



# HARVARD MODEL CONGRESS ASIA

The Premier Government Simulation Conference for International Students

**Hong Kong**  
**January 5-8, 2017**

**Registration**

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# Introduction

Greetings from Cambridge, Massachusetts! In the following pre-registration guide, you will find an overview of Harvard Model Congress Asia (HMCA), its academic purpose, and its programs. Harvard Model Congress is an educational government simulation program for secondary school students. Over the course of the conference, students gather to debate, share, learn, and compromise on pressing issues while taking the position of the most important leaders in the world. For over a decade, Harvard Model Congress Asia has attracted students from across the continent and beyond. As we celebrate our 13<sup>th</sup> conference, we invite you to join us for Harvard Model Congress Asia 2017, which will be held in Hong Kong from January 5–8, 2017.

Below you will find an introduction to our program and the Harvard Model Congress experience, as well as how to pre-register for our conference. While this is by no means a complete step-by-step outline of the process for students, our guide should provide you with a general overview of Harvard Model Congress Asia. You will find information about the conference and its history, descriptions of committees and the program structure, and materials on logistical questions and the registration process. We invite you to learn more about conference through this packet. You can also learn more about us through our website at <http://www.hmccasia.org> and through social media. Please reach out to us with any inquiries or requests for additional information at [faculty@hmccasia.org](mailto:faculty@hmccasia.org).

# President's Welcome Letter

Dear Delegates, Faculty, and Affiliates:

On behalf of the Executive Board, it is my honor to invite you to the 13<sup>th</sup> Session of Harvard Model Congress Asia.

Since its founding in 2004, HMCA has brought together thousands of high school students from across Asia and the world to debate issues facing governments and international organizations in the 21<sup>st</sup> century. Delegates must not only face controversial economic, political, and social issues—be they regional or global, historic or unprecedented—but also seek to craft solutions, all under the guidance of Harvard University undergraduates.

This year, we are excited to announce that our conference will take place in Hong Kong in partnership with the University of Hong Kong (HKU). A world-class research university that is consistently ranked the top school in Hong Kong, HKU has a strong history of international collaboration and state-of-the-art facilities that we know will add a great deal to our conference.

On January 5, hundreds of delegates from about 17 countries will congregate at the HKU campus, having researched key issues and reviewed briefings prepared by our Harvard student staff. On January 8, these delegates will leave with a new understanding of government, of the challenges that face Asia and the world, of public speaking in English, of debate and compromise, and of their own positions on the issues.

Our goal at HMCA is to promote political awareness, develop mutual cross-cultural understanding (both for Asian cultures and our own in the US), to educate students about differing perspectives, and to give delegates the tools to advocate for their positions in reasoned debate. Hong Kong, standing at the very center of historic change in Asia, will no doubt be a fitting place for a conference that demands delegates to consider the continent's past, present, and future.

HMCA is unique to other simulation conferences because of how connected delegates become to their Harvard chairs. We are planning to keep a 15:1 staff-to-delegate ratio—far lower than those at other government simulation conferences, at which 200-person committees are often the norm.

We hope you will consider joining us at HMCA 2017, and we are happy to answer any questions you have about registration, logistics, or any other aspect of the conference. Please reach out to [faculty@hmcasia.org](mailto:faculty@hmcasia.org) and we will be sure to help however we can. Whether you are a school new to government simulation or have been coming to HMCA for the past 12 years, we look forward to answering your questions and seeing you in Hong Kong for Harvard Model Congress Asia 2017!

Sincerely,

**Oksana Moscoso**

President | Harvard Model Congress Asia 2017

# About Harvard Model Congress Asia

Harvard Model Congress Asia is an immersive educational simulation of the American government and intergovernmental organizations. Our 13<sup>th</sup> session will take place January 5–8, 2017 in Hong Kong. Hundreds of delegates from high schools around the world will come to Hong Kong and work together to address numerous challenges facing both the American and the international community. At HMCA, students will discuss issues, draft policy, and attempt to pass legislation by the end of the conference.

## Our History

Harvard Model Congress Asia is a government simulation conference run entirely by Harvard students who are passionate about international relations, government, and teaching. Since its founding in 2004, HMCA has been committed to providing an immersive educational experience for high school students from across the globe. In the course of the past 10 years, we have been pleased to hold our conferences in Thailand, Singapore, Hong Kong, and South Korea. We are so excited to be returning to Hong Kong for the 2017 conference!

