

**University Student Chamber International Annual Conference (UNIAC)
9 August to 13 August 2018
Tokyo, Japan**

1. GENERAL INFORMATION

- a. Theme: “Youth Envision 2030: SDGs Actions for Shared Prosperity”
- b. Participants: 60 delegates from 20 countries and approx. 200 auditing participants
- c. Dates: 9 August to 13 August 2018
- d. Venue: The University of Tokyo, Japan
- e. Official Language: English
- f. Organized by: University Student Chamber International (UNISC International)

2. PROPOSED PROGRAM

- a. Application time table
 - May 8: Application open
 - June 1: Application deadline
 - June 15: Result of selection announcement
 - June 30: Flight and visa arrangement
 - July 31: Submission of draft speech
- b. Program schedule
 - August 9: Arrival and Check-in, welcome reception
 - August 10: Presentation by each country
 - August 11: Lectures and keynote speeches on SDGs
 - August 12: Discussion sessions
 - August 13: Youth declaration, farewell reception and culture night

3. RECRUITMENT OF YOUTH DELEGATES

- a. Number of delegates: **3 per represented country** (1 president, 1 vice president, 1 accountant)
 - * Submission of application form does not guarantee acceptance into the program. The UNIAC Organizing Committee reserves the rights to select the participants.

b. Eligibility of Youth Delegates

- (i) Between the ages of 18 and 30 years old
- (ii) Full-time undergraduate or graduate school student
- (iii) Proficient in English (suggested TOEFL iBT score: 90, IELTS 7.0)
- (iv) Interested in international relations, development, and SDGs related fields
- (v) Able to participate in the entire program from 9 August to 13 August 2018

c. Required Documents (8 items)

- (i) **Completed application form**: one per group
 - * *File name: (Represented Country)_ApplicationForm (e.g. Japan_Application Form)*
- (ii) **5 minutes video of group presentation** (attach a file or youtube link to email)
- (iii) **Single-page copy of Curriculum Vitae (CV)**: for all three members

- * *File name: (CV_Surname_Title_Country) (e.g. CV_Jones_President_US)*
- (iv) **A scanned copy of the passport:** for all three members (.pdf or .jpg or .jpeg)
- * *File name: (Surname_Country) (e.g. Jones_US)*

d. Submission Guidelines

Application documents must be sent to the Organizing Committee **before 1 June 2018 23:59 JST** (Japan Standard Time) via email: contact@unisc.org.

* Submissions after this deadline will be disregarded.

The result of selection will be announced via email **by 15 June 2018**.

* Personal Information on the application form will only be used for selection process and the conference. We will not resale or use the information to others. The secretariat may contact you regarding the application.

4. EXPENSES / FLIGHT ARRANGEMENT / VISA

- a. The participants will bear the costs of international airfare and travel insurance. Flight should be arranged from home to **Tokyo (Narita International Airport or Haneda Airport)** arriving on **9 August 2018**. Early arrival is not permitted, however, late departure will be at participant's own expenses.
- b. Selected participants will be asked to **book flight tickets before 30 June 2018** and submit the itinerary to the Organizing Committee.
- c. The organizers will bear the hospitality costs of accommodation during the program (check-in on 9 August, check-out on 13 August), local transportation, breakfast and lunch expenses, reception dinner fees (on 9 August and 13 August).
- d. For those who require visa to enter Japan, please indicate it in the application form. Once your group is selected, the Organizing Committee will contact you regarding necessary procedures.

5. CONTACT INFORMATION

UNIAC 2018 Organizing Committee

E-mail: contact@unisc.org

HP: <http://unisc.org/english/>

Official Facebook: <https://www.facebook.com/unisc.international/>

Address: 1-14-13 Nakano, Nakano-ku, Tokyo JAPAN 164-0001

Application Form

There are four required parts:

1. Basic Information: fill in the information of your group and each member (P. 3-5).
2. Application Questions: answer all questions in English (P. 6-7).
3. Presentation Video: 5 minutes
4. Application Checklist: make sure to prepare all 8 items (P. 8).

