

An announcement of the 2025 Spring Annual Meeting of the Astronomical Society of Japan

The 2025 Spring Annual Meeting will be held at Mito city civic center (Mito-city, Ibaraki) from March 17 (Monday) to March 20 (Thursday) 2025.

※ For more information, please visit <https://www.asj.or.jp/en/activities/nenkai/>

Precautions for the event:

We would like to ask for cooperation from all participants in the following points.

- The 2025 Spring Annual Meeting will be held as a hybrid of on-site and online (best-effort) sessions so that participants from remote locations can attend.
- We will use a QR-code system to quickly identify who comes in. Please bring the code with you when entering the venue. The QR code information is included in an email sent once your payment is confirmed by us.

(1) Participation fee, Presentation fee, and price of annual meeting proceedings

Please note that the membership fee has been revised, which is effective from the fiscal year 2022. Fees for presentation and participation have also been revised as part of this change. Importantly, the participation fee is no longer exempted even for presenters who give presentations. The revised fees are summarized in the following table:

• Price List

Item	ASJ Member	Non ASJ member	Remarks
Participation fee	Student (Full Member): 2,000 yen General (Full Member): 5,000 yen Associate Member: 5,000 yen (non-taxable)	5,000 yen (consumption tax included)	Registration for participation is required
Presentation fee	2,000 yen (non-taxable)	-	- Per one presentation - Registration for participation and payment of the participation fee are also required
Annual meeting proceedings	2,000 yen (consumption tax included)	2,000 yen (consumption tax included)	

- ※ If the payment is not made during the specified period, the presentation fee becomes 3,000 yen (non-taxable) for members.
- ※ You will be able to download your receipt from the link provided in your payment confirmation email.
- ※ Presentation fees and Participation fee will not be refunded. Please make sure that you don't make multiple payments by mistake.

Certification of Participation

- On-site participants: The name tag you will receive at the reception desk will be used as a certification of your participation.
- Remote participants: Please request it at the time of registration. The certificate will be sent to you by email after the meeting.
- ※ To request a certificate for presentation (not participation) , please send an email to nenkai@asj.or.jp.

Purchase of Proceedings Book

- The proceedings book (in paper media) will be sent before the meeting to those who paid the fee with membership fee.
 - Those who wish to purchase the proceedings can pay additional 2,000 yen to the registration fees for presentation (presenters) or participation (audience). The proceedings book will be delivered by postal mail.
- Payment period:
 - Presentation fee : November 26 (Tue), noon to December 10 (Tue), noon, 2024.
 - ※ Presenters must pay both the Presentation fee and the Participation fee within the payment period for the presentation fee.
 - Participation fee : February 6 (Thu), noon to March 20 (Thu), noon, 2025
 - ※ Information on how to make a registration will be posted on the website (<https://www.asj.or.jp/en/activities/nenkai/>).
 - ※ Whenever possible, please register for participation prior to March 17. Registration will be available at the venue, but only credit card payment is accepted.
 - Method of payment:
 - **Only payment by credit card is available.** (Accept only VISA, MasterCard, JCB, AMEX, DINERS.)
 - ※ The URL for the payment is included in the automatic reply email of your application.
 - ※ Please settle payments during the payment period.
 - ※ We are using a credit card transactional service (Stripe).
 - ※ For those who have difficulty paying via credit card, please complete payment within the payment period via bank transfer, registered mail.
 - Bank transfer
 - Bank name: Bank of Mitsubishi UFJ
 - Branch name: Mitaka branch
 - Account number: Savings account 4434400
 - Account holder name: Shadanhoujin Nihon Tenmon Gakkai
 - ※ When paying, please write your membership number (or membership application number for those applying for membership) before your name.

(2) Summary of the period of acceptance

From the 2016 Autumn Annual Meeting, presentations at regular sessions are limited to members. Non-members need to apply for a Society membership before applying to present at the meeting. Please refer to our web page for more information.

Item	Period of acceptance/ Deadline (Japan Standard Time)	Related Item
Abstract submission (email)	November 26 (Tuesday), 2024, noon – December 3 (Tuesday), 2024, noon	(3), (4), and (5)
Presentation fee payment period	November 26 (Tuesday), 2024, noon – December 10 (Tuesday), 2024, noon	(1)
Registration and Participation fee payment period	February 6 (Thursday), 2025, noon – March 20 (Thursday), 2025, noon	(1)
Order designation of multiple presentations	By no later than December 10 (Tuesday), 2024, noon	(6)
Post-deadline paper	By no later than March 4 (Tuesday), 2025, noon	(7)
Latest information corner	By no later than March 4 (Tuesday), 2025, noon	(8)
Changes to presentations	Contact the Annual Meeting Executive Committee as soon as possible	(9)
Plenary Forum Recommendation of presenters for invited	By no later than November 26 (Tuesday), 2024, noon	(10)
Exhibition booth for full members	By no later than November 26 (Tuesday), 2024, noon	(11)
Partial subsidy for travel expenses	By no later than December 3 (Tuesday), 2024	(12)
Various meeting applications	By no later than December 10 (Tuesday), 2024, noon	(13)
Application for childcare	By no later than February 18 (Tuesday), 2025, noon	(14)
Application for the banquet	By no later than February 26 (Wednesday), 2025	(15)