## Our Mission

HMCA seeks to provide an unparalleled educational experience for talented secondary school students from around the world. Delegates will gather to learn about government, international institutions, and the political process through an exciting role-playing experience. Students formulate policy first-hand while discussing and debating global issues. The structured committee settings expose them to the realities of the democratic process, challenging them to forge compromise while advancing the interests of their constituency. Additionally, HMCA offers an exciting opportunity for students to practice public speaking and policy writing in English. Our conference has always accommodated students with varying degrees of English ability, from native speakers to students continuing to develop and refine their language skills.

The global diversity of HMCA's participants and staff offer delegates the unique opportunity to approach challenging issues from many different perspectives. HMCA's rigorously trained Harvard student staff members combine their exceptional knowledge across numerous intellectual disciplines with a commitment to create a fun and intensive educational experience at the four-day conference. Ultimately, HMCA strives to prepare the next generation of democratic leaders and global citizens.



## Our Purpose

HMCA teaches students about government by providing insights into pressing global issues and by offering them a forum to discuss solutions. HMCA's staff of talented Harvard undergraduate students, selected after a competitive application process, strives to encourage a passion for democracy by using both the United States government and international organizations as models. Through intense research and writing, HMCA staff members have compiled an invaluable wealth of information in the committee briefings posted online to help delegates prepare. The goal is to ensure that students gain substantive new

knowledge and learn valuable skills that will help them confront the types of challenges that any society must face.

Students learn a great deal both from the program curricula and from engaging with one another, and they develop argumentation and public speaking skills as they become more comfortable in presenting original ideas to their peers. HMCA works diligently to prepare and encourage every delegate to participate actively in committee sessions, author treaties and bills, and give speeches before large groups on complex issues. HMCA's goal is to help students articulate their views and engage in the productive debate that is vital to a working government.

## **Skills and Development**

After three days of thorough debate, cooperation and hard work, each conference delegate will leave with:

### **Increased confidence and leadership skills**

Students gain confidence as they share ideas and speak before fellow conference participants. They learn to work towards accomplishing their goals through persuasion and negotiation. As a representative, attorney, or delegate, each student will have the opportunity to lead teams of their peers and work to achieve their goals in committee and full session.

### **A greater understanding of democratic institutions**

Harvard Model Congress is, at its core, a government simulation program. Students learn about the technical workings of democracy and the process of representing constituencies in office. On a higher level, students gain an appreciation for the rule of law, division of powers, individual liberties, and the challenges in reaching agreements with deliberation and majority rule. At the conference, students will engage in organizations from within the United States, across Asia, and around the world.



### **Improved public speaking skills and mastery of English oratory**

Our conference is a public speaking-based event. Students share their research and debate issues in both smaller committees and larger full sessions. We welcome many levels of English-speaking students, from those fully fluent to those who are still learning. While we require delegates to have some knowledge of the English language, we are happy to accept students who may benefit from communication with those already fluent in English.

### **The ability to find compromise and common ground among disparate views**

As we have seen in institutions around the world, compromising on both domestic and international issues is rarely easy. At Harvard Model Congress Asia, students learn about the challenges in balancing their own views with the views of those around them. Over the course of the weekend, students learn diplomacy, deliberation, and cooperation to achieve common goals.

### **A greater appreciation for and understanding of current events**

Harvard Model Congress Asia builds enthusiasm for current events. By bringing contemporary issues off of the written page and into a realistic simulation, students gain a more nuanced understanding of the issues that face our world and how we can approach those issues. Economic, social, and political issues will all be approached throughout the conference weekend.

# At the Conference

Delegates are assigned a role within their HMCA committee. They could become diplomats in international committees like the World Bank, members of international media, or even US Senators. Each role carries an implicit perspective based on its constituent base, interests, and region of origin. Prior to the conference, each student will read briefings written by the Harvard committee chairs, which detail the issues that will be debated at conference and explain what each specific role will require.

