**2024-2025 Follow-up form for the IEEE IAS**

**Distinguished Lecturer/Prominent Lecturer program**

This form should be completed by the invitee person and send to: Tamás Ruzsányi, IAS CMD DL & PL Program Chair, [tamas.ruzsanyi@ieee.org](mailto:tamas.ruzsanyi@ieee.org) within two weeks of the lecture tour. Without receiving his form, the expense report of the lecturer will not be processed.

1. **Invitee information:**Section:  
   Chapter:

Name of the requesting person

1. **Distinguished lecturer/Prominent lecturer**Name:

Title

1. **Lecture information**

Venue (Country, City):

Date:

Type of event (Chapter meeting, Technical seminar, etc.)

Title of lecture:

Duration:

1. **Number of participants**

IEEE members:

Non-IEEE members

1. **Short summary of the lecture**(Satisfaction, Interest, feedbacks, special questions, proposal for the future, etc. max 100 word / meeting)
2. **Signature of requesting person:**

1. **Photos** (photos are highly appreciated)