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| Logo, company name  Description automatically generated | **Proposal to host the CERN School of Computing** |

*Please fill in this form with the available information. Not all fields need to be completed, if certain details are not known (or provide indicative values when the exact ones are not available). The proposal may contain more than one option for the teaching facilities, accommodation etc. Feel free to embed relevant pictures, e.g. of the lecture and exercise rooms. If you have any questions, don’t hesitate to discuss them with the school director before submitting this proposal.*

## **General information**

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| **Organizing committee** | | |
| The main organization to host the school |  | *The organization (university, laboratory etc.) acting at the main local organizer* |
| Other involved organization(s), if any |  |  |
| Names, affiliations, and roles of the main contact person(s) |  | *In principle, they would become the chairperson(s) of the future Local Organizing Committee* |
| **Date** | | |
| For which year(s) is this proposal valid? |  |  |
| What is the best period/dates to host the school?  *(Two weeks, usually between very late August and mid-October)* |  | *Take into account when the hosting university is open but perhaps not full with local students; the weather; avoiding tourist high-season if relevant etc.* |
| **Place** | | |
| Proposed school location (city) |  |  |
| Nearest airport(s) |  | *For smaller airports, indicate with which airport hubs (e.g. Frankfurt, Paris) is it connected, how many flights per day, main airlines etc.* |
| Transport from the airport(s) to the school venue |  | *Indicate the distance in km; transport type (public transport / taxi / train); approximative cost and duration* |

## **Teaching facilities**

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| **Location** | | |
| The location of the institute(s) or the faculty(-ies) where school classes could take place? *(It could be at faculties other than of physics or computing)* |  | *Is it a single campus with different faculties / departments? Or spread around the city? What is/are the address(es)? Are there any access restrictions?* |
| **Lecture and exercise rooms** (or a single room serving both purposes) | | |
| Possible lecture room(s) *(A room with a projector and a large screen, for min. 70-80 persons, or twice the number for Covid physical distancing)* |  | *Type (amphitheatre? large room?), size (number of seats, surface in m2)* |
| Possible exercise room(s) *(A large flat room for min. 70-80 persons, seated at tables, either in pairs, or individual for Covid physical distancing)* |  | *Size (number of seats, surface in m2), distance from the proposed lecture rooms, availability of network and electricity for students’ laptops* |
| Is there a cost (e.g. rental) associated with the use of the lecture/exercise rooms? |  |  |
| **Network** | | |
| Available network connectivity |  | *Wired or only wireless? Eduroam available? Any restrictions for outgoing connections  (e.g. protocols or ports blocked)?* |
| **Food** | | |
| Lunch |  | *Place (university cantine if available and open? local restaurant?), approximative cost per person* |
| Coffee breaks |  | *Place (close to the lecture/exercise rooms?), approximative cost per person* |

## **Accommodation**

45-80 rooms:

* 60-75 students in twin rooms (or single rooms if required by Covid restrictions)
* 10-15 lecturers and organizers in single rooms

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| **Option 1: Hotels** | | |
| Possible hotels |  | *Please indicate the location. If potential hotels are already identified, provide their names.* |
| Approximative cost for single and twin rooms |  | *With breakfast (bed&breakfast/BB), or breakfast+dinner (half-board/HB).*  *Including taxes* |
| Dinner: location and  approximative cost |  | *Dinner at the accommodation, or in a local restaurant? Cost including taxes* |
| Distance and transport to the proposed teaching facilities |  | *Means of transport (walking, public transport, rented bus), estimated commuting time, cost if any* |
| **Option 2: University accommodation (if available)** | | |
| Possible university accommodation (student lodging) |  | *Please indicate the location* |
| Availability, or date restrictions |  | *Usually, university accommodation is not available during the academic year. Please indicate when it is available.* |
| Approximative cost for single and twin rooms |  | *With breakfast (bed&breakfast/BB), or breakfast+dinner (half-board/HB).*  *Including taxes* |
| Dinner: location and  approximative cost |  | *Dinner at the accommodation, or in a local restaurant? Cost including taxes* |
| Distance and transport to the proposed teaching facilities |  | *Means of transport (walking, public transport, rented bus), estimated commuting time, cost if any* |

## **Other information**

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| **Sport facilities** | | |
| Any sport centre or sport area, close to the teaching facilities or  the accommodation? |  | *Please indicate the location/address. Belongs to the university, or independent? Access and cost?* |
| Sport facilities available |  | *What sports (volleyball, basketball, football, beach volley, tennis etc.)?  Indoor / outdoor? Swimming pool?* |
| **Visits** | | |
| Possible scientific visits at the hosting institute |  | *Are there any labs or installations that can be visited by the school participants?* |
| Main attractions in the city and the local area |  | *What could the school participants see or do in the free time during the school?* |
| **Excursion** | | |
| Ideas for a full-day excursion in the middle of the school |  | *Ideally within 1-2 hours of a bus ride. Combining visits (culture, heritage, nature etc.) and perhaps some activities. Indicate the distance in km the travel time, and approximative cost.* |
| **Any other information** | | |
| *Please feel free to add any other plans or ideas for the school, or relevant information about the location, the hosting institute, available financial support, possible guest lecturers, the local area etc. Pictures are also welcome.* | | |
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