

Nov. 09, 2025

Call for Workshop / Short Course (WS/SC) Proposals for ARMS14 (For Workshop/Short Course Organizers)

Workshops and Short Courses (WS/SC) will be held on the day and two days prior to the ARMS14 main symposium, on Sunday, 22 November and Monday, 23 November 2026. Proposals are invited in accordance with the following guidelines. Interested organizers are requested to submit their WS/SC Proposal Form by 31 December 2025.

The Organizing Committee will review all submitted proposals and notify the contact person of each WS/SC proposal of the result (acceptance, date, and venue assignment) by mid-February 2026 via email.

- **Submission Deadline:** 31 December 2025
- **Submission Email:** arms14.secretariat@rocknet-japan.org

Outline of WS/SC

- **Dates:** Sunday, 22 November and Monday, 23 November 2026 (two days before and one day before the main symposium)
- **Time Slots:** Morning (3 hours) / Afternoon (4 hours) / Full day
- **Venue:** Rooms 409–414, 4th Floor, Fukuoka International Congress Center (6 rooms, 135 m² each)
- **Registration Fee:** JPY 7,000 per participant (per WS/SC)
- **Minimum Number of Participants:** 15
- **Basic Cost per WS/SC:** JPY 100,000 (venue, equipment, and administration fee) + optional paid equipment (if any)

(1) WS/SC Schedule and Time Slots

Please select one of the following three options:

Type	Time	Notes
Half-day (Morning)	08:30–12:30	Includes a 15-minute break
Half-day (Afternoon)	13:30–17:30	Includes a 15-minute break
Full-day	08:30–16:30	Includes a 60-minute lunch break (12:30–13:30)

(2) Venue and Facilities

- Medium-size meeting rooms on the 4th floor of the **Fukuoka International Congress Center** (6 rooms in total)
- **Room size:** 135 m²
- **Capacity:** 100 (theater style) / 50 (classroom style)
- **Facilities provided:** screen and projector included.

(3) Registration Fee and Costs

- The registration fee for each WS/SC is **JPY 7,000 per participant** (per workshop/short course).
- The **Host (ARMS14 Organizing Committee)** will collect registration fees from participants via the online registration system and, after the symposium, will transfer the remaining amount to the organizer's designated bank account after deducting the necessary costs.

- The **required cost** is **JPY 100,000**, covering venue, equipment, and administrative expenses. Additional optional equipment (if requested) will incur extra charges.
- WS/SC Organizers may sell workshop materials (e.g., textbooks, notes) at the venue on the day of the event.

(4) Minimum Number of Participants

- The minimum number of participants for each WS/SC is **15**.
- WS/SC registration will close on **31 October 2026**.
- If the number of registered participants does not reach the minimum by the deadline, the workshop/short course will be **cancelled**.
- In case of cancellation, the registration fees will be **refunded** to all registered participants.