

SPONSORED SYMPOSIA GUIDELINES

Price: £11,500 (limited number available)

The BPNA membership welcomes educational sponsored symposia at its annual scientific meeting. Income from sponsored symposia contributes to funding the [AMR BPNA Research Training Fellowship](#).

The symposia sessions form part of the conference programme and are open to all attendees. Each session will be 45-minutes and are available on Wednesday, Thursday and Friday. All symposia sessions will take place in person.

The Application Process

Sponsored symposia are selected in a competitive process. The BPNA Research committee will select the symposia proposals that it considers to have the most educational value for attendees. The BPNA Research committee also scores and selects the conference abstracts.

Symposia must be of educational value and in accordance with the BPNA charitable aims. The programme must focus on an educational theme. Before writing your proposal, we would encourage you read the BPNA's charitable aims and our ethics, values and principles (available at <https://www.bpna.org.uk/?page=about-us>) to ensure your proposal meets these.

Please read the [BPNA Sponsorship Policy](#) in conjunction with these sponsored symposia guidelines.

Application submission instructions

1. **Firstly, please create a user account with BPNA using the below link:**
https://bpna.org.uk/bpna_reg.php

NOTE: If you are submitting on behalf of a pharmaceutical company, please create an account/login in your own name and company details. DO NOT CREATE AN ACCOUNT IN THE NAME OF ONE OF THE AUTHORS.

You will only need to create a user account once. You can submit as many abstracts and applications as you wish, using this registration ID.

If you have submitted an abstract previously or have booked to attend a previous BPNA conference, then you will already be a registered a user and the login details are the same. If you have forgotten your log-in details, use the 'forgotten password' link.

2. **Secondly, create your Oxford Abstracts Account:**

BPNA has recently partnered with Oxford Abstracts, a trusted 3rd party, to manage the submissions of Sponsored Symposia.

To sign up for an Oxford Abstracts account, you only need to register once, using the email address registered in your BPNA account.

1. Click on the below submission link:

SUBMIT SPONSORED SYMPOSIA APPLICATION

2. Select 'Sign up with email'

3. Enter your email address (this must match your BPNA account email address) and your name.

4. Create a password and check your inbox for a verification link to confirm your email.

5. After verification, you will be redirected straight to your chosen submission form.

Now, complete your symposia application

Step 1 of 4 | Abstract Title & Guidelines

- Sponsored Symposia Abstract Title*: Enter the title of your symposium in the text box (maximum 50 characters).
Formatting Rule: Capitalize only the first letter of the first word. Keep all other words lowercase unless they are acronyms, proper nouns, brand names, product names, or service names.
- Review the introductory guidelines on this page, noting that symposia sessions are 45 minutes long, scheduled across Wednesday, Thursday, and Friday, and are selected competitively based on educational value. Click Next to proceed.

Step 2 of 4 | Session Proposal Details

Complete symposia title and contact information sections

Step 3 of 4 | Session Proposal Details

Complete your sponsored symposia proposal details, as follows:

- Therapeutic area
- Your proposed timetable (note symposia sessions are 45 minutes).
Eg 5-minute Introduction by Prof Smith
10-min talk on diagnosis by Dr Jones followed by 5-min questions
10-min talk on treatment by Dr Green followed by 5-min questions
5-minute discussion
5-min rounding up and closing comments by Prof Smith
- Target audience (please indicate who this session is specifically aimed at. Paediatric

Neurologists, paediatricians with an interest in neurology and/or epilepsy, trainees, medical students and allied health professionals attend the BPNA conference).

- Learning aims (please provide maximum three key learning aims for your session).
- Chairs and Speakers (please provide the names, title, job title and affiliations for the speakers of your session). We understand at this stage that your speakers will not be confirmed however please give us an indication of who you are hoping to confirm if this submission is accepted.
- Abstract Text (Maximum 300 words) Do not include tables, graphics or references. Please note, if your symposia is selected this text will be used to promote your session on the app and website.

Step 4 of 4 | Recording Consent & Submission

- Session Recording Notice: Note that all sessions are intended to be recorded and live-streamed. If you do not wish for your session to be recorded, you must notify the committee in writing via email (abstracts@bpna.org.uk) after your abstract is accepted.
- Signature: Type or sign your name in the text box to formalize the submission.
- Signature Date: Click the calendar icon to select the current date.

*Once you have submitted your sponsored symposia, you can view or edit your application any time before the deadline date of the 7 September 2026 via the following link [Sponsored Symposia Submission](#)

Further information:

If you have any queries regarding your application, please do not hesitate to contact abstracts@bpna.org.uk telephone +44 (0)1204 526002.