



## **We are excited to open the call for proposals to host the IEEE Region 8 Student and Young Professional (SYP) Congress 2026!**

The IEEE R8 Student and Young Professional Congress is the largest IEEE event for students and young professionals in Region 8, bringing together over 300 participants for five unforgettable days. This event is a unique opportunity to build skills, gain knowledge, expand professional networks, connect with peers from diverse cultural backgrounds, and have a lot of fun!

The IEEE Region 8 Student Activities Committee and the IEEE Region 8 Young Professionals Committee warmly invite universities to submit proposals to host this prestigious event. For many attendees, the SYP Congress stands out as the pinnacle of their IEEE journey. If your university is ready to take on this exciting challenge and host the 2026 Congress in the summer, now is the time to make it happen!

### **GUIDELINES TO DRAFT A PROPOSAL**

If your IEEE Student Branch or Young Professionals Affinity Group is eager to host the next IEEE R8 SYP Congress, a well-drafted proposal is essential. Your submitted proposal should outline how your team plans to organize the event while sharing innovative ideas for the program. You can [register here](#) for an **online webinar on Monday, June 2nd, 2025 at 5PM (GMT)** in case you want to learn more about how to write a well-prepared proposal.

Start by demonstrating your team's enthusiasm and experience, particularly if members have participated in past IEEE R8 SYP Congresses. Collaboration is key—show how you will engage local IEEE Section officers, Young Professionals, Women in Engineering affinity groups, Humanitarian Activities Committees, and other IEEE entities to strengthen your proposal.

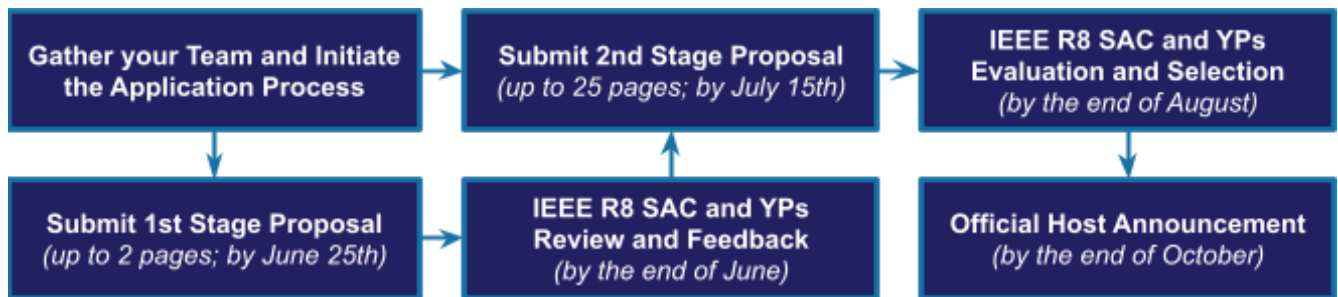
Next, focus on your city's suitability for hosting the event by addressing these critical aspects:

- Accommodation options for participants
- Accessibility, including transportation and travel options
- Catering services that accommodate diverse dietary needs
- Facilities capable of hosting workshops, panel discussions, plenary sessions, networking events, and social gatherings
- Reliable internet access to ensure smooth operations

Bring your chosen city to life by suggesting tours or cultural activities that reflect its unique character. Be sure to include a draft five-day schedule paired with a detailed budget estimate to showcase your planning capabilities. Finally, let your creativity shine—propose innovative ideas to make this Congress truly memorable. For further guidance on hosting an IEEE Region 8 Student and Young Professional Congress at your university, refer to the comprehensive [IEEE R8 SYP Congress Manual](#).

## How to Apply?

The application is a two-stage process. The first-stage application process targets a concise proposal to identify the most promising submissions for the next stage and provide constructive feedback.



### 1st Stage of Application

The application process begins with the submission of a concise two-page proposal **before June 25th, 2025**. This initial document should clearly express your interest in hosting the SYP Congress and demonstrate your readiness.

The proposal should provide a comprehensive overview of your event plans, including the theme, vision, and motivation for hosting, as well as details about the proposed location, such as the city, key venues, and transportation options. Highlighting past events and activities hosted by your team can strengthen your application.

To ensure clarity, the proposal should be organized into the following sections:

- **General Information:** Details about the applying Student Branch or Young Professionals Affinity Group.
- **Event Concept:** A preliminary outline of the event's theme, vision, and motivation.
- **Location Overview:** Information about the proposed city, venues, and transport.
- **Supporting Letters:** Endorsements from the university, city officials, or other key partners.
- **Preliminary Budget:** Estimated costs and potential funding sources.
- **Section Leadership Support:** Confirmation of IEEE Section leadership backing.
- **Organizing Team:** Details about the initial team and their roles.

This first stage is crucial, as it provides a foundation for feedback and ensures you are prepared for the next steps. Make sure the proposal is professional, focused, and adheres to the two-page limit. Please submit the first proposal by selecting “First Stage Proposal” on the [Submission Form](#).

