

Terms and Conditions

By registering, all delegates, advisors, schools and participants in all capacity hereby agree to comply with the following terms and conditions set forth by Yale Model United Nations Europe (YMUNE). The following Terms and Conditions describe, amongst others, the fees, deadlines, policies and disclaimers of YMUNE.

1. Eligibility

I. Delegate Eligibility

- A. Registered delegates who will be participating in YMUNE XIII must be currently enrolled in high school and between the ages of 13-19 OR must have recently graduated from high school, but have not yet begun their undergraduate studies. No university or college students may participate in YMUNE XIII.
- B. The staff and Secretariat of YMGE reserve the right to investigate the eligibility of any delegate and to expel without furnishing any cause or refund to any individual determined to be ineligible for participation as a delegate.
- C. Delegates under the age of 18 may only attend the conference in the company of at least one advisor who is over the age of 18.
- D. Delegates originating from outside of Europe are responsible for securing their own visas, if necessary. Where applicable, YMUNE will provide visa letters after all payments have been received.
- E. If a student is found to be ineligible for the conference or has any behavior that is found to be disruptive or detrimental to the conference, he or she will be dismissed without refund.

II. Delegation and Advisor Eligibility

- A. Delegations are responsible for securing their own hotel reservations, as YMUNE does not provide housing accommodations. YMUNE does, however, have a partnership with the Radisson Collection Hotel, Grand Place Brussels and has set aside a limited amount of rooms for delegates to reserve.
- B. Delegations are responsible for arranging their own meals during the conference.
- C. Advisors must submit their signed Advisor Agreement provided by YMUNE in order to participate in the conference.
- D. All advisors are required to have a reachable cell phone number.
- E. If a delegation, delegate or advisor acts in any way that does not align with the mission and core values of YMUNE or in any way that is deemed detrimental to the conference quality and philosophy, YMUNE reserves the right to reject and/or expel him or her along with the respective delegations immediately without refund. He or she along with the respective delegation may be prohibited from attending YMUNE in future years.
- F. If a delegation, delegate or advisor is found to be destructive to the conference or causing harm to others he or she may be dismissed immediately without refund. He or she along with the respective delegation may be prohibited from attending YMUNE in future years.

2. Conference Conduct

I. General Standards

- A. By attending YMUNE, delegates, advisors and delegations agree to abide by the standards of conduct outlined in these Terms and Conditions.
- B. YMUNE reserves the right to determine the scope and definition of unacceptable behavior that is deemed detrimental to the conference or not in compliance with these Terms and Conditions, and to take appropriate measures to discipline or dismiss the offending ending delegate, advisor or delegation without refund.
- C. Neither YMUNE nor Yale is responsible for any loss, injury, harm or illness with any consequences that occur for any reason whatsoever, however arising, in the course of YMUNE. Advisors assume all responsibility for themselves, delegates under their supervision and anyone else accompanying them at the conference.
- D. YMUNE will strictly enforce an environment of respect among Delegates, Advisors, and staff. Any form of harassment will not be tolerated, and such conduct may result in expulsion from the conference and/or other severe consequences determined by YMUNE.
- E. Delegates and Advisors are responsible for wake-up times and ensuring full delegation attendance at the conference. Attendance will factor into award considerations. YMUNE does not assume responsibility for making sure that delegates do not skip committee beyond taking attendance and reporting absences to advisors.
- F. YMUNE assumes no responsibility for Advisors who are misinformed because they fail to attend scheduled Advisor meetings.
- G. Advisors must meet all responsibilities as outlined in the Advisor guide, Terms and Conditions, advisor meetings, and any other communication received from the Under-Secretaries-General of Recruitment or the YMUNE Secretariat.
- H. There is a strict policy against consumption of alcohol, tobacco and other controlled substances during the conference. Delegates found with or consuming such substances will be expelled from the conference without refund. Advisors are advised not to consume alcohol during the conference.

II. Delegate Conduct

- A. Delegates must abide by the standards of conduct outlined in these Terms and Conditions. Any infractions will factor into Awards considerations and Delegations' ability to attend future YIRA conferences.
- B. YMUNE reserves the right to determine the definition of unacceptable behavior, and to take appropriate measures to discipline or dismiss the offending delegate without refund.
- C. Western Business Attire (WBA) is required for the entirety of the conference and will be strictly enforced. Failure to comply with Western Business Attire may result in delegates being asked to leave committee and change into appropriate attire. Repeated offenses may result in the delegate's dismissal from the conference.

D. Delegates must abide by YMGE's in-committee technology policy. All cell phones must be switched off during committee session. Computers, laptops, cell phones and other Wi-Fi enabled devices may only be used during Unmoderated Caucuses. Failure to comply with this policy may be met with consequences as ascribed by the respective committee chairs and YMUNE Secretariat members.

3. Registration, Deadlines and Schedules

Listed below are the registration policies and deadlines for YMUNE XIII. YMUNE maintains the right to change deadlines at its discretion. Missing deadlines may result in additional fines, an inability to account for country preferences, an inability to accommodate for a delegation and less pre-conference delegation preparation.

