## Procedure for Participating in ASEP 2023 (plan)

## March April May June July August

- -Confirm your university participation
- -Decide the person in charge of this program
- -Distribute the recruitment documents
- -Start to select the participant students
- -Recommend the faculty members (one professor and one staff)
- (only professor and staff) Attend the secretariat meeting (\*one time at least)

- -Submit all participants' recruitment documents (by early June)
- -Attend the prestudy session online meeting (all participants) (\*one time at least)
- -Group work
- (only professor and staff) Attend the secretariat meeting (\*one time at least)

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- -Participant in the ASEP online (August 7-9)
- -Submit the feedback survey after the ASEP program is over (\*the feedback survey from will be provided by the organizer) (by August 31)