



ACADEMY OF HEALTH PROFESSIONS EDUCATORS

Guidelines to allow other Organizations/ Associations/ Institutions to use the logo of AHPE for their scientific programme

1. The organizers of the scientific programme should contact the Secretary, AHPE well in advance, preferably during the planning stage. AHPE will serve as the Knowledge Partner and will provide academic inputs, advice on scientific matters, share the learning resource materials and facilitate the active participation of resource persons from its organization.
2. If the programme is already planned then details of the planned programme along with the list of the speakers and type of participants expected should be submitted to the AHPE. A meeting should be arranged with the office bearers of AHPE or their representatives to strengthen the quality of the scientific programme. AHPE reserves its right to allow/not allow use of logo for any programme.
3. The publicity material, certificates and banners for the scientific programme will carry the logos of the organizing institution/centre and AHPE.
4. AHPE will give publicity to enroll participants by displaying the announcement of the scientific programme on its website, and if given well in advance then in its AHPE bulletin (if possible).
5. A 20% discount in the registration fees should be given to AHPE members for participation.
6. The organizers need to invite at least two resource persons from AHPE to participate virtually, or physically in the programme. One of them can serve as observer, provide feedback and submit a report to the AHPE Secretariat.
7. Whenever resource persons from AHPE are invited, a waiver should be given to their registration fee and transport. Local hospitality should be provided to the resource person. A token honorarium should be offered to the resource persons besides a certificate of appreciation.

8. A time slot should be given during the scientific programme to share information about AHPE with the audience so that there will be an opportunity for more visibility of the AHPE.
9. If there is any profit to the organizers of the scientific programme, then AHPE and the organizers together can work out the percentage of profit that should be shared with AHPE.
10. There will be no financial liability on AHPE for the scientific programme which uses its logo.



Past-President, AHPE



President AHPE, 2022