



AGA policy on endorsement of activities with other organizations

The AGA Institute is asked to endorse educational programs planned and implemented by external organizations, some of which offer *AMA PRA Category 1 Credit*[™]. The AGA Institute's participation in these activities includes endorsement of an independent program, including but not limited to: live courses, enduring materials and online educational activities. This policy sets forth the conditions under which the AGA Institute's name and logo can be used in conjunction with another organization's educational programs.

Intent

AGA Institute will only endorse educational programs which foster our mission to advance the science and practice of gastroenterology.

Criteria and eligibility for endorsement

Programs developed by external organizations must meet all AGA Institute program endorsement criteria to be eligible for endorsement. Fulfillment of criteria and program endorsement approval is at the discretion of AGA.

Program endorsement criteria

- Application form – General program information
 - Date of request
 - Program name, sponsoring organization, date(s), and location
 - Requestor name and contact information
 - Continuing medical education information
 - Program description, target audience, faculty and description of AGA member involvement
 - Industry support: potential and guaranteed
 - Support of the AGA mission
 - Commitment to diversity
 - Education program website or webpage
- Supplemental materials for application (required)
 - Draft marketing materials
 - Invited faculty
 - Potential industry support

Application and review process

An organization requesting AGA Institute endorsement of an educational program must complete the AGA Institute Program Endorsement application. All decisions are made at the discretion of AGA. Previous endorsement of a program does not guarantee future endorsement. Under certain circumstances, endorsement applications may be appealed or escalated for consideration. These requests will be evaluated individually as they arise at the discretion of the reviewing committees.

Deadlines for applications

Requests must be submitted at least four months prior to the proposed meeting or release date. These deadlines are created to permit adequate time for review and approval. Changes to deadlines are at the discretion of AGA.

Application requirements

AGA program endorsement application requirements include:

- Completed application
- Supplemental materials
- Payment of endorsement fee

Endorsement fee

The fee for AGA Institute program endorsement is \$2,500. This fee will be waived for programs by non-profit organizations without commercial support. If a program is receiving support from a commercial funder, the fee will be required.

Notification of approval

Programs will receive notification from the AGA Education department pending approval. Any stipulations made by AGA will also be sent at this time. If approved for endorsement, programs may use “*Endorsed by the AGA Institute,*” accompanied by the AGA Institute logo for education program marketing. All marketing materials must be approved by the AGA Marketing department prior to publication or print.

The AGA Institute will provide publicity through AGA University agau.gastro.org for programs that are endorsed by the AGA Institute.

Terms and conditions

- The AGA Institute reserves the right to decline any request to use the AGA Institute name and/or logo on educational materials of other organizations without comment.
- The AGA Institute will regularly review and/or modify this policy according to the necessities imposed by internal and external concerns and/or factors.
- The names, logos, and acronyms of the AGA Institute are the exclusive property of and trademarked by AGA. They may not be used in any way, for any purpose or at any time (including but not limited to announcements, invitations, e-mails, Web publications, etc.) without the expressed written permission and approval of the AGA Institute prior to publication or printing.
- The AGA Institute logo must be used as provided.