

Apply to host a CEEA Conference

Affiliate Members interested in hosting a conference in their region are invited to submit their application to the CEEA Head Office. The CEEA Board of Directors will make the final decision on where a conference may be held - based on the following structure:

Past Conferences:

Central - 2010 (Kingston), East - 2011 (St. John's), West - 2012 (Winnipeg),
Central - 2013 (Montreal), West - 2014 (Canmore), Central - 2015 (Hamilton)

Future Conferences:

East - 2016 (Halifax), Central - 2017 (TBD), West - 2018 (TBD), Central - 2019 (TBD), East - 2020 (TBD)

The application should include:

- The completed "Application to Host a Future CEEA Conference" form and all required documents listed within that application. Including:
 - Name of Proposed Conference Chair
 - Identify the 4 key planning committee members
 - Brief description of proposed theme.
 - A description of the benefits of the proposed location and why you feel this is the best time to host a CEEA Conference
 - A detailed description of conference venue and rooms
 - A description of hotel options
 - A breakdown of expected costs
 - Proposed Time schedule for call for papers, abstract deadlines, final submissions deadline, etc.
 - Venue and Banner Images (particular details in the form)
 - Joint hosting option?
- An official endorsement by the Dean of Head of the Faculty of Department within your Organization would strengthen your request.
- A list of past conferences held by your Organization, relating to Engineering, if applicable.

Once your application has been received it will be reviewed by the CEEA Board of Directors and if any further information is required to make the decision, we will contact you.

For further information and please contact Sherrie Hildebrand, Executive Administrator at administrator@ceea.ca