**Proposal for the 2019 IEEE Magnetics Society Summer School** (8 pages maximum)

|  |  |
| --- | --- |
| Proposed dates | Sunday, (day) ~ Friday, (day) / (month) |
| Principal proposer |  |
| Venue |  |

1. Summer School Proposal

|  |
| --- |
| (a) Research activities in magnetics of the hosting institution |
|  |
| (b) Historical and cultural attractiveness of the site (including some representative photos) |
|  |
| (c) Previous experience of hosting international events (especially on magnetism) |
|  |
| (d) Accessibility (including a map, airport(s) and local transportation) |
|  |
| (e) Facilities, housing and meals (including some photos of lecture theater etc.) |
|  |
| (f) Proposed timetable |
| Table 1: Proposed timetable (please modify as appropriate).

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Date | Sun.(date) | Mon.(date) | Tue.(date) | Wed.(date) | Thu.(date) | Fri.(date) |
| Time |
|  |  | Breakfast | Breakfast | Breakfast | Breakfast | Breakfast |
|  |  | Lecture | Lecture | Lecture | Lecture | Lecture |
|  |  | Break | Break | Break | Break | Break |
|  |  | Lecture | Lecture | Lecture | Lecture | Lecture |
|  |  | Lunch | Lunch | Lunch | Lunch | Lunch |
|  |  | Lecture | Lecture | Excursion | Lecture | Lecture |
|  |  | Break | Break | Break | Break |
|  |  | Lecture | Lecture | Lecture | Lecture |
|  | WelcomeReception | Poster | Poster |  | Farewell Party |
|  | Dinner | Dinner | Dinner | Dinner |

 |
| (g) Excursion or cultural activity |
|  |
| (h) Local Organizing Committee (including brief track records) |
| Chair: Program Support (Lectures): Program Support (Posters): Accommodation: Cultural Events: Student Support:  |

2. Budget

|  |
| --- |
| (a) Travel support, lodging, and meals for 90 students: 20 from Asia, 40 from Europe, 20 from North America, 7 from South America, 3 from others |
| Exchange rate used (if applicable): USD 1.00 = (as of ) |
| Table 2: Detailed budget for participants.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 　 | *Unit price* | *Unit* | *No.* | *Total in local currency* | *Total in USD ($)* |
| ***Travel support for students*** | 　 | 　 | 　 |  |  |
|  Flight (Asia) |  | per person | 20 |  |   |
|  Flight (Europe) |  | per person | 40 |  |   |
|  Flight (North America) |  | per person | 20 |  |   |
|  Flight (South America) |  | per person | 7 |  |   |
|  Flight (Others) |  | per person | 3 |  |   |
|  Train (return) |  | per person | 100 |  |   |
|  Bus (return) |  | per person | 100 |  |   |
| ***Travel support for lecturers*** | 　 | 　 | 　 |  |  |
|  Flight (Asia) |  | per person | 3 |  |   |
|  Flight (Europe) |  | per person | 3 |  |   |
|  Flight (North America) |  | per person | 3 |  |   |
| ***Travel support for 4 DLs*** | 　 | 　 | 　 | ***0*** | ***0*** |
| ***Lodging*** *for 100 students* |  | 　 |  |  |  |
|  Bed & breakfast |  | per day person | 600 |  |  |
| ***Lodging*** *for 8 lecturers & 1 staff* |  | 　 |  |  |  |
|  Single en-suite bed & breakfast |  | per day person | 54 |  |  |
| ***Lodging*** *for 4 DLs* |  | 　 |  |  |  |
|  Single en-suite bed & breakfast |  | per day person | 24 |  |  |
| ***Meals*** *for 113 participants* |  | 　 |  |  |  |
|  Tea & coffee (w/biscuits): 8 slots |  | per slot person | 904 |  |   |
|  Lunch |  | per person | 904 |  |  |
|  Dinner (Mon. – Thu.) |  | per person | 452 |  |   |
|  Reception (Sun.) |  | per person | 113 |  |   |
|  Excursion (Wed.) |  | per person | 113 |  |   |
|  Farewell (Fri.) |  | per person | 113 |  |   |
| **Total** |  | 　 |  |  |  |
| **IEEE Mag Soc contribution** |  | 　 |  |  | ***135,000*** |
| **Additional support** |  | 　 |  |  |  |

 |
| (b) Sources of additional support if the total budget is larger than US $135,000 |
|  |
| (c) Any additional remarks |
|  |

Attach a support letter from the local chapter, which is not count for the page limit.