

Dear Members,

### **Representative Symposia guidelines**

AARE proudly invites members to submit expressions of interest to present a symposium at this conference. Such symposia are intended to showcase the quality of Australian education research and the selected symposium team should see themselves as ambassadors of AARE.

As part of this agreement, AARE is pleased to offer a total amount of up to \$5,000 funding to assist the selected symposium team to attend the conference. This funding will be reimbursed to participants on receipt of relevant invoices *after* the event.

The successful symposium team should negotiate how these funds will be distributed amongst the team. Approval will be sought from the Chair of the successful symposium before any reimbursement is made by AARE.

**Please note:** As the symposium presenters will be representing AARE, it is expected that at least one presenter from each proposed paper will attend the relevant conference. If this is not possible, unless there are extenuating circumstances AARE reserves the right to reverse the decision and remove support. Please ensure that all presenters understand they will be expected to attend the conference if the symposium is selected.

Please send an abstract in the form below

- Title of symposium
- 750 word abstract of the symposium, and must include the title and a paragraph about each paper in the symposium. Also including references which must be part of the submission.
- Title, First Name, Surname, Institution, Country, Email Address of all authors
- Indicate which authors are; presenting author; discussant; convenor; non-presenting author

### **Criteria**

- All contributors to the symposium must be current AARE members.
- At least one author from each paper in the symposium must attend the event.
- The symposium will be clearly labelled and published as an AARE Symposium in the program, and similar acknowledgement should be made during the symposium.

Submissions should be sent to via the form on the website by **the advertised closing date**.

Submissions will be reviewed by a Panel formed for this purpose. Unfortunately it is not possible to provide detailed feedback to applicants. All decisions are final. The successful symposium will be announced on the AARE website for the information of members.