Once the conference begins, students assume their roles for the duration of the conference. Students first convene for opening ceremonies on Friday morning. From there, they move on to their committee rooms, where they come face-to-face with the challenges of being policymakers. The rest of the conference is spent in exciting caucuses, engaging committee debates, and comprehensive full legislative sessions. Each evening, committee sessions end before dinner so that delegations may shed their roles for the night and venture out into Seoul to enjoy this beautiful city. At the closing ceremonies on Sunday afternoon, outstanding delegates receive awards for their achievements, and students step out of their roles for the last time, reflecting on the memories made during the conference.

Below, you will find a description of the major types of events that occur during the conference. This is not a complete description, but it does provide a more in depth view of what the conference includes. For additional information, faculty members and students may look to the delegate guide provided upon completion of the pre-registration.

## **Conference Committees**

In committee, delegates will carry out their role with 15 to 25 other delegates. They work closely with our Harvard student staff discussing the topics for their committee. In committee, they will draft legislation and resolutions, debate these, and vote to make the proposals pass or fail. The Harvard senior staff will chair the committee, which will be run according to parliamentary procedure, which will be explained to all delegates at the conference. The committee's legislation will then be presented before the full sessions and international summits.

## **Conference Full Sessions and International Summits**

Delegates from several committees will come together to simulate either a full session (domestic programs) or an international summit (international programs). Harvard student staffers also run these events according to parliamentary procedure. Committees will present the legislation they passed before this larger group, which then also debate the issues and then determine whether to pass the resolutions and legislation.

## **Court Committees**

One other exciting and educational part of the conference is Harvard Model Congress's court simulation programs. Court committees will follow legal procedure in place of the parliamentary procedure used by other deliberative committees. While they will not participate in full session, they will have increased time in committee to argue several different cases before courts presided over by Harvard staff members.

## **Opening/Closing Ceremonies**

The conference will begin and end with opening and closing ceremonies. During these ceremonies all of the delegates, faculty, and staffers will come together to share our experiences, hear from our keynote speaker, experience a part of Hong Kong culture, and give out awards to outstanding conference participants.

# Conference Committees

Our program list includes the following committees:

## United States Senate

The United States Senate is a 100-person body that comprises one of the two chambers of the legislative branch of government. At HMCA, the Senate will be divided into committees similarly to the way the actual US Senate divides itself into committees that address various topics. Delegates will take on the roles of actual senators from various states within the United States. Each delegate will strive to accurately represent the views of his or her senator—including those based on the senator’s region, political party, and personal life—and build public speaking, leadership, and negotiation skills. Delegates will be expected to draft bills that address the issues being discussed in a knowledgeable and realistic fashion and then attempt to get the votes they need to pass the bills they support. Delegates will be expected to negotiate and lead in the small group of Senate committees as well as speak to larger full sessions.

## United States House of Representatives

The House of Representatives is the other chamber of the legislative branch of US government, collectively called the Congress. Delegates will take on the roles of representatives from various states and—similarly to the US Senate—will be divided among committees analogous to House subcommittees. The House functions similarly to the Senate, but delegates should pay particular attention to the roles they play and the regional interests of the representative’s constituency, the group of people that votes the representative into office. Delegates will be expected to research the views of the congressmen or congresswoman that they are representing and use this knowledge to effectively pass legislation.



## Supreme Court (SCOTUS)

The Supreme Court constitutes the highest level of the judiciary branch of the US government, and its goal is to render decisions that uphold and interpret the US Constitution. Delegates in the Supreme Court will work as teams of attorneys and argue constitutional issues in a fashion similar to the actual legal process of the US court system. Delegates will have to work with a partner before the conference to prepare arguments to make in front of the Court and will be expected to present the case in front of a panel of judges led by a Harvard staffer who will be acting as the Chief Justice. Throughout the entire proceedings, delegates will have to adjust and strengthen their cases while maintaining and building upon speechmaking skills. There are no roles assigned to delegates in the Supreme Court, but delegates will have to craft their own arguments based on research and logic.

## Presidential Cabinet (Pres Cab)

The United States Cabinet is composed of the heads of fifteen executive departments, along with the President and Vice President of the United States. This committee's primary function is to advise the President of the United States in various matters and where to stand on certain policy issues as the head of the Executive Branch. Each delegate will be assigned as a head of one of the fifteen departments, where they will be preparing to counsel the President on all matters from foreign policy to domestic issues and contributing their expertise as their respective department head but also thinking in the perspective of what is best for the President and the country.

