

## Booking Form: Subject Showcase Japan 2019 Development Studies / Peace Studies / International Relations

Applications will be accepted on a first-come first-served basis. Please send completed application forms as a scanned PDF by **31<sup>st</sup> May** to: [hal.parker@britishcouncil.or.jp](mailto:hal.parker@britishcouncil.or.jp)

<b>Name of institution</b>	
<b>Authorised person</b>	
<b>Email address</b>	
<input type="checkbox"/> Please check this box if your institution meets the British Council International Education Services criteria <a href="https://education-services.britishcouncil.org/eligibility-criteria">https://education-services.britishcouncil.org/eligibility-criteria</a>	

Please tick the box in the table below and sign the declaration.

OPTION	FEE
<p><b><u>Option 1: Full package</u></b> Includes:</p> <ul style="list-style-type: none"> <li>• <b>Direct recruitment event</b></li> <li>• <b>Marketing Campaign:</b> <ul style="list-style-type: none"> <li>- <b>Targeted Mailshot</b> (3-4 institutions introduced per mailshot)</li> <li>- <b>Facebook Boosted Post</b> (1 post per institution)</li> <li>- <b>Profile page in digital mini-guide</b> (shelf life: 12 months)</li> </ul> </li> </ul> <p>The digital guide will include a brief introduction to the showcased subject areas prepared by the British Council followed by institution profiles (approx. 200 words each). Institution profiles will be prepared by the participating institutions and translated into Japanese by the British Council. The digital guide will be promoted through British Council online channels (newsletter, social media).</p>	<input type="checkbox"/> £1,400 ( <i>exclusive of VAT</i> )
<p><b><u>Option 2: Marketing Campaign Only</u></b> Includes:</p> <ul style="list-style-type: none"> <li>• <b>Targeted Mailshot</b> (3-4 institutions introduced per mailshot)</li> <li>• <b>Facebook Boosted Post</b> (1 post per institution)</li> <li>• <b>Profile page in digital mini-guide</b> (shelf life: 12 months)</li> </ul> <p>The digital guide will include a brief introduction to the showcased subject areas prepared by the British Council followed by institution profiles (approx. 200 words each). Institution profiles will be prepared by the participating institutions and translated into Japanese by the British Council.</p> <p>The digital guide will be promoted through British Council online channels (newsletter, social media).</p>	<input type="checkbox"/> £700 ( <i>exclusive of VAT</i> )

## Subject Area to Promote

Please indicate below which subject area(s) your institution would like to promote through this campaign. Multiple selection possible.

Development Studies

Peace Studies

International Relations

## Declaration

*I confirm that the above named organisation wishes to take part in the **Subject Showcase Japan 2019: Development Studies / Peace Studies / International Relations**. I understand that if this application is accepted that the terms and conditions listed below will form a binding contract between this organisation and the British Council.*

\_\_\_\_\_ (signature of applicant) \_\_\_\_\_ (date)

## Terms and Conditions

### Eligibility

All participating institutions must meet the British Council International Education Services criteria <https://education-services.britishcouncil.org/eligibility-criteria>

### Selection

Applications will be accepted on a first-come first-served basis. Institutions will appear in alphabetical in all promotional materials.

### Acceptance

Delivery of the project is conditional on the British Council receiving a sufficient number of applications. Institutions will be sent confirmation of acceptance once sufficient numbers have been received.

### Payment schedule

The British Council will invoice all institutions for the participation fee in September 2019.

### Cancellation Policy

The below cancellation fees will be charged for withdrawal from the activity, as of the date of receipt of notice of withdrawal.

- 50 per cent of the participation fee for withdrawals received on or after **14<sup>th</sup> June 2019**.
- 100 per cent of the participation fee for withdrawals received on or after **28<sup>th</sup> June 2019**.

Notice of withdrawal must be supplied in writing by email to [hal.parker@britishcouncil.or.jp](mailto:hal.parker@britishcouncil.or.jp)