(3) Fields of presentations in regular sessions and Announcement of Proposed Session

- Presentations come from the following 16 fields:
M. Sun, N. Stars and Stellar Evolution, P1. Formation of Stars and Planets (Star Formation), P2. Formation of Stars and Planets (Protoplanetary disks), P3. Formation of Stars and Planets (Planetary Systems), Q. Interstellar Phenomena, R. Galaxies, S. Active Galactic Nuclei, T. Clusters of galaxies, U. Cosmology, V1. Instrumentation (Radio), V2. Instrumentation (Optical and Infrared, Gravitational Wave, and Others) , V3. Instrumentation (X-Ray and Gamma-Ray), W. Compact Objects, X. Galaxy Formation and Evolution, Y. Education, Public Outreach, and Misc.
- No Proposed Sessions will be held during this spring annual meeting.

(4) Types of presentations

- There will be three types of presentations:
 - (a) oral presentation (oral presentation for 9 minutes and question/answer for 3 minutes)

(b) poster presentation with oral presentation (poster and 3min oral presentation)

(c) poster presentation without oral presentation (poster only)

The presentation time may be changed according to the number of presentations.

- Each speaker may present a maximum of three presentations. Only one type (a) presentation is accepted per person, and the third presentation must be the type (c) (poster only).
- We expect you to give your presentation on-site, but online presentations will be accepted (on a best-effort basis). To reduce the burden on the meeting's operations, please give your presentation on-site unless you have a special reason, such as childcare or nursing care.
- Poster presentations (b, c) will be physically displayed at the venue. Digital files for posters are also collected and posted to the web site for remote participants. There will be opportunities for communication such as Slack. We will announce the latest information on the meeting website.

(5) Application process for presentation (email)

- Details will be available on the annual meeting web page. Please read the instructions carefully.
 - ※ Application by postal mail is no longer acceptable (ended in 2016).
 - ※ The deadline for **abstract submission** is Tuesday, December 3, 2024, 12:00 JST.
 - ※ This is a strict deadline : any applications submitted after the deadline are to be rejected. Please allow sufficient time for your submission. Abstract submission using email tends to suffer from network or computer troubles. We suggest that you submit your abstract by the evening of the day before the due date.
 - ※ The quality of the presentations should be high enough to present. Please make effective use of the space in the proceedings, avoiding too short a description. The abstract should be appealing to a wide range of audience with various interests. Please make sure the following instructions; (i) provide sufficient background explanation, and (ii) include concrete descriptions of your research contents, results, and discussions.
 - ※ The proceedings are distributed before the annual meeting, and will be issued on February 20, 2025. The contents will be made public on the web page at the time of publication. The news media may pick up your presentation content after it is published.
Please be careful when presenting unpublished results or information related to patents, etc.
 - ※ The presenter is not necessarily the first author of the work. The presenter must pay the registration fee.
 - ※ Please use the following PASJ keyword list in filling the “keyword” in the abstract for fields M to X (i.e. except for field Y).
URL https://academic.oup.com/pasj/pages/Pasj_Keywords

(6) Order designation of multiple presentations

- If you would like to give multiple presentations in a group with a specified order, please apply from the web form on the annual meeting website by the application deadline.
- We cannot accept any requests for specific presentation dates and times.
- Type (b) presentations will be scheduled at the end of each session (two-hour). If you include two types of presentations, please put type (b) last. Please understand in advance that we may not meet all of your requests.

(7) Post-Deadline Paper (PDL)

- PDL is a system that accepts presentations even after deadlines for regular applications have passed. These presentations must be on urgent topics. You need a clear reason why you cannot wait until the next annual meeting, which will occur in about six months.
- Please contact the Annual Meeting Executive Committee and clearly explain the reasons for applying for a post-deadline presentation.
- The Executive Committee will judge whether the application should be accepted. Please note

that the acceptance criteria are considerably more stringent than for regular applications.

- Please contact the Annual Meeting Executive Committee for more information on how to present at the PDL.
- Please consult with the Annual Meeting Executive Committee for applications after the PDL acceptance period.
- In principle, all the presentations, including post dead-line paper, should be presented by ASJ members; non-ASJ members are not allowed to show post-deadline presentations. Processing a membership application in addition to evaluation of the PDL application will take a while. If you plan to submit a PDL, please first contact the Annual Meeting Executive Committee.

