**ACPA Satellite Session Submission Guidelines & Form**

ACPA 2024, “Male and Female He Created Them”

InterContinental Chicago Magnificent Mile

505 N. Michigan Ave

Chicago, IL 60611

Nov. 14-17, 2024

***Note:*** All Satellite Sessions are **1 HR and 45 MINS** in length. There are **four (*and only four*)** possible times for satellite sessions:

1. Friday Morning
2. Friday Mid-Morning
3. Saturday Afternoon
4. Sunday Morning

The ACPA accepts satellite sessions in the following formats:

a. Speakers only (maximum of 3).

b. Speakers and Commentators (maximum of 4).

c. Panel discussion (number of panelists at discretion of the organizer).

1) Two criteria informing evaluation of satellite session proposals will be (a) a preference in favor of sessions sponsored by a philosophical society or presenting a unified theme and (b) a preference in favor of sessions involving presenters from multiple universities.

2) There are funding opportunities available for graduate students presenting in satellite sessions and in the poster session. At least 20 graduate students who present in satellite sessions or the poster session will be eligible for grants (reimbursing travel and conference expenses) of $300. Please refer to “Graduate Student Funding ACPA 2024” for further information.

***2024 ACPA SATELLITE SESSION SUBMISSION FORM***

***Note***: Please write your name ***exactly*** as it should appear in the program/publication. Please submit your university/college affiliation ***exactly*** as it will appear in the program/publication (not “CUA,” but “The Catholic University of America”; not “Notre Dame,” but “The University of Notre Dame” etc.). If your institution shares a name with another institution, please specify the state or city by which it can be known (ex.: not “St. John’s,” but “Saint John’s Seminary (MA)”).

Name of Sponsoring Organization or Other Descriptive Heading:

Name of Organizer of the Session and University Affiliation:

Name of Chair of the Session:

Topic of the session (optional):

**[All Fields Below Are Required: Leave Nothing Blank]**

Speaker/Commentator No. 1 NAME:

Speaker/Commentator No. 1 UNIVERSITY/AFFILIATION:

Speaker/Commentator No. 1 EMAIL ADDRESS:

Speaker/Commentator No. 2 NAME:

Speaker/Commentator No. 2 UNIVERSITY/AFFILIATION:

Speaker/Commentator No. 2 EMAIL ADDRESS:

Speaker/Commentator No. 3 NAME:

Speaker/Commentator No. 3 UNIVERSITY/AFFILIATION:

Speaker/Commentator No. 3 EMAIL ADDRESS:

Conflicting Session Notes: Please list any other sessions where the proposed satellite session’s speakers or commentators may appear in the program. Also, please list any other sessions which should not occur at the same time as your proposed satellite session:

Session Time Preferences (ex.: Friday or Sunday, etc.): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Note****: Having a Friday or Saturday time slot is not guaranteed.* The ACPA makes every effort possible to accommodate preferences for time slots. Final time slot placement involves resolving time conflicts with other sessions.Presenting in more than one session decreases the possibility of having only Friday or Saturday time slots.

You may also include any relevant information for determining a time slot (ex.: international travel, etc.):

Please email this form to [acpa@acpaweb.org](mailto:acpa@acpaweb.org) by July 15, 2024.