



AIMS AMBASSADORS PROGRAM REGULATION

1. Nature and Objectives of the Program

- 1.1. The Ambassadors Program is a program that involves students, hereby referred to as “Ambassadors”, who are interested in representing the Annual International (bio)Medical Students’ (AIMS) Meeting among their colleagues or faculty. These students will agree to share all the required information regarding the AIMS Meeting 2023.
- 1.2. The program has as its main goal to enlarge the congress’ network, in order to make it accessible to as many students as possible as well as making it a progressively more international congress.
- 1.3. Both Portuguese (from Faculdade de Medicina da Universidade de Lisboa (FMUL) or any other Portuguese biomedical faculty) and International students may apply to be Ambassadors.
- 1.4. This is a certified activity.

2. Early Call for Ambassadors

- 2.1. The program involves an “Early Call for Ambassadors”, which is composed of an advertisement of the Program and its registration. This will happen between the 9th of October 2022 and the 30th of November 2022. The registration will open on the 15th of October at 21:00 GMT+1 and close on the 30th of November at 23:59 GMT.
- 2.2. To register as an Ambassador, any interested student should fill in the form designed for the effect, which can be found both on the AIMS Meeting website — www.aimsmeeting.org/ambassadors — and subsequently on social media (Facebook and Instagram).

3. Late Call for Ambassadors

- 3.1.** The program involves an “Late Call for Ambassadors”, which is composed of an advertisement of the Program and its registration. This will happen between the 18th of February 2023 and the 27th of February 2023. The registration will open on the 19th of February at 21:00 GMT and close on the 1st of March at 23:59 GMT.

4. Benefits

- 4.1.** The ambassador may be awarded a free entrance for the congress if they are referred by a certain number of participants during the process of registration for the AIMS Meeting 2023. This amount is decided according to the following rules:
- 4.1.1.** Both national and international ambassadors will be attributed the same criteria regarding the number of non-FMUL participants confirmed.
 - 4.1.2.** Participants currently attending FMUL can apply for the AIMS Meeting Ambassadors’ Program but cannot use an Ambassador’s code during their registration process.
 - 4.1.3.** The FMUL-participants using the Ambassadors’ code won’t be counted to the list of participants confirmed.
 - 4.1.4.** Regarding Ambassadors’ discounts rates, only applying to non-FMUL participants who use their code :
 - A. If 15 Virtual Ticket participants or 10 Hybrid/On-Site Ticket participants use their code when they sign up, the Ambassadors will be awarded a free ticket to the AIMS Meeting 2022 and priority on the Workshops Selection Process.
 - B. If 10 Virtual Ticket participants or 7 Hybrid/On-Site Ticket participants use their code when they sign up, the Ambassadors will be awarded a 50% discount on the ticket to the AIMS Meeting 2022.
 - C. If 5 Virtual Ticket participants or 3 Hybrid/On-Site Ticket participants use their code when they sign up, the Ambassadors will be awarded a 25% discount on the ticket to the AIMS Meeting 2022.
 - D. Regarding Research participants: every non-FMUL research participant (accepted for the poster session) counts as 3 participants of its specific modality. For instance, 5 Virtual Ticket research participants or 4 Hybrid/On-site Ticket research participants, will be the numbers required to achieve a 100% discount on the ticket to AIMS Meeting 2022.

5. Procedures

- 5.1.** After filling in the designated form, it will be the AIMS Meeting Organising Committee's (OC) responsibility to assure, through the responses to said form, that the student is interested, and more importantly, capable, of performing in the adequate way as an Ambassador for this Meeting.
 - 5.1.1.** If someone applies to become an Ambassador but does not show an appropriate degree of commitment, namely sharing through their social networks and among their fellow students and colleagues the information that they are required to by the AIMS OC, the AIMS OC has the right to refuse to acknowledge said person as an Ambassador.
- 5.2.** If accepted as an Ambassador, this person will be contacted by the AIMS OC in order for their information to be collected. This information will be then used to set up the necessary channels of contact for the appropriate flow of information.
- 5.3.** When the registration for the Congress arrives, the Ambassadors shall register with all the other interested students.
- 5.4.** There will be an option in the AIMS Meeting Registration Form (for all non-FMUL participants) in order for the participants to refer to the Ambassador's code (belonging to the Ambassador who first introduced them to the congress).
- 5.5.** Further indications regarding the registration process of the accepted Ambassadors will be given in due time.

6. AIMS Meeting Best Ambassador Competition

- 6.1.** The AIMS Meeting Best Ambassador consists of a competition exclusive for AIMS Meeting 2023 Ambassadors and whose purpose is to incentivize the Ambassadors to publicize the AIMS Meeting 2023 beyond the goals needed to receive the maximum discount.
- 6.2.** The prize is attributed solely to one Ambassador selected through the following criteria:
 - 6.2.1.** Number of participants confirmed.

6.2.2. Number of posts related to AIMS Meeting 2022 shared on social media.

6.3. The Ambassador who achieves the biggest number of confirmations and the biggest number of posts related to AIMS Meeting 2023 will be awarded the AIMS Meeting 2023 Best Ambassador.

6.4. The AIMS Meeting 2023 Best Ambassador will be certificated and will receive a prize. The official prize will soon be announced on the AIMS Meeting's website and social media.

7. Commitments

7.1. When selected as Ambassadors, these students commit to share through their social networks and among their fellow students and colleagues the information that they are required to by the AIMS OC.

7.1.1. If required by the AIMS OC, they shall provide proof that they are living up to their responsibility adequately.

7.1.2. The AIMS OC reserves the right to refuse to issue a certificate if a person does not fulfill their duties as an Ambassador.

7.2. By registering as an Ambassador, the students agree to provide the AIMS OC with their contact and photo as a tool to advertise the Ambassador Program on its website.

8. Omissions

8.1. All the omissive questions in this regulation shall be deliberated by the current AIMS OC, which hold the final word regarding any additional business.



9th of October 2022

AIMS Meeting 2023 Organising Committee