



Victoria Shanghai Academy Model United Nations

November 27th-28th, 2021

By registering, all delegates, advisors, schools and participants in all capacity hereby agree to comply with the following terms and conditions set forth by Victoria Shanghai Academy Model United Nations (“VSAMUN”). The following Terms and Conditions describe the fees, deadlines, policies and disclaimers of VSAMUN, amongst other items.

Eligibility:

- I. Delegate Eligibility
 - a. Delegates must be in between the ages of 12-18 or are attending secondary school currently.
 - b. Delegates must sign the required jot form in order to participate in the conference.
 - c. If a student is found to be ineligible for the conference or otherwise disruptive, they will be dismissed from the call with the possibility of being dismissed without refund.

Fees and deadlines:

1. Delegation registration opens on 1th of October 2021 and closes on 20th of October 2021.
2. Chair applications open on the 20th of August 2021 and close on the 10th of October 2021.
 - a. Chair reports are due 7th of November 2021.
3. Each delegate is required to write position papers that must be submitted to the chair by the 21st of November 2021 (This is expanded upon in the next section)
4. All delegates must pay a fee of 50 HKD.
 - a. This must be settled by the 1st of November, 2021, as outlined in the email.
 - b. Should delegates request a refund they must do so by the 7th of November 2021 by emailing all of: hkvsamun@gmail.com, dboyd@vsa.edu.hk, and ckwong@vsa.edu.hk.

Pre-Conference Etiquette:

1. It is expected that no delegates pre-write resolutions for the conference, as this detracts from the experience within committee sessions.
2. For students that are applying to chair at the conference, they will be notified the weekend after the 23rd if they are accepted to the conference as chairs, and if accepted, will have to complete a 4-page-minimum chair report by the 7th of November 2021. There will be a chair training session the week after.

3. Chair emails will be released on the 1st of November.
4. Position papers for delegates will be due by the 21st of November, and will:
 - a. Be a minimum of 1 page long
 - b. Be font size 11 in Calibri, Times New Roman, or Arial
 - c. Consist of three paragraphs, outlining the history of the topic in relation to the assigned country, strategies the assigned country has taken to resolve the topic issue, and suggestions from the assigned country to resolve the issue in committee

Zoom Etiquette:

1. Should delegates use a virtual zoom background, they should be either:
 - a. The flag of the nation the delegates represent
 - b. A neutral colour
2. If a virtual background is not possible participants must position their camera so that the background does not allow other users to see the private contents of their residence
3. Please wear formal attire for the duration of the conference.
4. Mute microphones if not speaking.
5. Should delegates require a bathroom break, please inform the chair by sending a private message using the zoom chatting function
6. To pass notes to other delegates or the chair, please use the private message function in Zoom
7. During voting procedures, please use the thumbs up function built into zoom.
8. Delegates' names should be their legal name
 - a. Participants will not be permitted in with nicknames or inappropriate names
9. Make sure delegates' cameras are on during committee sessions.
10. Please do not record the meeting.
11. Students should make any concerns known to their chairs or the secretariat.
12. All participants should be treated with respect. Neither cyberbullying nor inappropriate language will be tolerated
13. Participants should avoid possibly inappropriate, incendiary, or inflammatory statements
14. Only authorized conference participants should be on the zoom call.
 - a. Parents and adults should not attend any of the conference sessions or participate in them in any way. If there are any questions or concerns, please contact dboyd@vsa.edu.hk

Finally,

- Chairs agree to enforce this code of conduct and report any violations to the VSA teacher on duty or dboyd@vsa.edu.hk
- Teacher supervisors from other schools, who are interested in entering the meeting rooms to monitor their students, must report this to dboyd@vsa.edu.hk and ps20241147@student.vsa.edu.hk in advance so that they may be added to the authorized list of attendees. Only attendees with advance permission should enter the meetings.

By digitally signing this document, you agree to adhere to all guidelines listed above.