## National Security Council (NSC)

The National Security Council (NSC) is made up of a few cabinet members and other national security advisors such as the Secretary of State and Defense, Chairman of the Joint Chief of Staff, and the Directors of CIA and FBI. The council's primary responsibility is to assist the President by advising foreign policy decisions and providing expertise regarding national security matters. Furthermore, after the President has made a decision, the members of NSC play an active role in helping implement that choice. The NSC is one of the most integral forums for serious national matters.

## National Economic Council (NEC)



The NEC is the main advising body for the president in global and domestic economic matters. The NEC consists of many department secretaries such as Secretary of Treasury, Agriculture, Commerce, and Labor, as well as other high-ranking executive officials such as the heads of EPA (Environmental Protection Agency), OMB (Office of Management and Budget), and USTR (United States Trade Representative). The NEC also contains many specialized experts in healthcare, fiscal policy, Social Security, and other aspects of the national economy.

## Group of Twenty (G20)

More commonly known as the G20, this committee will challenge delegates to enhance international economic cooperation and spur growth among developed and developing nations alike. Each high school delegate will serve as a representative from one of the G20 member states, working together to resolve some of today's most pressing global issues and testifying in front of other committees to convince them of the importance of adopting the G20's policies. Several other international committees will present their own policies to the delegates of the G20, often looking to them for advice or for support in the political arena.

## UN Security Council (UNSC)

The United Nations Security Council (UNSC) is considered by many to be the most visible and most powerful committee in the United Nations, and in turn, it demands a select group of dedicated, determined, and passionate delegates. UNSC delegates require an ability to think on their feet while at the same time pulling from extensive research to address pressing threats to international security. The committee chairs will moderate the intense discussion as delegates attempt to persuade others to adopt what they see as the

ideal course of action. The five permanent members of the UNSC are China, Russia, France, the United Kingdom, and the United States, but other countries (represented on a rotating basis) will join the fray as well.

## UN Conference on International Organization (UNCIO)

The UNCIO is a historical convention that took place in 1945, with 50 countries in attendance. This convention formally created the charter for the United Nations. During the last year of WWII, the United States, China, United Kingdom, and the Soviet Union decided to hold a conference between all of the allied states that had signed or followed the UN Declaration of 1942 and declared war against Germany of Japan. This meeting was held in San Francisco, California and revised the Dumbarton Oaks agreements of 1944.



## UN Human Rights Council (UNHRC)

The UN Human Rights Council is a body within the United Nations that focuses on protecting human rights across the world and resolves situations that involve violation of human rights. The Council consists of 47 member states of the United Nations that are voted in by the UN General Assembly. More broadly, the UNHRC also makes recommendations and general guidelines on what is considered to be in violation of human rights and how states can correct those problems. The UNHRC office is located in Geneva, Switzerland.

## International Monetary Fund (IMF)

The International Monetary Fund is without a doubt one of the world's most prominent international financial institutions, charged with the ever-challenging task of eliminating poverty throughout the globe. While working to foster global monetary cooperation, secure financial stability, facilitate international trade, and promote high employment and sustainable growth, the International Monetary Fund's delegates will use their knowledge of economic policy to craft solutions to today's foremost developmental issues. The committee chairs will guide delegates through an intimate discussion of topics like state privatization, the global economy, and exchange rates—a discussion that will often include heated debate and will require high levels of creative thinking from all involved.

## World Health Organization

Delegates to the World Health Organization (WHO), a specialized agency of the United Nations, will be challenged to find solutions to problems at the forefront of today's global health debate. Committee chairs will moderate discussion as each delegate takes on the role of a representative from one of the WHO's various member states, all coming together in an attempt to address major health issues across the globe. A unique blend of knowledge, charisma, and shrewd diplomacy will be required of WHO delegates in order for them to create meaningful policies with the potential to change the course of global health.

## World Trade Organization (WTO)

The World Trade Organization is an international organization that creates and regulates rules of international trade between nations. The ultimate goal of this organization is to help facilitate the process

of trade and business between producers, exporters, and importers of goods in various nations. WTO agreements that are proposed are signed by most of the world's trading nations through their respective legislative bodies. The WTO acts as a medium for governments to negotiate trade agreements as well as to settle any trade disputes.