I. Registration Policies

- A. All delegations must register through the official YMUNE registration site at <https://ymuneurope.org/>
- B. Registration will be processed on a rolling basis. Delegations must submit payments by the prescribed registration deadline to finalize their registration.
- C. Deposit payments are non-refundable, except for requests made under extraordinary and justifiable circumstances, as determined by the YMUNE President.
- D. Due to capacity constraints, YMUNE does not guarantee registration and placement at the conference to any delegation. Conference placement is granted on a first-come, first-served basis.
- E. YMUNE will not hold any placements for delegations that have not submitted their payments.
- F. Once the payment is received, delegations will be notified if their registration to the conference has been approved and placement allotted, depending on conference capacity.
- G. Delegations that have completed registration but are not accepted through the rolling process will be placed on a Waitlist. Should a spot become available, delegations will be informed and their registrations confirmed. YMUNE will do its best to inform Advisors and Delegations of their status on the Waitlist as early as possible and will provide a final decision by February.
- H. Should a delegation that has completed registration choose not to be placed on the Waitlist, the delegation should inform YMUNE as soon as possible.
- I. Financial Aid applicants are exempt from the payment requirements. Exemptions are granted to applicants whose emails are acknowledged by YMUNE. YMUNE will regularly update such applicants on the status of their application.
- J. Should applications for Financial Aid be denied, applicants will be informed as soon as possible of the decision and be subject to the regular payment and deposit requirements. They are required to submit their payments within the stated deadlines.
- K. All registered delegations must adhere to the deadlines and fees outlined in these Terms and Conditions. Failure to do so may result in late fees and/or the inability to attend YMUNE XIII.

- L. YMUNE reserves the right to rescind the registration placements of delegations that do not adhere to the stipulated deadlines or abide by these Terms and Conditions.

II. Registration Deadlines

| Dates | | Deadline |
|-------|-------------|-------------------------------|
| 2023 | October 15 | Registration opens |
| 2024 | January 15 | Financial aid application due |
| | February 5 | Registration closes, |
| | February 5 | Final payment deadline |
| | March 5 | All forms due |
| | March 15-17 | YMUNE XIII |

*Applications accepted on a rolling basis. Delegations and delegates interested in applying for financial aid are encouraged to do so as soon as possible, but before regular registration closes.

4. Fees

A. Failure to pay the following fees (exempting Financial Aid) will result in inability to attend YMGE XII:

| Fee | Cost | Deadline |
|-------------------------------|-------|------------------|
| Non-Refundable Deposit | Fees | February 5, 2023 |
| Delegate Fee | \$295 | |
| Advisor Fee | \$125 | |
| Delegation Fee | \$150 | |

- B. Late Fees of 75 EUR will be imposed for late delegate and advisor name submissions, late Delegate and Advisor fee submission, late Committee Assignment Sheet, and late liability waiver and advisor form submissions.
- C. Late Fees do not accumulate over each other. If a delegation submits multiple documents and/or forms late, that delegation will still be liable to a single Late Fee of 75 EUR.
- D. Only the YMUNE President may waive the Late Fee under exceptional and justifiable circumstances.

5. Committee Assignments

- A. Successfully registered delegations will be assigned countries and committees in March
- B. Country assignments will not be released to a delegation until the full payment has been received and processed, and a delegation has no outstanding balance.
- C. Delegations agree to respect the committee assignment decisions of YMUNE and understand that due to limited availability and a large number of participants, country preferences cannot always be met.
- D. Committee assignments, once released to a delegation, cannot be altered unless at the discretion of the YMUNE President.

All committee assignments assigned by YMGE XII to registered delegations must be paid for and filled. Should changes occur, please note the following:

- E. If a Delegate is no longer able to attend the conference, another Delegate from the same delegation or school must replace him or her unless the number of Delegates attending is changed prior to the February 5th deadline (please refer to the deadlines section).
- F. If a spot is unable to be replaced, the Advisor from that delegation must notify YMUNE immediately.
- G. YMUNE reserves the right to change committee and country assignments if delegation sizes change. Advisors will be notified if such changes in committee and country assignments occur.

6. Schedule

YMUNE reserves the right to change the schedule as seen fit and necessary by the YMUNE President. The schedule available on the YMGE website is tentative and subject to change.

7. Payments, Cancellations and Refunds

A. If a school submits or emails a request to make a change to their registration (delegate number, name, or committee assignment), before the deadlines, a confirmation email must be received from YMUNE to the school in order for that change to be valid. Otherwise, the school will be held responsible for paying the full balance owed prior to the change.

B. In the event of inclement weather, poor transport, illness or any other extenuating circumstance that prevents a delegation from attending the conference, the school or organization supporting the delegation will still be responsible for paying the delegation's balance in full, unless the delegation cancels prior to February 19th, 2023.

C. YMUNE is not responsible for a delegation's failure to make travel and accommodation arrangements on time. If travel or accommodation arrangements are not made on time and that affects conference attendance, YMUNE is not responsible for refunds or liability.

D. YMUNE is not responsible for the inability of any delegation to make travel and accommodations or securing visas under all circumstances.

E. Full refunds will only be issued before October 30th. After October 30th, 2023, no refunds will be considered under any circumstances.

F. YMUNE is not responsible for lost payments.

G. Payments must be received in order for a registration to be considered complete. No registration will be processed unless the payment is received.

H. Delegations must pay all conference fees by February 5th, 2023 to attend YMUNE. YMUNE reserves the right to void a delegation's registration and rescind country assignments and seats at YMUNE if conference fees are not received by the deadline.

8. Exceptions and Violations

The President, Directors-General of Operations and Committees are the only ones who are allowed to grant exceptions or extensions to conference policies and deadlines. Neither YMUNE nor Yale International Relations Association is liable for erroneous statements made by other members of YMUNE staff or representatives or agents regarding conference policies listed herein or otherwise. When in conflict, the statements in Terms and Conditions precede any other communications and documents issued by YMUNE Secretariat. Violation of the policies herein mentioned may result in the revocation of assigned seats with no refund, expulsion and prohibition from future YIRA conferences around the world.

General inquiries about the conference or questions about registration, payment, and forms should be sent to Kyran Blau, USG of European Recruitment, ateuro.recruitment@ymuneurope.org and/or Gai Ogasawara, USG of International Recruitment, at intl.recruitment@ymuneurope.org.

Last Updated: **October 15th, 2023**