

## EMEE Network Application System – Overview

### 1. Opening of Application Submission

- **Timeframe:** Between mid-January and the end of March.
- **Actions:**
  - EMEE announces the start of the application process on its website and social media platforms.
  - Applicants gain access to the application form and can begin the submission process.

### 2. Application Submission Period (January–June)

- **Deadline for application submission:** End of June.
- **Additional candidate support:** In certain cases, the Board may appoint a specific EMEE member to provide assistance with the application process. This decision is made based on a formal request submitted by the network coordinator.
- **February–June:** The EMEE team is available to assist applicants by:
  - Answering questions related to the application process.
  - Offering guidance and clarifications on requirements.
  - Organizing webinars and Q&A sessions to resolve common concerns.

### 3. Review and Feedback from the Board (July)

- **Timeframe:** July.
- **Process:**
  - After the application deadline, all submitted applications are forwarded to the EMEE Board.
  - The **Board** reviews the applications and provides **feedback and opinions** on each submission.
  - The Board may offer suggestions for improvements or highlight areas that need further clarification.

### 4. Discussion and Resolution of Concerns (September–December)

- **Timeframe:** September–December.
- **Process:**
  - **Access and Review:** EMEE members (General Assembly) receive access to the applications, along with the Board's feedback, and have a review period from September to November to analyze them.

- o **Submission of Questions:** Members may submit questions or concerns about specific applications to the EMEE team during this period.
- o **Feedback to Applicants:** By December, these questions and comments are shared with the applicants, giving them the opportunity to provide clarifications or additional information.
- o **Clarifications from Applicants:** Applicants have until two weeks before the General Assembly, which typically takes place around mid-January, to respond to the feedback and address any concerns raised by members.
- o **Final Adjustments:** Members' feedback, along with applicants' clarifications, is reviewed before moving to the formal voting process, ensuring all concerns are addressed comprehensively.
- o Additionally, candidates have the **opportunity to present** themselves during a dedicated meeting organized exclusively for them and EMEE members. This meeting, held online, is scheduled as an optional part of the network's General Assembly preceding the Reeperbahn Festival.

## 5. Voting at the General Assembly (January – ESNS)

- **Timeframe:** January (during ESNS).
- **Process:**
  - o The official vote on the acceptance of new members takes place at the **General Assembly**, comprising all EMEE members, in January during the ESNS festival.
  - o After the vote, the decisions on new member acceptance or refusal are communicated to the applicants.

## 6. Additional regulations

Each applicant is allowed to submit an application for network membership twice in succession. If two consecutive applications are rejected, a two-year break is required before submitting another application.

**If you would like to receive an application form please email [tamara@europeanmusic.eu](mailto:tamara@europeanmusic.eu)**