



**ASEAN  
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**Administrative Note and Logistics Arrangement for  
The 20th AUN and 9th ASEAN+3 Educational Forum and Young Speakers' Contest  
22 - 27 October 2024 (GMT+8)**

**Jointly organized by Universitas Airlangga (UNAIR) and ASEAN University Network  
Theme: "Emancipatory education as a Path towards an Emancipated Future"**

**Participants:** 3 Delegates from each university

- 1 undergraduate student for Educational Forum
- 1 undergraduate student for Young Speakers' Contest
- 1 accompanying faculty member

**Qualifications of Participants**

**Lecturers**

1. Current lecturer
2. Citizen of ASEAN and Plus Three countries
3. Knowledge of ASEAN and East Asia
4. Good team player with communication skills
5. Healthy and adaptable



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6. Experience with diverse backgrounds
7. Good command of English
8. Committed to 7- day programme attendance

### **Students**

1. Current student, preferably 2<sup>nd</sup> and 3<sup>rd</sup> year
2. Citizen of Plus ASEAN and Three countries
3. Knowledge of ASEAN and East Asia
4. Good team player with communication skills
5. Healthy and adaptable
6. Good command of English
7. Committed to 7- day programme attendance

### **Registration**

Delegates requested to register using this link: <https://forms.gle/5BZPvVUNQUsgBsbp8>

Registration will open from now until 30 August 2024, 23:59 (GMT+7).



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### **Educational Forum: Requirements**

- Each member university to nominate one student and one faculty member.
- Students to submit a 1,500 word paper on the theme: “Emancipatory education as a Path towards an Emancipated Future”, and will prepare the country presentation at the forum.
- Panel discussion following presentations
- Faculty members would be assumed as a resource person to help their students come up with a Country Recommendation and the ASEAN+3 Youth Joint

### **Paper Submission Guidelines**

**Focus:** Analytical and opinion-based

#### **Components:**

1. Introduction (200 words)
2. Content (1000 words), includes;
  - Section 1
  - Section 2
  - Section 3
3. Conclusion (300 words)
4. References

Submission the completed paper via: <https://forms.gle/CxhnHfkVeYGW2A9J8>

**Deadline Submission: 25 September 2024 at 23:59 (GMT+7)**



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### **Young Speakers' Contest: Requirements**

- Each member university to nominate one student
- Students to submit a 1,500 word paper on the main theme “Emancipatory education as a Path towards an Emancipated Future”
- Students to submit 10 minute oral presentation

Submission the completed paper via: <https://forms.gle/CxhnHfkVeYGW2A9J8>

**Deadline Submission: 25 September 2024 at 23:59 (GMT+7)**



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## **Accommodation**

**Venue:** Surabaya Suites Hotel

**Address:** Jl. Plaza Boulevard, Jalan Pemuda No.33 - 37  
Surabaya, Jawa Timur 60271

**Official Hotel Website:** <https://www.surabayasuites.com/>

### **Contact person at the hotel:**

Name : Ms Endah Tri W

Position : Sales Executive

Tel no. & WhatsApp number : +6281330060090

email : se2@surabayasuites.com



**Remark:** Please note that for student participants, rooms may be shared with participants from other institutions. UNAIR has arranged the accommodation from 22 until 27 October 2024, which includes breakfast for two people per room. For faculty staff, individual rooms will be provided.



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### **Event venue information**

**Event Venue:** ASEEC TOWER, Universitas Airlangga, Kampus B, Jl. Airlangga No.4-6, Surabaya, Jawa Timur 60286



### **Airport transfer schedules for participant**

**Venue:** Juanda International Airport

- **pick up point:** In front of the arrival gate of Juanda International Airport Terminal 1 or Juanda International Airport Terminal 2.



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- **3 routes of airport transfer (TBC):**
  - 09.00 - 10.00
  - 11.00 - 12.00
  - 13.00 - 14.00

**\*The Pick Up Person is awaiting the participants' flight details to arrange the pick-up schedule accordingly.**

#### **Daily pick-up schedule during the event**

- Local transportation between venues during the program will be arranged by UNAIR.
- Pick up service to the venue will be ready from 07.00 a.m. at the lobby hotel during the programme and back to the hotel after the program ends on each day.

#### **Main contact person:**

Inquiries about arrival and pick-up arrangements, participants may contact the following:

- Mr. Thariq (+6281273438136)
- Ms. Oppie (+6285645268935)

#### **Travel Insurance**

Participants are highly recommended to purchase travel insurance prior to arrival.



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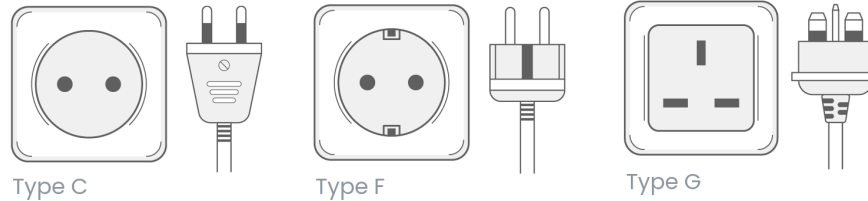
## **Other Necessary Information**

### **Internet Service**

Free Wi-Fi/Internet connection is available in the hotel and event venue. Log-in details will be given upon arrival.

### **Electricity**

In general, a rounded-end stacker with two pins is usually used (type F). The grounding is a two/three pin power plug. The voltage is 220 V and the frequency is 50 Hz. The types of the plug/socket are C, F and G. The G type is not common.



### **Weather**

Indonesia has only two seasons: Rainy Season and Dry Season. Rainy Season is normally in September – February while Dry Season is from March to August. The average temperatures range from 26°Celsius at night and early morning to up to 30°Celsius at noon.





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### **Currency**

Indonesia's national currency is Indonesian Rupiah (IDR); 1 USD  $\approx$  16.000 IDR. For an updated current exchange rate, you may wish to look at the XE Currency Converter website <http://www.xe.com/>. You can have your currency across the street of the hotel or you can change in the airport.

Indonesian banknotes come in denominations of IDR1000, IDR2000, IDR5000, IDR10000, IDR20000, IDR50000, and IDR100000. Coins in circulation include IDR1000, IDR500, IDR200, IDR100, and IDR50.

### **Contact information**

For any query regarding the programme, kindly contact;

#### **The AUN Secretariat**

Ms. Praphatsorn Songdee

Programme Officer, AUN Secretariat

Email: [praphatsorn.s@aunsec.org](mailto:praphatsorn.s@aunsec.org)

Mobile and WhatsApp: +66 93 278 9095

#### **Universitas Airlangga**

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International Program Development Staff

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