to establish the best actions to safeguard ethics in the editorial process. If you need to make any query on this subject, send it to the following email: revista@cpocr.com