

**IEEE Circuits and System Society
2017 Distinguished Lecturer Program event application form**

Please fill out this application form and send it to the DLP Chair **Peter Kennedy**
(peter.kennedy@ucc.ie).

Organizer

Name: _____
Affiliation: _____
Email address: _____

Sponsoring Chapter

Region: _____
Section: _____
Chapter Chair: _____
Email address: _____

Event

Lecturer name: _____
Lecture/tutorial topic: _____
Location of event: _____
Date of event: _____
Expected number of attendees: _____

How will the lecture be advertised among members/non-members (please write all means of advertising)?

Do you wish to offer CASS Promotional Material at the event? If yes, please contact manager@ieee-cas.org to arrange shipment:

Will this lecture/tutorial be recorded (Y/N)?

Budget

| Cost item | Details | Total cost (USD) | Requested CAS DLP contribution (USD) [†] |
|----------------------|---------|------------------|---|
| Travel | | | |
| Local transportation | | | |
| Meals | | | |
| Accommodation | | | |
| Other | | | |
| TOTALS | | | |

[†]The CAS Society will reimburse Distinguished Lecturer's travel expenses for approved speaking engagements up to USD 1,500 per domestic engagement and up to USD 2,000 per engagement for presentations to CAS Chapters on a continent other than the speaker's home continent.