



AMUN Conference Alert

22–25 November 2025

18 October 2025

Reminder: Position Paper Award Deadline—One Week Away!

Greetings from the AMUN Secretariat. This is a reminder that the deadline to submit position papers, preparatory statements (COI) and memorials (ICJ) in order to qualify for a Position Paper Award is Friday, 25 October at 11:59 p.m. CT—just one week away.

If your school misses this deadline, you are still encouraged to submit position papers ahead of the Conference. While late submissions will not be eligible for awards, they remain a valuable tool for preparing delegates and shaping the debate before simulations begin.

Position papers and preparatory statements should be submitted via [our website](#). Memorials should be emailed to icj@amun.org.

If you have any questions or need assistance with your submission, please email mail@amun.org.

Submitting Position Papers: Step-by-Step

Step 1: Choose Your Submitter

- Designate one person from your delegation to enter all position papers for your delegation. While the process is straightforward, it's optimized to be completed in a single session.

Step 2: Prepare Your Papers

- Gather all position papers in one document, with minimal formatting. This makes the submission process smoother and helps avoid errors.

Step 3: Submit via the Online Form

- Visit the Position Paper Submission Form.
- Enter the email address AMUN has on file for your group.
- Read the instructions at the top of the page.

- Select your country, then the committee, then the topic.
- Paste the correct position paper into the text box.
- Click “Save this paper and continue to next topic/committee”.

Important Notes:

- Do not include representative names or topic titles. Names are not appropriate and topic titles are auto-generated by our form.
- Double-check that you’ve selected the correct committee and topic.
- Avoid special formatting (bold, italics, underlining), hyperlinks or bullet points.
- When all papers are entered, click “Finished entering papers, please save this paper and submit.” Your submission is not complete until this step is done.
- ICJ memorials should be emailed to icj@amun.org by the deadline.

For additional information, refer to the [AMUN Handbook](#) and our previous communication It’s [The Final Countdown... to Position Papers!](#).

Questions, Comments or Concerns?

If you have any questions about this email, please reach out to us at mail@amun.org—we’re happy to help!

If you are no longer the primary contact for your school’s Model UN program, please send updated information to mail@amun.org or complete our [Change of Address/Contact](#) form.

Best of luck with your preparations,

Tessa Schutt
Secretary-General

Alexandra Middlewood
Executive Director

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