



Association of American  
Study Abroad Programmes  
United Kingdom

# **Annual Conference 2026 Call for Proposals**

The AASAP/UK annual conference will provide opportunities for professionals in our field and membership network to develop and present sessions in order to share knowledge with colleagues. The following are guidelines to outline expectations for presenters ahead of a proposal submission.

Each session should last 75 minutes in total, including any time for questions. Sessions can take the form of presentations, workshops, or panel discussions. Selections for sessions will be made by the AASAP/UK Board of Directors based on diversity of content, relevance to the field and current challenges, and quality of the proposal.

**Presentation:** A presentation session focuses on sharing information about a specific topic within our field, including but not limited to best practice, new research, or related academic topics. Presentations should have at least two learning objectives that are clearly defined, and should also provide opportunities for audience participation and time for questions or discussion.

**Workshop:** A workshop is an interactive session that, through various activities, promotes active learning on a particular topic. Workshops should have at least two learning objectives, be mainly interactive in nature, and have a collaborative component.

**Panel discussion:** A panel discussion brings together several experts to discuss a particular topic of interest in our field. Panel discussions should include budgeted time for questions and discussion.

### **Presenter Guidelines**

- Members are welcome to co-present with colleagues. Only one proposal should be submitted where two or more colleagues are presenting alongside one another. The person submitting will be asked to confirm that all co-presenters agree to the details included within the proposal, and will participate should the submission be selected.
- An individual may present in only one session during the annual conference.
- By presenting at the AASAP/UK annual conference, you grant permission for AASAP/UK to distribute all session materials to members. All slides or PowerPoints that will be displayed during your session must be forwarded to the conference committee at least 2 weeks prior to the conference start date. Presenters are asked to utilise the AASAP/UK PPT template for their sessions, which will be provided upon acceptance of the proposal.
- Presenters grant AASAP/UK permission to use their likeness in a photograph, video, or other digital media (“photo”) in any and all of its publications, including web-based publications, without payment or other consideration.
- Presenters defend and hold AASAP/UK harmless from and against any and all claims, damages, suits, causes of action, liabilities or expenses (including, without limitation, reasonable attorneys' fees) arising from any allegation or claim that their presentation content infringes the intellectual property rights of any third party.

### **Dates & Deadlines**

Mid-May 2026: Call for proposals is sent  
July 15, 2026: Submission deadline  
Early August: Session decisions will be sent  
August 15, 2026: Conference registration opens

October 23, 2026: Deadline to submit session materials including any materials that need to be printed, Powerpoints, etc.