



## ACNP Study Group Guidelines

**DEADLINE for proposals from ACNP member chairs: EXTENDED TO May 18, 2020\***

**DEADLINE for individual participants to complete disclosures: May 26, 2020\***

**DEADLINE for chairs to review and finalize session: May 29, 2020\***

*\*All deadlines occur at 5:00 PM Central*

- ❖ Study groups are issue-oriented 2 ½ hour sessions. Examples are topics relating to ethics or policy matters.
- ❖ Study groups are informal with more audience participation than panels. Individual participants do not have a set time to speak, but rather talk informally among themselves with the audience. To foster this atmosphere, it is strongly recommended that each participant utilize no more than 3 slides.
- ❖ Study groups **must be chaired** by an ACNP member, to include all categories of membership (Associate Member, Member, Fellow, Emeritus).
- ❖ There is a limit of 3200 characters for the text of the abstract submission. This includes title (250 characters) and proposal body (2950 characters), not including spaces.
- ❖ The College requires all clinical trials to be registered in a public registry prior to submission. For more information, please reference the [official statement](#).
- ❖ All materials submitted for presentation at the 2020 ACNP Annual Meeting will be published in *NPP* and should be original and not previously published. Following publication authors may reuse their work with the sole requirements of full citation and link to the original publication online.
- ❖ Study Groups will be scheduled on the assumption that all participants agree to be available on all days of the Annual Meeting. Chairs of proposed sessions should verify that their participants will be available at all times throughout the meeting.
- ❖ A maximum of \$4,000 will be available to support travel for non-member participant and associate member expenses. No honoraria can be paid from these funds.
- ❖ **Non-member participants who received financial support for participation for the 2019 Annual Meeting are not eligible to receive financial support in 2020. Chairs must inform non-members of this policy.**

- ❖ Registration fees are waived for non-member participants and associate members, but they must still register for the meeting.
- ❖ Audiovisual equipment available for every study group: laptop, LCD projector, laser pointer, podium, and microphone.
- ❖ [Click here](#) for a sample abstract.