**JAPAN ASSOCIATION FOR MIGRATION POLICY STUDIES (JAMPS)**

**PAPER PROPOSAL (APPLICATION FORM)**

**International Session**

Members applying to present a paper should fill in the relevant items below and, attaching a summary of their proposed paper, submit this form via e-mail to the JAMPS International Affairs Committee.

Title of Paper:

Presenter’s Name:　　　　　　　 　　　　　　Affiliation:

Address: 〒

E-mail:

FAX: 　　　　　　　 　　TEL:　 　　　　　　(can be contacted between <time>: ～　　 　)

Check one (✓): ( ) already JAMPS member

 ( ) applying for JAMPS membership; annual fee to be paid by submission deadline

1.Eligibility:

Presenters must, by the closing date for submission, be paid-up members of the Association.

2. Length of Presentation (dependent upon the number of session participants):

If 2 presenters...30 mins. (presentation 25 mins.; Q&A 5 mins.) Remainder = general discussion

If 3 presenters...25 mins. (presentation 20 mins.; Q&A 5 mins.) Remainder = general discussion

If 4 presenters...20 mins. (presentation 15 mins.; Q&A 5 mins.) Remainder = general discussion

3. Application Method:

Members (or representatives in the event of a joint presentation) applying to present a paper should fill in the relevant items on this form and, attaching a summary of their proposed paper, submit it via e-mail to the JAMPS International Affairs Committee. (Application forms may be downloaded from the JAMPS website at http://www.iminseisaku.org/top/.) NB. In the absence of a legitimate reason, the changing or cancellation of presentations is not permitted.

4. Closing Date – Application Form and Paper Outline:

It assumed that all applicants are JAMPS members; accordingly, annual membership fees should be paid prior to the submission deadline stipulated below. Please note that presentations cannot be given where JAMPS is unable to confirm the payment of fees, and/or where paper summaries have not been submitted.

5. Paper Summary – Guidelines:

1) Summaries should comprise 2 sides of A4-sized paper (700~800 words) per presentation.

2) The title of the paper, reporter's name / affiliation, and keywords should be clearly indicated at the top of the summary.

3) Spacing of one line should be left between the keywords and main text of the summary.

4) References should be written in the following order: For books - author, year, title, publisher; for journals - author, year, title of paper, name of journal, volume, number.

5) Citations should be inserted in parentheses, as follows: (Saito, 2008).

**Submit to JAMPS International Affairs Committee**

**E-mail:** kikaku@iminseisaku.org

 **Submission Deadline: Wednesday, 6 April 2016**