

National Tsing Hua University Subsidy Guidelines for Students Attending International Academic Conferences

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Amended and approved at the Global Affairs Meeting on January 13, 2024

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1. These guidelines are established to encourage NTHU students to attend international academic conferences abroad and present their papers.

2. Eligibility:

- (1) Doctoral students may receive the subsidy up to two times during their study period.
- (2) Master's students may receive the subsidy up to once during their study period.
- (3) Undergraduate students may receive the subsidy up to once during their study period.

The applicant's accepted submission must be affiliated with National Tsing Hua University (NTHU).

3. Applicants must first apply for funding from NSTC or other government agencies or foundations. If not approved or only partially funded, they may then apply through Office of Global Affairs (OGA) under these guidelines.

4. Application procedures are subject to announcements by the Office of Global Affairs (OGA).

5. Subsidized Items:

- (1) Round-trip airfare: Subsidy covers economy-class tickets for the most direct route from Taiwan to the conference location, using a fixed maximum amount.
- (2) Conference registration fee: Excludes additional charges such as proceedings, membership fees, or meals.
- (3) Living expenses: 50% of the standard per diem during the conference period, plus 1.3 days for travel.

All expenses are to be paid in advance by the applicant and reimbursed later upon approval.

6. Living expenses are calculated according to Amount Table of Foreign Per Diem Allowance of Central Government Agency.

7. Review Guidelines:

- (1) Each paper, regardless of the number of co-authors, may be subsidized for only one student to present.
- (2) If multiple students apply for the same conference, the number of subsidies may be limited. As a general rule, no more than three students will be subsidized for regular conferences. For major international conferences, the number of subsidies may be increased appropriately, depending on the nature, scale, and significance of the event.
- (3) Each applicant may receive a subsidy for one paper only for the same conference.
- (4) If partial funding is received from other sources, NTHU will provide additional subsidy only up to the approved maximum limit.
- (5) Due to funding restrictions, subsidies will not be granted under the following circumstances:
 - A. Students holding nationality from Mainland China, Hong Kong, or Macau.
 - B. Students enrolled in NTHU's College of Semiconductor.
 - C. International conferences held in Mainland China, Hong Kong, or Macau
8. Reimbursement: Reimbursement procedures shall follow the announcements and regulations issued by the Office of Global Affairs.
9. These guidelines shall take effect upon approval by the NTHU Global Affairs Meeting and the University President. The same applies to future revisions.