## Media

Tasked with keeping everyone at the conference well informed of all developments, HMC Asia's Media committee will publish minute-to-minute updates on the conference website, using social media to cover stories as soon as they break. Delegates will take on the role of reporters, editors, and photographers throughout the weekend, leaving no stone unturned as they learn the best practices of investigative journalism. As they report on the latest happenings, students will provide thoughtful analysis of the news and get exposure to a wide variety of topics in the process. Harvard staffers will be there to supervise the reporting process and help edit the students' articles, encouraging thoughtful debate in the newsroom when appropriate.



## CIA

This simulation provides the opportunity to better understand the role of the United States Central Intelligence Agency and its influence on the American public and the international sector. The CIA's primary mission is to gather intelligence about foreign governments, corporations, and individuals, analyzing and processing this information to help aid U.S. policymakers in making effective foreign policy and national security decisions. We hope to offer you a transformative experience in which you will hone your negotiating, speaking, and argumentative skills.

## European Union (EU)

The European Union refers to the economic and political coalition of 28 states in Europe. The EU creates a single markets between the member nations in order to facilitate trade, strengthen the overall European economy, and to increase economic cooperation. The member states all use the Euro as their currency. Although predominantly known as an economic organization, there are also political systems such as the European Parliament and the Court of Justice of the European Union. The EU passes regulations and directives as laws to be applied to the member states.

## Association of Southeast Asian Nations (ASEAN)

As the name might suggest the Association of Southeast Asian Nations is comprised of ten Southeast Asian countries including Singapore and Thailand. The goal of ASEAN is to promote economic growth and social progress. It also serves as a forum for the countries to be able to resolve any disputes and to protect the strength and stability of the Southeast region. Finally, the member states also have a commitment to aid one another in many factors of life and economy such as education, technology, agriculture, and industry.



## Arab League

Also referred to as the League of Arab States, the Arab League is a regional organization founded in 1945 consisting of 22 Arab countries. Its primary objective is to foster collaboration and cooperation between the countries while seeking to promote the general interests of the regional states. The organization covers matters of economic, political, social, and cultural importance, whether it is settling disputes regarding these areas or simply creating a mutual platform agreed upon by the member states.

## International Criminal Court

The International Criminal Court, most commonly referred to as the ICC, is a permanent tribunal founded by (but legally independent of) the United Nations. The ICC's primary purpose is to prosecute individuals who are guilty of crimes against humanity, crimes of aggression, war crimes, and genocides—and at HMCA, the outcome of these trials will be in the hands of the delegates. Students will

participate as teams of six delegates each, following strict court procedure as they try a case just as it would be tried at the real ICC. Harvard staffers will act as judges that will guide the proceedings of each trial, posing difficult questions to the delegates and ultimately deciding which team made the best case.

# Delegate Preparation

As part of registration, delegates will indicate their committee preferences and past experience with Harvard Model Congress (or similar programs). Taking this information into account, we will then assign each delegate to a specific committee and a specific role within that committee (the country, individual, or organization that he or she will be representing at the conference). While almost all committees have assigned roles, there are a few exceptions; for example, students participating in the Supreme Court have no roles and instead argue from their own standpoint. About three months before the conference, delegates will receive their committee assignments, their assigned roles, and all related materials, including a briefing on each of the topics to be discussed in committee. Each briefing provides an overview of the topic—including historical background, varying political perspectives, and other important points for consideration—and is written by one of the Harvard students that staff HMC Asia (generally the chair of the committee in which the briefing will be discussed).

Briefings are designed to help introduce each topic to the students, guide them in their research, and direct them to other resources that may be useful along the way. Each committee generally has two briefings (though sometimes up to three), and students are expected to read these briefings thoroughly before arriving at the conference. The briefings, however, are only a starting point. Most students choose to complete independent research on their committee, their briefing topics, and their assigned role, all of which is critical to successful performance at the conference. Many students also choose to practice public speaking as well as debating the issues with others, as this practice helps prepare them to deliver speeches in front of committee during the conference. Since delegates will be debating the issues both in committee and in full sessions/international summits, it is helpful to prepare for discussion in front of larger audiences as well as in small group settings.

When preparing for the conference, students may also wish to draft sample bills, resolutions, or (in the case of the HMCA Press Corps) newspaper articles. However, it is important to note that, when thinking about the specific measures they will advocate at the conference, students should always do so from the perspective of their assigned roles. We cannot overemphasize how important it is that each delegate adhere to the views of his or her role, since these roles have been specifically chosen to foster a healthy discussion and make debate more interesting for all students.



