

(The following English version of the directions are provided for reference only. In case of any discrepancies in meaning, the Chinese version shall prevail.)

Thematic Research Project WWW Online Application Directions

1. This application is applicable to Microsoft Edge and Google Chrome browsers, but it is recommended to use Microsoft Edge version 120 or above or Google Chrome version 120.
Reference URL: <https://www.nstc.gov.tw>.
2. This system provides online applications of research projects, including data input of required forms (such as: A001, A004, CM01, CM02, CM06, WRITINGS..., etc.) and uploading of required forms (such as: CM03, CM302 file...etc.); please check and fill in or upload other additional forms according to the requirement of the project application.
3. Applicants need to apply for a NSTC account and password to use the online application system. How to obtain a NSTC account and password: Please go to the NSTC [Academic Research Service Portal](#) (學術研發服務網), click "New Registration", answer the applicant's basic information and click "Next":
 - (1) If there is application information of the applicant in the system, it will prompt: Please use the "忘記帳號密碼 (Forgot account password)" to retrieve a forgotten password.
 - (2) If there is no application information of the applicant in the system, the applicant needs to confirm the application qualification, upload certificates and answer detailed personal information. Within one working day of receiving this application, the NSTC will verify the applicant's identity and send an email notifying the assigned account and password.
4. How to retrieve a forgotten password: Please go to the NSTC [Academic Research Service Portal](#) (學術研發服務網), click "忘記帳號密碼 (Forgot account password)", and answer the applicant's basic information and click "Next", and then the system shall provide the account number (NSTC Account) and prompts the first and last digits of the original password.
5. Please login to the NSTC [Academic Research Service Portal](#) (學術研發服務網), select "Researcher/Student" category as the identity, select the "Thematic Project (專題計畫)" category under "Application Item (申辦項目)" on the left, click "Thematic Project Research Project (專題研究計畫)" to enter the "Thematic Research Project Online Application System (專題研究計畫線上申請系統)", and click "New Application (新增申請案)" to add an application on the upper left, click the category of the thematic project you want to apply for, confirm your basic personal information and start filling in the contents of the project.
6. After the application is completed, click "Application View (申請書檢視)" to list all the forms and relevant attachments that have been uploaded. After the applicant confirms that they are correct, click "Next (Submit)". Once the project is clicked "Submit", all application materials will be automatically sent to the applicant organization. At this time, the applicant can no longer make any modifications unless the person in charge in the applicant organization clicks the "Return" button online, and the applicant can then enter the system to modify the proposal. After the modification is completed, the application form must be reprinted and click "Submit" to the applicant organization.
7. After the applicant has completed uploading all application materials, and after reviewed by the person in charge in the applicant institution, the applicant's thematic research project application can be submitted online through the "Application Project Online Compilation Operation (申請計畫線上彙整作業)" of the applicant institution along with the relevant application materials.
8. **To avoid network congestion, applicants are requested to apply online before the deadline specified by the NSTC.**

專題研究計畫 WWW 線上申請作業使用注意事項

1. 本作業適用於Microsoft Edge與Google Chrome之瀏覽器，惟建議使用Microsoft Edge 120 版本以上或 Google Chrome 120 版本之瀏覽器，本會網址：<https://www.nstc.gov.tw>。
2. 本系統提供專題研究計畫申請書之線上製作作業，包括必填表格資料輸入(如：A001、A004、CM01、CM02、CM06、WRITINGS...等)與必填表格上傳(如：CM03、CM302檔案...等)；其餘額外表格請依您申請計畫所需自行勾選並填寫或上傳。
3. 申請人需有本會學術研發服務網帳號(NSTC Account)及密碼>Password)，方能使用線上申請系統。帳號(NSTC Account)及密碼>Password)的取得方式：請至本會首頁「登入學術研發服務網」，點選「新人註冊」，輸入申請人基本資料後按「下一步」：
 - (1)若系統已有該申請人資料，則提示：請使用忘記帳密功能查詢。
 - (2)若系統內無申請人資料，需確認申請資格、上傳證明文件並輸入個人詳細基本資料後，由本會專責人員於1個工作日審核並將結果寄至您的信箱，於信中提供學術研發服務網帳號(NSTC Account)與密碼>Password)。
4. 若申請人忘記帳號(NSTC Account)及密碼>Password)時，請至本會首頁「登入學術研發服務網」，點選「忘記帳密」，輸入申請人基本資料後點選「下一步」，系統提供帳號(NSTC Account)及提示原密碼之首尾碼。
5. 請至本會首頁「登入學術研發服務網」，身份選擇「研究人員(含學生)」，輸入申請人之帳號(NSTC Account)及密碼>Password)。進入「學術研發服務網」於左側「申辦項目」項下選取「專題計畫」類別，點選「專題研究計畫」進入「專題研究計畫線上申請系統」，按左上方【新增申請案】點選欲申請之專題計畫類別，確認個人基本資料後開始填寫計畫。
6. 申請書製作完畢後，按「申請書檢視」會列出所有已完成登錄及上傳的表格與相關附件，經申請人確認無誤後按「下一步(繳交送出)」。該筆計畫一旦按「繳交送出」後，所有資料會自動傳送至申請機構，此時申請人即無法再作任何修改，除非請申請機構之彙整人員在電腦上按「退件」鈕，申請人方得再進入本系統修改該筆計畫。修改完畢後必須再重新列印申請表並按「繳交送出」至申請機構。
7. 申請人將所有申請資料完成登錄及上傳，經申請機構彙整人員審核無誤後即可透過申請機關「申請計畫線上彙整作業」將申請人之專題研究計畫申請案線上製作所產生之相關資料傳送至本會，方完成專題研究計畫申請作業。
8. 為避免網路交通擁塞，請申請人於申請機構或本會規定之期限前提早上線使用。