

Guidelines for the “EP to Campus” webinar



Organising the webinar

- There is no application fee for the universities.
- Universities must have a computer, smart phone or tablet with a camera and an efficient internet connection. Depending on the equipment's of the university, the software used is mostly WebEx or Zoom.
- Universities get in contact with the Former Member(s) via mail, after they decided which candidate suits the best for their EP to Campus Programme.
- Universities make sure that the Former Member can prepare sufficiently in advance and is provided with a webinar invitation before the start of his lecture.

Content of the webinar

- Universities are allowed to choose one or more Former Members for their lectures. These lectures can be organised over several days.
- Universities can organise a video conference, a seminar or a tutorial on EU policies and current affairs: environment, artificial intelligence, digital issues, internal market, EU monetary policies human rights, etc. The university chooses a Former Member who best fits the subject of the lecture.
- Please note that the general underlying topics covered during the visit are how the EU institutions *really* works and what factors there are that shape EU decision-making. Depending on the University's request, the presentation will also cover specific policy fields.

- The university communicates the programme of the online lecture in a timely manner to the Former Member. This may include a moment of discussion or a talk with the Former Member about his experience as a Former Member of the European Parliament.

Getting the Most Out of the Experience

- The university is encouraged to promote the lecture of the Former Member(s) via their social media channels and website.
- The Former Members Association (FMA) will ask the permission of the university to post these photos and quotations on their social media channels (Facebook and Twitter) and website as well. This allows the FMA to create visibility and promote the EP to Campus Programme to other universities and interest groups.
- The online lecture from the Former Member(s) could also be done as a part of a larger activity, such as "Europe Week" or on "Europe Day", to attract more attention and publicity.
- Evaluating the result of the visit is important for the FMA in order to improve the programme. The FMA secretariat will send out an evaluation form both to the university as well as to the Former Member(s). This survey should be completed after the webinar has ended. Please take notice regarding the number of students virtually attending the lecture(s).