Finally, because all HMCA programs run according to parliamentary procedure, delegates should take some time to study the procedures outlined in our Delegate Preparation Guide. Faculty should stress to students that, although the conference is a fun experience for all involved, delegates are expected to arrive on the first day having completed extensive preparations, ready to engage and challenge themselves in each and every committee session.

# Awards

Awards serve to recognize and encourage outstanding performance at the conference. A small number of students from each committee will receive awards acknowledging their achievements, with these awards traditionally having two types: certificates for commendable performance, and “Best Delegate” gavels, HMC Asia’s highest honor. Both types are awarded on the basis of:

- Excellence in delivery and persuasion
- Excellence in knowledge of the issues
- Excellence in level and frequency of participation
- Excellence in leadership
- A continuing desire to learn and improve
- Excellence in representation of role
- Excellence in authorship and creativity of ideas
- Excellence in cooperation with others
- Excellence in debate and argumentation
- Commitment to and enthusiasm for committee

While awards are an important part of the conference’s closing ceremonies, they are by no means the primary focus of the conference as a whole. Our primary goal at Harvard Model Congress Asia is to foster the intellectual and personal growth of *all* our delegates, and every student who leaves with greater confidence in their abilities, a more profound appreciation for current events, and a deeper understanding of democratic process has succeeded at the conference.

# Venue and Accommodations

For our thirteenth annual conference, Harvard Model Congress Asia is pleased to partner with the University of Hong Kong (HKU). Ranked as the top university in Hong Kong, HKU brings together thousands of students and scholars from around the world for its undergraduate and graduate degree programs.

HKU is home to a vibrant intellectual community, a diverse student body, world-renowned research, top-tier faculty, an extensive international network, a beautiful urban campus, and a commitment to excellence. Students come from over 50 different countries to receive the world-class education and opportunities that HKU offers.

Additionally, we have arranged special discounted rates with three local hotels. The information is available on our website at <http://hmcasia.org/hotels/>.

# Tentative Conference Schedule

## Thursday, January 5

17:00 – 19:00 HMC Asia Committee Office Hours

17:00 – 20:00 Optional Early Registration

## Friday, January 6

7:30 – 9:00 Regular Registration

9:00 – 10:00 Opening Ceremonies

10:00 – 13:00 Committee Intros, Procedural Review, & Meetings for All Programs

13:00 – 14:30 Lunch

14:30 – 17:30 Committee Meetings for All Programs

17:30 – 18:30 Harvard College Student Panel

## Saturday, January 7

9:00 – 11:30 Full Session & International Summit

11:30 – 13:00 Committee Meetings for All Programs

13:00 – 14:30 Lunch

14:30 – 18:00 Committee Meetings for All Programs

18:00 – 20:00 Dinner

20:00 – 22:30 Delegate Social

## Sunday, January 8

9:00 – 11:30 Full Session & International Summit

11:30 – 12:30 Committee Meetings for All Programs & Wrap-Up

12:30 – 14:00 Closing Ceremonies



# Registration

## Step 1: Pre-Registration

Pre-registration is now officially closed. Schools that have pre-registered have the number of roles secured for their delegation. If you pre-registered but need to increase the number of delegates than originally requested, please contact us as soon as possible so we can make arrangements accordingly. There is not a maximum number of delegates a school can bring.

Additionally, if you become aware of any other school interested in participating in Harvard Model Congress Asia, contact our Faculty Liaison at [faculty@hmcasia.org](mailto:faculty@hmcasia.org).

## Step 2: Registration

Official registration for HMCA 2017 is now open! The first step to guarantee your school's place at the conference is by submitting the school registration fee. This fee is a flat rate of 100 USD for early registration, 150 USD for regular registration, 200 USD for late registration. In the case of individual participants, this fee is 50 USD. This payment includes the participation costs of up to two faculty advisors per school. If your school wishes to register more than two faculty advisors to our conference, please contact our faculty liaison for more information on extra costs. There will be a \$50 fee for each additional faculty advisor.

