



## **The ROYAL COLLEGE of OPHTHALMOLOGISTS**

### **RCOphth Annual Congress 2026 Instructions for submitting session proposal**

The 2026 RCOphth Annual Congress will take place from Monday 18 May to Thursday 21 May 2026 at Manchester Central. It is the College's intention to run a fully in person meeting.

**The deadline for completed submissions is 23.59 on 1 October 2025. Late submissions will not be accepted. Please note sessions are likely to be recorded and available on demand after the meeting.**

#### **Submission process**

Once logged in you will need to choose a subspeciality, if the proposed session covers more than one, please select the Multi-disciplinary category. If the session is not related to a specific subspeciality e.g. wellbeing, please select the General category.

NB Please note, the submission system will ask for the "author", this is just your own details.

- Proposers can submit up to two submissions;
- Sessions should not feature a solo speaker;
- As a guide a 60 minute session should have no more than four speakers and for a 90 minute session no more than six speakers.

#### **Submission format**

Please note the maximum word count for the submission is 650 words.

##### **1) Title**

Please provide a title for the session (max 160 characters).

##### **2) Synopsis**

Please provide a succinct overview of the proposed session e.g. what topics will be covered. This will be used on the website as the key information about the session;

##### **3) Aims and objectives**

Please provide details of the aims and objectives of the session and include what delegates will learn from attending. Please also indicate why the proposal should be

included in the Congress programme. Please also indicate if you have chaired this topic at another conference;

**4) Programme**

It is the College's intention to have all the session programmes available on the website from when registration opens in February 2026. Please provide details of topics to be covered and proposed speakers (please indicate if they have agreed to speak);

**5) Length of session & preferred date**

Sessions are 60 or 90 minutes long. Please also indicate if you have a preferred date or time for the session.

**Diversity & Inclusion**

One of the College's values is Inclusion, where we *actively welcoming a diversity of experiences and perspectives*. Please bear in mind diversity of gender, ethnicity, background and role in selecting speakers for your session.

**What the College is looking for:**

- Topics should either be a) a new and emerging field or area within eye care or b) established field or area with a fresh and innovative perspective offering something new to the field of ophthalmology eg new research, an innovation in treatment or interesting and relevant case discussion;
- Sessions should feature important work that is relevant and moves forward the understanding of ophthalmic clinical practice or ophthalmic conditions;
- The session should be original and not a repetition of another session held at another conference. Sessions will have a greater chance of success if they have not been run before;
- Diversity of speakers, we welcome proposals that have diverse range of speakers. Sessions with more diversity have a greater chance of acceptance;
- Please ensure proposals have a degree of interactivity i.e. discussion, debates etc.

**Timeline**

1 October 2025	Submission deadline
10 November 2025	Applicants notified of results
15 December 2026	Deadline for final programmes (please note final programmes received after this date will be removed from the programme)

**Any questions?**

If you have any questions, please contact [julie.hodgkinson@rcophth.ac.uk](mailto:julie.hodgkinson@rcophth.ac.uk)