



Participation rules for LASA2020  
Online Submission Deadline:  
**September 5, 2019, 17:00 EDT.**

Thank you for your interest in submitting a proposal for LASA2020: **“América Ladina: vinculando mundos y saberes, tejiendo esperanzas”**, taking place from May 13 - 16 in Guadalajara, Mexico. We are delighted that you have chosen to participate actively in this congress and we look forward to reading your proposal.

When submitting proposals, please follow the six participation rules described below:

### **Rule 1: Participation limitation**

- LASA2020 Participants are limited to one paper per Congress, no exceptions. If a participant has submitted an individual proposal, she/he may not be added to a panel or symposium proposal. Additionally, if a participant is a co-author, that paper counts as his/her only paper.

Participants can only have four active roles per Congress. Being an organizer or a contact person does not count towards these roles. The four active roles may take the form of:

1. Paper presenter (in a panel **OR** a symposium)
2. Presenter in a roundtable (without paper)
3. Presenter in a workshop (without paper)
4. Discussant (in a panel, workshop, roundtable or symposium)
5. Chair (in a panel, workshop, roundtable or symposium)
6. Travel Grantee

- Panel proposals must have a minimum of three and a maximum of five papers. Workshop and roundtable proposals must have a minimum of three presenters (without paper) and there is no maximum. Symposium proposals have a minimum of seven and maximum of 12 paper presenters.
- Panels, workshops, roundtables and symposiums should have at least one session organizer (maximum two) and one chair (maximum two). The discussant is not mandatory, but highly recommended. Only one discussant is allowed.
- The rules for the Section sessions are the same than for the regular sessions.
- Travel grant requests can only be sent by the participant requesting the grant and can only be given to individuals who have a paper accepted in the Congress and who have not received a travel grant in the last three LASA Congresses. Candidates who received a travel grant for one of the last three LASA Congresses but did not attend and did not cancel their participation, or cancelled too late for their grant to be reassigned, are not eligible to apply.



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## **Rule 2: Membership requirement**

The following rules are related specifically to the type of proposal:

- Individual submissions: The individual submitter and co-author(s) must be/become current LASA members in order to submit a proposal and travel grant request(s). Each co-author must send a separate travel grant request.
- Panel submissions: All participants in the panel must be/become current LASA members in order to be included in the proposal. All panelists, as LASA members, can submit their individual travel grant requests.
- Symposium submissions: All participants in the symposium must be/become current LASA members in order to be included in the proposal. All paper presenters in the symposium, as LASA members, can submit their individual travel grant requests.
- Workshop or roundtable submissions: All participants must be current LASA members in order to be included in the proposal. No workshop or roundtable participants may request a travel grant unless they also have a paper in the Congress.
- Section submissions: All participants must be current LASA members and current members of the specific Section where they intend to participate. All paper presenters in a Section session, as LASA members, can submit their individual travel grant requests.

The deadline for renewing/obtaining LASA membership for proposal submission is **September 5, 2019, 17:00 EDT**. Please do not wait until the deadline to become a member, renew your membership or submit a proposal.

## **Rule 3: Congress preregistration**

Once a proposal has been approved, all participants are required to register for the Congress. Please remember that registration is a separate and additional fee and is not included in the LASA membership fee. Congress preregistration must take place before **Thursday, March 12, 2020, 17:00 EDT**. If the participant does not register by this deadline, they may be removed from the program book. Additionally, sessions may be cancelled or changed due to insufficient paper presenters.



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#### **Rule 4: Paper delivery**

As a paper presenter, you have two important obligations:

- To ensure that the members of your session, especially discussants, receive your paper in time to read it carefully prior to the meeting; and
- To submit your paper for the Congress proceedings. Note: Your paper should not be considered published because it is posted online.

#### **Rule 5: Session schedule**

Sessions are scheduled starting at 9:00 am on Wednesday, May 13, and concluding at 9:00 pm on Saturday, May 16. Participants are expected to be available for presenting during this time. Please note that scheduling change requests cannot be honored.

**Thank you for your interest in LASA2020!**