The school registration fee must be paid in order to receive the HMC Asia 2017 Delegate Registration Form, which needs to be submitted together with delegate fees by our specific deadlines outlined below. We have set up a HMCA online store on our website after clicking on "Checkout Here" when visiting the following link: <http://hmcasia.org/fees>.

This form of payment is the most effective. In case your school does not have access to a credit or debit card, please contact our faculty advisor as soon as possible so we can make alternative arrangements for you. Once your school has registered, we will provide you with the password to access the delegate preparation material and committee briefings on our website.

## Step 3: Delegate Registration & Committee Requests

After processing your school registration fee and form, we will send you an invoice as well as two forms: a delegate registration & committee request form and a permission form. On the delegate registration form, you will be able to register the name and details of your students, as well as list their committee preferences. The permission form will require the signature of each attending delegate. After completing these forms, please email them to our Faculty Liaison at [faculty@hmcasia.org](mailto:faculty@hmcasia.org).

We encourage all schools to go over committee and topic descriptions carefully before listing committee preferences. Moreover, we request faculty advisors to encourage students to participate in different types of committees. We want to facilitate delegate interaction within each committee by having delegates coming from different schools and countries.

To complete your delegate registration, we request you prepare the delegate participant fees. As a non-profit organization, we rely on student participant fees to cover all of our costs, which range from staff transportation to venue costs. These fees cover all HMCA scheduled events, pre-conference contact with chairs via email, access to the Harvard College Panel, and access to all conference preparation materials. Starting early August, our HMCA online store will have the option to “check out” delegate fees for your students. Schools must pay all delegate fees as a group through this system or contact our Faculty Liaison for alternate payment options. The delegate fees must be paid within 2 weeks of receiving an invoice from us. This fee is 295 USD/delegate. The invoice will outline your specific costs.

Your registration will be complete upon the submission of the HMC Asia 2017 Registration Form and all fees by specific deadlines outlined above.

**No Refund Policy:** Due to the heavy fixed costs of conducting a conference of this size, HMCA is unable to provide any refunds.

**Privacy Policy:** Your information, whether public or private, will not be sold, exchanged, transferred, or given to any other company for any reason whatsoever, without your consent, other than for the express purpose of delivering the purchased product or service requested.

## School Fee

Each school is responsible for a single registration fee that is paid immediately upon registration. This includes the participation of up to two faculty advisors per school. If the school fee and delegate fee are submitted by September 25, 2016, then the 100 USD school fee will be entirely refunded.

	Deadline	School Fee
Early Registration	September 25, 2016	100 USD
Regular Registration	October 23, 2016	150 USD
Late Registration		200 USD

## Step 4: Committee Assignment

Once we receive all delegate registration forms and delegate fees, we will send faculty advisors their students’ final committee assignments. Assignments will be made on a first-come first-served basis. Please note that we cannot guarantee any requested committees until all delegate fees have been paid. The earlier the conference fees are paid, the earlier you will receive your full delegate role assignments. We ask you allow up to two weeks for us to assign delegate roles.

Once again, please feel free to contact us before and throughout the registration process with any questions or concerns that you may have.

# Scholarships Initiative

The President and Board of Harvard Model Congress Asia (HMCA) are pleased to announce that the 2017 HMCA conference has pledged to support outstanding delegates for whom financial need would be a barrier to attendance. Both full scholarships (which will cover delegate fee, lodging, and transportation costs) and partial scholarships (covers delegate fee) will be awarded. Please note that these scholarships are need-based; that is, they are intended to make the HMCA experience accessible to students of all socio-economic backgrounds and reduce financial barriers to participation.

Scholarship applications will be evaluated on the following criteria:

- A dedicated interest in the mission of HMCA
- Demonstrated financial need
- Demonstrated academic scholarship
- Demonstrated leadership potential
- Demonstrated passion for individual and collective growth

In order to be considered for a scholarship, students will be asked to submit a delegate application and a quick video. Faculty advisors will be asked to submit a faculty recommendation form separately. The application will be released on June 15, along with the start of official registration. More detailed information on how and where to apply, as well as the deadline for the scholarship application, will be announced then as well.

We are excited to be able to offer scholarships to our outstanding delegates for the 2017 conference! If you have any questions or concerns, please do not hesitate to contact Director of Scholarships and Outreach, Andrew O'Donohue, at [scholarships@hmcasia.org](mailto:scholarships@hmcasia.org).