APPLICATION **FORM**
HOSTING A SCIENTIFIC EVENT

AIESEP

APPLICATION PROCESS INFORMATION

If you are bidding to host an AIESEP event, the first step is to complete this template and submit it to
Tristan Wallhead, AIESEP VP, Scientific Events
wallhead@uwyo.edu

Your proposal will be considered by the current AIESEP Board of Directors.
Please note, you may be asked to meet with the Board for a short presentation and discussion.

GENERAL INFORMATION

Your full name :

Your E-Mail :

Name of proposing host organisation :

Year (and possible month) in which you would like to host the activity :

Type of Event : **World Congress (every four years)**   **International Conference**   **Specialist Seminar**

Location of proposed AIESEP event

Country : 　　　　　　　　　State/Province :

City :

Facility/Institution :

Please identify previous experience of hosting conference activities (max 200 words)

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AIESEP EVENT INFORMATION

How many delegates are you planning to attract? :

What are the bodies/ partnerships that will support hosting the event? :

Please outline financial support provided to support the hosting of this event :

What facilities and technologies do you propose to support the hosting of this event? :

How would delegates travel to this location? :

What accomodation will be proposed for delegates attending this event? :

If applicable, what is the distance between the conference sessions and the accomodation? How will delegates travel between? :

Where will the 'special events' be held? For example, opening ceremony, social dinner, and closing ceremony :

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SCIENTIFIC QUALITY

Who will chair the scientific committee?

:

How will you further the mission of AIESEP to promote research excellence in the field?

:

Are you planning to offer any innovative sessions or activities around research quality?

:

ADDITIONAL INFORMATION

How will this event contribute to AIESEP's strategic priorities? (max 300 words)

Please provide any additional information here