

Pakistan Olympic Association

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SECRETARY GENERAL

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POA-231/MEMOS/014

29 April 2025

The Secretary General / Directors
National Sports Federations /
Provincial Olympic / Regional Associations /
Services and Departments
Affiliated with POA

MEMOS XXVIII – EXECUTIVE MASTERS IN SPORTS ORGANIZATION MANAGEMENT (AUGUST 2025 – SEPTEMBER 2026)

Dear Madam/ Sir,

1. We are pleased to inform that the IOC Olympic Solidarity has once again invited NOC Pakistan to submit applications for the International Executive Training Course in Sports Management Program (MEMOS XXVIII 2025–2026). This prestigious program is designed to assist professionals working in national or international sports bodies to develop the knowledge and skills required to better manage their organizations. Copies of the MEMOS Brochure, Program Overview Leaflet, and Code of Conduct are **attached** for your kind information, please.

2. MEMOS is a comprehensive executive master's program comprising a combination of online sessions and four face-to-face residential sessions as outlined below. It enables participants to directly apply newly acquired knowledge within their organizations. Full participation in all sessions is mandatory. The schedule is as follows:

- Mid-August 2025: Online Session (pre-module work)
- 31 August – 10 September 2025: Lausanne, Switzerland (Modules 1 & 2)
- December 2025: Online Session
- 11 – 19 January 2026: Hammamet, Tunisia (Module 3)
- April 2026: Online Session
- 3 – 13 May 2026: Bucharest, Romania (Modules 4 & 5)
- 8 – 12 September 2026: Olympia, Greece (Project Defense and Graduation)

3. Eligibility of the MEMOS XXVIII as under:

- Hold a relevant university degree or demonstrate equivalent professional experience as judged by the MEMOS selection committee.
- Possess significant management experience in a sports organization.
- Demonstrate a strong commitment to continue contributing to your organization and the national sports system.
- Have excellent written and spoken command of English.
- Propose a management-related research project aligned with the needs of your organization.

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4. Olympic Solidarity covers the tuition fee and provides a participation subsidy for admitted candidates who are supported by their NOC (National Olympic Committee) and who have been selected to receive an Olympic Solidarity MEMOS Scholarship.
5. The tuition fee is 7,500 USD, plus travel and accommodation expenses for the four Modules. The accommodation costs are kept to a minimum by lodging the participants, Module leaders, and tutors as a group in each city. These costs can be covered partly by the participant's sport organisations (scholarships, reimbursement, continuing education schemes, etc.).
6. In view of the foregoing, you are invited to nominate a suitable candidate for MEMOS XXVIII and send the following documents by or before **15 May 2025**:
 - Completed MEMOS Candidature Form (copy **attached**)
 - Detailed Curriculum Vitae.
 - Letter of support from the candidate's sport organization.
 - Digital passport-size photograph.
 - Copy of the valid passport.
 - Copies of all educational transcripts and work experience certificates.
7. Shortlisted candidates will be interviewed before final selection.

Thank you for your cooperation and continued support in strengthening the capacity of sports organizations in Pakistan.

Best regards,

Muhammad Khalid Mahmood

Secretary General

Pakistan Olympic Association

Copy to:

- Mr. Arif Saeed, President Pakistan Olympic Association.
- Mr. Muhammad Abubakar Ali, Manager M&M POA for uploading on POA Website.
- Master File.