(8) Latest information corner

- We will set up a corner at the meeting to post the latest information. It is not possible to present at the Annual Meeting, and work will not appear in the proceedings. Contributions, which have low urgency, will not be accepted.
- Please submit an outline of the bulletin and information on a poster to the Annual Meeting Executive Committee in advance.
- There is limited space in the information corner, so applications may not be accepted.

(9) Cancellation or change of presentation

- Presentations should not be cancelled without approval from the Annual Meeting Executive Committee. Presentation speakers, titles, authors, and content should also not be changed without permission from the committee.
- Co-authors should agree to changes or cancellation. The first author should make the request to cancel or change a presentation and provide reasons why the cancellation or changes are necessary via the web form on the Annual Meeting website. Please try to set up a substitute presenter to avoid cancelling. However, a substitute presenter must be a full or associate member of the Society.
- Registration fees will not be refunded if a presentation is cancelled.
- The first author and the presenter can be defined separately in your submission.
- The first author appears at the top of the author list of the proceedings, and the presenter at the time of application can be identified in the annual meeting program.

(10) Plenary Forum · Special presentation · Invited presentation

- You can propose a Plenary Forum on subjects that many members are interested in. In addition, we may ask a special speaker to participate in a special presentation and an invited presentation on themes of interest to our members if we can secure the appropriate amounts of time for these activities.
- If you would like to propose a Plenary Forum, please contact the Annual Meeting Executive Committee.

(11) Exhibition booth for full members

- We will set up a space for exhibition booths for full members. If you wish to display an exhibit, please indicate the name of the booth/purpose/facilitators (more than three full members) and submit it to the Annual Meeting Executive Committee by the due date. The area of one section is 2 × 2 m to 3 × 3 m (depending on the circumstances of the venue). The participation fee will be 50,000 yen. Please note that we may not be able to accommodate all requests if we have several applications.
- Please note that the exhibition booths will be cancelled if the meeting is switched to a fully-online form.
- Booth information for supporting members will be mailed.

(12) Partial subsidy for travel expenses

- Astronomical Society of Japan has offered financial support of part of travel expenses for full student members who attend the annual meeting on venue. If you wish to apply for this subsidy, please visit the following URL: https://www.asj.or.jp/jp/activities/expenses/travel_grant/.

(13) Various meetings at the annual meeting

- If you would like to use the lecture rooms for meetings, etc., please apply through the annual meeting webpage. Rooms are available upon approval by the Annual Meeting Executive Committee. The meetings can only be held during lunch breaks at the annual meeting. We do not provide support for equipment including projectors. Please note that preparations for afternoon sessions will take place in parallel and the number of rooms is limited.

(14) Childcare during the annual meeting

- We plan to set up a childcare room. Details will be posted on the Annual Meeting web page. If you have any questions, please contact the Annual Meeting Executive Committee via email (nenkai-hoiku@asj.or.jp).

(15) Banquet

- The banquet is scheduled to be held on the evening of Wednesday, March 19, 2025, the third day of the annual meeting, at Mito city civic center.
- The admission fee is 6,000 yen for both members and non-members and 4,000 yen for students if reservations are made by the registration deadline of February 26 (Wednesday), 2025. The fee is 7,000 yen for members and non-members and 5,000 yen for students, for those without prior reservations.
- For more information, please visit the web page which will be circulated on tennet later or <https://www.asj.or.jp/en/activities/nenkai/>.

(16) Contact information

◆ Annual Meeting Executive Committee email: nenkai-committee@asj.or.jp
Chair, Bunyo Hatsukade (Director of the Annual Meeting Executive Committee, NAOJ)
Phone: 0422-34-3759

◆ Annual Meeting Section, Reina Taguchitani (Astronomical Society of Japan)
2-21-1 Osawa, Mitaka-shi, Tokyo 181-8588 National Astronomical Observatory
email: nenkai@asj.or.jp
Phone: 0422-31-5488 FAX: 0422-31-5487

◆ Local Organizing Committee email: nenkai-2025s@ml.ibaraki.ac.jp
Chair, Satoshi Nozawa (Director of the Annual Meeting Executive Committee, Ibaraki University)
College of Science, Ibaraki University, 2-1-1 Bunkyo, Mito, Ibaraki, 310-8512
Phone: 029-228-8370

Local contact information during the annual meeting (March 17 -20, 2025) will be posted in the program and proceedings.

Webpage for the Annual Meeting <https://www.asj.or.jp/en/activities/nenkai/>

Bunyo Hatsukade (Chair of the Annual Meeting Executive Committee)