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| EUROPEAN FEDERATION FOR IMMUNOGENETICS |  |  |  |

**Hosting the International Summer School (ISS)**

**Application form**

The ISS is organised on a rotational basis between EFI, ASHI, APHIA and ARSHI and is therefore organised by EFI every 4 years. In 2025 it is EFI to organise the International Summer School and this our call for applications to host the ISS. We are looking for an EFI member being involved in helping to organise the event at a nice, internationally accessible place in Europe.

If you wish to volunteer to host the ISS on behalf of EFI, please complete the information in the form below. Please be aware of the following points regarding the nature of the ISS:

* it is a small meeting with ~40 delegates,
* costs to participants are kept as low as possible,
* the overall cost (venue, accommodation, meals, social program, travel costs for EFI derived Faculty members) cannot exceed 25,000 euro,
* the venue should be conducive to interactive learning
* the social events should encourage networking and collaboration

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| Organizer |  |
| Contact person |  |
| Address |  |
| Telephone number |  |
| Email address |  |

In a separate document, please provide the following information:

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| Curriculum Vitae of the Organizer | * Attached as a separate document |
| Proposed dates | * Attached as a separate document |
| Description of the proposed venue | * Attached as a separate document |
| Preliminary budget overview | * Attached as a separate document |
| Preliminary suggestions for scientific program | * Attached as a separate document |
| Preliminary suggestions for social program | * Attached as a separate document |

Terms and conditions for applicants and hosts for the International Summer School organised by EFI:

* I hereby acknowledge that all final decisions relevant to the hosting and organisation of the International Summer School rest with or can be overruled by the EFI Executive Committee.
* I hereby oblige to follow all relevant legal obligations there maybe.
* I hereby oblige to disclose to the EFI Executive Committee or to a person designated by the EFI Executive Committee all contractual arrangements prior to execution for approval, and to disclose financially relevant information in a timely fashion.
* Financial liability by EFI is only provided if these procedures are followed.
* Within six months after the International Summer School, a financial statement covering the costs, revenues and tax relevant information concerning the conference must be presented to the EFI Treasurer for review and approval. EFI is entitled to receive all financial benefits of the conference unless agreed otherwise.

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| Date and Place | Signature |
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**Please send completed applications electronically to the EFI Office (**[**efioffice@lumc.nl**](mailto:efioffice@lumc.nl)**)**