

# Student Sponsored Symposium Proposal

Name of Sponsoring Organization/Publication:

Primary Student Organization Contacts:

Name	Email address	Phone

Faculty Advisor:

**Describe the topic, format, and importance of the symposium or conference:**

*If you do not have sufficient room to provide the information, indicate that you will be submitting a document separately.*

Topic

Format

## Importance

If UCI Law School held a conference on a similar topic within the last 4 years, explain how the proposed conference builds on or differs from the previous conference:

Describe the anticipated audience from outside UCI Law and outreach efforts to that audience:

List sponsoring individuals and organizations and any special knowledge, expertise, or interest they have in the topic: *(If you do not have sufficient room to provide the information, indicate that you will be submitting a document separately.)*

List suggested speakers and participants and any special knowledge, expertise, or interest they have in the topic: *(If you do not have sufficient room to provide the information, indicate that you will be submitting a document separately.)*

List sources of potential alternative funding from outside the Law School (for example, funding from the organization's national chapter):

Will speakers to be asked to submit written articles?      Yes      No

## **Proposed Budget**

*Please submit a budget separately from this form. The budget must include the following if applicable:*

- Travel (for each outside speaker)
  - Airline
  - Hotel
  - Miscellaneous (meals, ground transportation, etc.)
- Conference meals
  - Breakfast
  - Lunch
  - Post-conference reception
  - Post-conference dinner with student organizers and speakers
- Supplies
- Parking & signage
- Gifts for speakers (UCI Law mugs, etc.)