1. Basic Information

a) Group Information

(1) Group/Organization Name (if applicable)
(2) Represented County*
(3) How did you know about UNIAC? (Website name, Student Organization/Conference etc)

* Delegates must be of the nationals indicated on their passports

b) Individual Information

Member 1 (President)

(1) Name (First/Middle/Family)	(5) Date of Birth (yyyy/mm/dd)
(2) Name (Chinese Character / Kanji) *If you have one.	1. Male 2. Female
(3) Nationality	(6) Sex
(4) Do you require a visa to enter Japan? If you are unsure, check: http://www.mofa.go.jp/j_info/visit/visa/ 1. Yes 2. No	
(5) Department, Year	Department: _____ Grade: B1/ B2/ B3/B4/ M1/ M2/ D1/ D2/ D3/
(6) Affiliation	Name of School: _____ Student organization or student conference(if any): _____
(7) Phone country code	(8) Phone Number
(9) E-mail address	(10) Zip Code

(11) Mailing Address						
(12) Passport No.						
(13) Date of Issue		Y		M		D
(14) Date of Expiry		Y		M		D

Member 2 (Vice President)

(1) Name (First/Middle/Family)					(5)Date of Birth (yyyy/mm/dd)							
(2) Name (Chinese Character / Kanji) *If you have one.												
(3) Nationality					(6) Sex	1. Male 2. Female						
(4) Do you require a visa to enter Japan? If you are unsure, check: http://www.mofa.go.jp/j_info/visit/visa/												
2. Yes 2. No												
(5) Department, Year	Department: _____ Grade: B1/ B2/ B3/B4/ M1/ M2/ D1/ D2/ D3/											
(6) Affiliation	Name of School: _____ Student organization or student conference(if any): _____											
(7) Phone country code	+		(8) Phone Number									
(9) E-mail address			(10) Zip Code		〒							
(11) Mailing Address												
(12) Passport No.												
(13) Date of Issue		Y		M		D						
(14) Date of Expiry		Y		M		D						

Member 3 (Accountant)

(1) Name (First/Middle/Family)					(5)Date of Birth (yyyy/mm/dd)						
(2) Name (Chinese Character / Kanji) *If you have one.											



(3) Nationality		(6) Sex	
		1. Male 2. Female	
(4) Do you require a visa to enter Japan? If you are unsure, check: http://www.mofa.go.jp/j_info/visit/visa/			
3. Yes		2. No	
(5) Department, Year	Department: _____ Grade: B1/ B2/ B3/B4/ M1/ M2/ D1/ D2/ D3/		
(6) Affiliation	Name of School: _____ Student organization or student conference(if any): _____		
(7) Phone country code	+	(8) Phone Number	
(9) E-mail address		(10) Zip Code	〒
(11) Mailing Address			
(12) Passport No.			
(13) Date of Issue		Y	M
(14) Date of Expiry		Y	M

2. Application Questions

*For each question, write one answer as a group.

*You cannot exceed the number of words specified on each question.

1. Explain your motivation and expectation to participate in UNIAC 2018 (Max. 500 words).



2. Briefly evaluate the current progress in achieving SDGs in your country (Max 500 words).
Represented country []

Empty response area for question 2.

3. What further improvements does your country need in order to achieve SDGs? (Max 500 words)

Empty response area for question 3.

4. Write an abstract of your video, and create a concrete plan of achieving the SDGs by 2030 (Max 800 words).

3. Presentation Video:

- For your group video, you are required to choose a few topics of SDGs in which your country puts emphasis on and prepare a **5 minutes presentation in English**, regarding the approaches your country is taking.
- Start the presentation with your names.**
- Your presentation should have concrete examples, make direct connections with the SDGs, and have a meaningful conclusion, which makes your presentation not just a recitation of facts.
- Each member of your group must speak equally during the presentation.
- Each presentation may use materials such as powerpoint or Prezi. If you use any, **please send it to us** via email.
- You must not edit the video, no added effects or BGM.
- Shoot the video so that each of your faces are clearly visible.
- The video can be sent either as a file or included as a Youtube link in the submission email.

4. Application Checklist:

- Completed application form
- 5 minutes video of group presentation: check one of the two boxes below
 - As a Youtube link
 - As a video file
- Single-page copy of Curriculum Vitae (CV): for all three members
 - President
 - Vice President
 - Accountant
- Scanned copy of passport
 - President
 - Vice President
 - Accountant