Congratulations!

The winners of the IEEE Region 5 (enter Area) student poster competition are:

1st.

2nd.

3rd.

There are several critical actions each of you must take.

1. Fill out the attached IRS form W9 (non-US citizens fill out IRS W8 form). Details on providing this form to the Region 5 treasurer ([treasurer@ieeer5.org](mailto:treasurer@ieeer5.org)) will be provided. Award checks cannot be issued until the treasurer receives your IRS form.
2. Register by midnight (MDT), April 8, 2023, to attend the Region 5 student poster competition in Denver on April 22, 2023.
3. Register at the Hyatt Regency Aurora-Denver Conference Center. One room per winning poster will be reimbursed.
4. Make least cost travel arrangements. All actual and reasonable expenses (including mileage, parking, airfare, hotel and meals during travel) for your participation in the student poster competition are fully reimbursable by IEEE. Retain all receipts and documents. File an IEEE expense account form online through IEEE Concur after the competition for reimbursement.
5. NOTE: Co-authors may attend. However, IEEE will reimburse the travel expenses of **only** **the presenter per poster**.
6. You must present your poster in person to qualify for a Regional prize.
7. Review the IEEE Region 5 website and read the IEEE travel reimbursement policy and procedure. To claim your travel reimbursement, you must fill out an IEEE Expense Report using IEEE Concur. Directions for establishing an IEEE Concur account and filing your expense report can be found at: [https://corporate.ieee.org/resources/travel,-medical-and-insurance/ieee-expense-report.](https://corporate.ieee.org/resources/travel,-medical-and-insurance/ieee-expense-report)
8. Students who have "pending" IEEE student memberships must have proof of student member status prior to competing for the Regional awards.
9. You may edit your poster/presentation slides and are required to email either the existing versions or the modified versions of your poster/presentation slides in PDF or PowerPoint format to the Region Contest Chair Neill Kefauver at [posters@r5conferences.org](mailto:posters@r5conferences.org) by the deadline date of March 25, 2023.

[W-8 Form](https://www.irs.gov/pub/irs-pdf/fw8ben.pdf)

[W-9 Form](https://www.irs.gov/pub/irs-pdf/fw9.pdf)

Contact your Area Chair with further questions.

North Area Chair – Maciej J. Zawodniok, [mjzx9c@mst.edu](mailto:mjzx9c@mst.edu)

South Area Chair – Christopher B. Sanderson, christopher.b.sanderson@ieee.org

East Area Chair – Hunter J. Boudreaux, [hunter.boudreaux@gmail.com](mailto:hunter.boudreaux@gmail.com)

West Area Chair – Faye Kann, [faye.kann@midco.net](mailto:faye.kann@midco.net)