

Proposal for IAS Sponsorship of Speakers of Distinguished Lectures

- Note:**
1. Please read the Guidelines on “IAS Sponsorship of Speakers of Distinguished Lectures” before completing this form.
 2. Please attach a copy of the CV of the proposed guest speaker(s) and, preferably, an abstract of the proposed lecture.
 3. In the case where the Host Faculty is the Head of Department/Division, Dean’s approval is to be sought.
 4. To submit a proposal or for any enquiries, please email Miss Nancy PUN of IAS at nancypun@ust.hk.

Part A: To be completed and signed by the Host Faculty (*Please tick as appropriate.)

Host Faculty: (Name and Department)		Co-Host Faculty(ies): (Name and Department)	
Name and home institution of the guest speaker(s) proposed for IAS sponsorship: ⁽²⁾			
Title and date of the proposed lecture:			
Title: ⁽²⁾			
Date:		Expected no. of participants:	
Significance and expected impact on the IAS, HKUST and Hong Kong:			
Have you contacted the proposed guest speaker(s)?*		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Format of lecture:		<input type="checkbox"/> Face-to-Face <input type="checkbox"/> Online streaming	

Total budget and itemized breakdown:	
Airfare:	
Lodging:	
Honorarium:	
Others (<i>please specify</i>):	
Total:	
Funding contribution from Host Faculty/Department (<i>please specify the amount/percentage and source(s)</i>):	
Funding requested from the IAS:	
Remarks:	

Signature: _____

Date: _____

Part B: To be completed and signed by the Head of Department/Division of the Host Faculty ⁽³⁾

I have read through the details as set out in Part A above and am supportive of this proposal.

Signature: _____

Date: _____

For internal reference:

☐ Supported ☐ Not supported ☐ Cancelled