



Harvard Model United Nations 2018

Small Delegation with Additional Individual Applications

For those small delegations, that have delegates interested in the Individual Application committees, please follow the following instructions on how to register as a delegation with individual applicants to the Individual Application committees.

1. In the right-hand column of our website, www.harvardmun.org, there will be a link to apply 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. You may need to create an account on an annual basis.
4. On the next page, please fill in the name of the school, the name and contact information of the Faculty Advisor, and the mailing address for your school. You will also be able to add additional Faculty Advisors to your account later, if necessary. The Faculty Advisor listed in this page will be the assumed, primary contact for application status and conference updates.
5. Click Save and Continue, and then follow the prompts on the following pages. Enter information about your delegation size: the expected number of delegates and the expected number of Faculty Advisors. If you have a small delegation you may apply for an ECOSOC delegation and follow steps 6-7. If you do not have the minimum number of students for an ECOSOC country assignment, it is recommended that you encourage your students to apply for conference via the Individual Application process.
6. Enter country preferences. You must enter all ten preferences for ECOSOC in order to apply. You may find the country assignment list on our website that lists the appropriate maximum number for each country assignment.
7. Explain your preferences. Why did you rank these countries? What factors are most important to you in country assignments? For example, which is more important to you, the country assigned, or the number of delegates that you have requested? Is there a type of country or region of the world in which you are especially interested? You will also be asked to tell us about your delegation's Model UN program and experience.
8. Finally, you will have a chance to review your application. At the bottom, it gives you a chance to review Special Committees Applications. Click the link provided.
9. Click 'New Application' and then 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.
10. Click on your Application URL that appears next to your name and put in your position preferences.
11. Answer the following questions concerning the grade you will be entering, previous experience in Model United Nations, and additional committee specific questions. Explain your preferences. Why did you rank these positions?
12. Finally, you will have another chance to review you application. Check that all of your answers are satisfactory, and be sure to carefully read HMUN's Terms & Conditions. Please note that upon submission, you will no longer be able to edit your application. Click the box at the bottom to submit!
13. After submitting your application, you will receive a confirmation e-mail. Schools accepted to Harvard Model United Nations 2018 will be notified soon afterward.

Conference Fees

School Fee (for both international and domestic schools)	\$80
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
Priority Application Deadline I	Wednesday, May 31
Individual Application released	Wednesday, June 7
Priority Application Deadline II	Wednesday, August 30
Individual Applications due	Wednesday, September 27
Regular Application Deadline	Wednesday, October 4
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) Last day for full refund	Wednesday, November 8
Position Papers due	Wednesday, November 8
Harvard Model United Nations 2018	Friday, January 26, 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.