## **2nd Stage of Application**

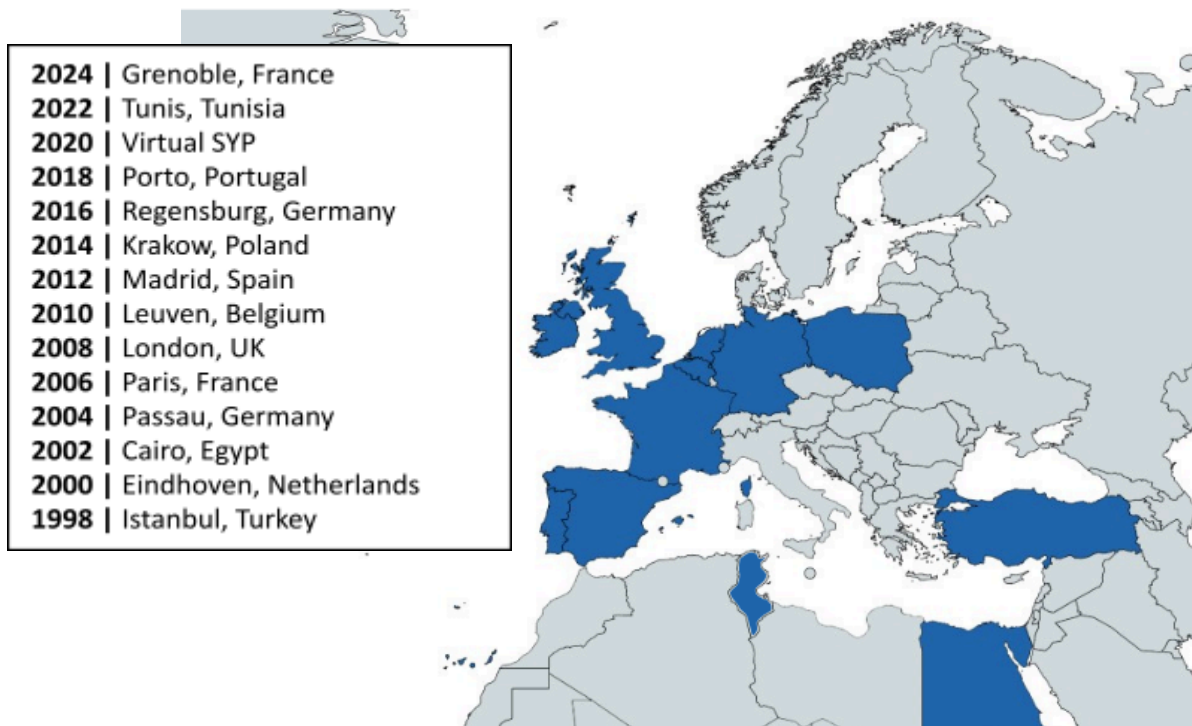
The final proposal shall be submitted **by July 15th, 2025**. It shall showcase your readiness and ability to host the IEEE R8 SYP Congress 2026. This proposal should be limited to 25 pages, and should provide a detailed plan for the event. Key elements to be included are detailed event plan, budget, transportation and sponsorship strategies, marketing and visa support, plus stakeholder endorsements and a clear organizing team structure.

1. **Event Plan:** A detailed schedule covering arrivals, workshops, cultural activities, and the closing ceremony ; Finalized details of venues and accommodations.
2. **Transportation Plan:** Comprehensive logistics for airport transfers and local transit.
3. **Budget:** A detailed budget template must be completed, covering all anticipated expenses, funding sources, and a contingency margin.
4. **Sponsorship Plan:** A list of potential sponsors and sample sponsorship packages.
5. **Visa Support:** A plan to assist participants with visa applications.
6. **Marketing Strategy:** A draft website outline and ideas for a social media campaign and other promotional activities.
7. **Supporting Letters:** Expanded letters of endorsement from key stakeholders (e.g., universities, city officials, partners).
8. **Organizing Committee Structure:** Detailed roles and responsibilities for each team member.
9. **Risk Management Plan:** To address potential challenges, such as technical issues or cancellations.

Collaborate closely with your Section Chair throughout the process, as their guidance and support are invaluable, regardless of the outcome of your application. The final decision regarding the host of SYP Congress will be announced during the 125th IEEE Region 8 Committee Meeting, on October 2025. Please submit the second proposal by selecting “Second Stage Proposal” on the [Submission Form](#).

## **A LITTLE BIT OF HISTORY!**

*The IEEE Region 8 Student and Young Professional Congress has a rich history of being hosted across diverse Sections, each bringing its unique flavor to the event. Whether your country has hosted before or this would be your first time, we warmly encourage applications from all. This is your moment to shine, showcase your team’s creativity and dedication, and leave a lasting legacy in the IEEE community. Don’t miss the chance to bring this extraordinary event to your home turf and make your mark!*



**Start your application now and bring the IEEE R8 SYP Congress 2026 to your members!**

If you have any questions or need additional information, feel free to reach out to us through the provided email addresses: [r8sac@ieee.org](mailto:r8sac@ieee.org) and [vp@ieeer8.org](mailto:vp@ieeer8.org)

*With our best regards,*

*IEEE R8 Student Activities Committee and IEEE R8 Young Professionals Committee*