



Harvard Model United Nations 2018

Individual Delegate Application Instructions

These applications are separate from the applications for school delegations. Students are admitted individually to the Individual Application committees, and the application process is highly competitive. Please note that even as an individual delegate, you would still need to be accompanied by a faculty advisor. Application for the Individual Application committees in HMUN is completed electronically through our MUNbase system. Please follow these steps to complete an application for HMUN 2018.

1. In the right-hand column of our website, www.harvardmun.org, there will be a link to Application for HMUN 2018.
2. Click on this link, which will redirect you to our database at munbase.harvardmun.org. If you are accepted, you will also return to MUNbase over the next few months to access and update your application information.
3. Enter your e-mail address and a secure password in order to create a new MUNbase account.
4. Follow the instructions for a Special Application. Please fill in the name of the school, the name and contact information of the Faculty Advisor, and your mailing address.
5. Click Save and Continue, and then follow the prompts on the following pages. The first page titled “Delegation Size” will say this: “If you are an individual delegate or a delegation seeking only Special Application committee assignments, please click on this link, which will direct you to the Special Committee Application for the Specialized Agencies (with the exception of the Security Council and Historical Security Council), Non-Governmental Organization Programme, and the Press Corps. You do not need to fill out this page, and you may skip immediately to the Special Committee Application.” Click on this link and skip immediately to the Special Committee Application questions.
6. Click New Application. Enter your name and your email address. You may also chose to have another copy of the application sent to your email by checking the box that reads “Send application to delegate”. Click the button “Create” to create your application.
7. Click on your Application URL that appears next to your name and put in your position preferences.
8. Answer the following questions concerning the grade you will be entering, previous experience in Model United Nations, and additional committee specific questions.
9. Explain your preferences. Why did you rank these positions?
10. Finally, you will have a chance to review your application. Check that all of your answers are satisfactory, and be sure to carefully read HMUN’s Terms & Conditions. Click the box at the bottom to submit!
11. After submitting your application, you will receive a confirmation e-mail. Individuals accepted to Harvard Model United Nations 2018 will be notified soon afterward.

Conference Fees

Delegate Fee	\$80
Faculty Advisor Fee	\$65

Conference Deadlines

Online Application opens	Monday, May 1
Financial Aid Form and Liability Waivers available	Wednesday, May 10
Individual Applications released	Wednesday, June 7
Individual Applications due	Wednesday, September 27
Financial Aid Applications due	Wednesday, October 4
School Fee due (\$35 late fee after this date)	Wednesday, October 11
Delegate Fees and Faculty Advisor Fees due (\$50 late fee after this date)	Wednesday, November 1
List of Delegate Names due (\$50 late fee after this date)	Wednesday, November 8
Liability Waivers due (\$50 late fee after this date)	Wednesday, November 8
Last day for full refund	Wednesday, November 8
Position Papers due	Friday, January 26, 2018
Harvard Model United Nations 2018	January 25 to January 28, 2018

Please feel free to call us at (617) 398-0772 or send an e-mail to info@harvardmun.org with any questions or concerns.