

Application Form | EFPSA Congress 2025 Org Com Coordinator

Introduction

Below you will find the application for the Organisational Committee of the 39th EFPSA Congress. Before filling this in, we kindly ask you to read the questions carefully, as well as the Role Description document of the EFPSA Congress Coordinator. These documents can be found on the website within the call Congress 2025 Coordinator.

Due to the organisational requirements of the Congress, up to two Coordinators may be appointed to hold positions as joint Coordinators, as stated in EFPSA's Domestic Regulations. In this instance, please fill in Part I per each individual.

Part I

Head Coordinator

Name	<Answer>
Surname	<Answer>
Sex	<Answer>
Date of Birth (DD/MM/YYYY)	<Answer>
Citizenship	<Answer>
Country/region of residence	<Answer>
Email address	<Answer>
University name*	<Answer>
Level of study (Bachelors, Masters, or PhD)	<Answer>
Year of study in that programme	<Answer>

* Please note, if you are currently visiting another university, you should not include this detail. This should be the university you will be graduating/have graduated from.

Part II

Please indicate the preliminary team members, their relevant experience (EFPSA positions held, experience in project management and/or event organising, etc.) and the reasons for their selection together with your experience in project management and/or event organising.

Part III

Statement of general motivation

Please describe why your team would like to host the EFPSA Congress 202x. You can include reasons why you believe your country/region is suitable for hosting the event on both scientific and cultural grounds. (Maximum 400 words)

Potential Location/Venue

Please provide a detailed description of potential venues (up to a maximum of three) that could host the Congress. As well as their name, please include information on the location and surrounding area, available facilities, total number of rooms, the size and capacity of lecture halls/rooms, potential costs and availability through the month of April. (Maximum 250 words)

Funding

Please indicate any possibilities of funding available for the EFPSA Congress 202x. You may name entities you have already contacted (or intend to), entities that have supported you in similar projects before and the extent to which they might support you. Additionally, please share your thoughts on the proposed total costs of the event. (Maximum 250 words)

Outline of the Scientific Programme

If you have early thoughts on the contents of the Scientific Programme, then please note them here. You do not need to have a topic decided, but ideas you would like to include are welcome. A more detailed programme should only be developed if you are accepted as hosts. (Maximum 150 words)

Submission Procedure

Completed applications should be saved as a PDF using the following format for the filename: 'Congress2025application_yoursurname_country'.

To complete your application, please provide a copy of your Curriculum Vitae saved as a PDF using the following format for the filename: 'Congress2025application_yoursurname_CV' and a proof of studies (stating that you are a psychology student or graduated within two years) using the

following format for the filename 'Congress2025application_yoursurname_proof_studies'.

Support from the Member Organisation.

Please clearly indicate that you are in contact with your Member Organisation, as we will need an acknowledgement letter from members of the Member Organisation stating their support. Please confirm that you are in contact with the Member Organisation and will provide this letter at a later point in the process.

Please send your application together with your Curriculum Vitae and proof of studies to the Secretary General on the following email address: applications@efpsa.org.

The application deadline is **Sunday 1st October 2023, 23:59 (CEST)**.

Note

You will be invited to an interview conducted by the Events Office within one week of the submission deadline.

Please note that you are expected to present your application at General Assembly I at the Joint Executive Board & Member Representatives Meeting online or on-site (if you are already participating in the event). General Assembly I will be hosted on **Tuesday 17th October 2023 at 13.30 (CEST)**.

If you have any questions or comments, please do not hesitate to contact Sila Soysal (Events Officer) via the following email address: events@efpsa.org.