

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

National Tsing Hua University's Grants for Teachers and Researchers to Attend International Academic Activities and Obtain Rights to Host International Conferences

How to Apply?

1. Applicants should provide the following required documents to the Office of Research and Development, National Tsing Hua University (hereafter referred to as "NTHU") prior to the date of the conference or exhibition:
 - (1) An application form
 - (2) A conference or exhibition agenda
 - (3) An official acceptance letter, an official invitation for an international conference, an official invitation letter for an exhibition or promotional documents
 - (4) A document concerning the content of the paper to be presented, a proposal to obtain the right to host an international conference or an exhibition plan
2. In principle each application is limited to one grant in the same fiscal year.
3. Applicants should present papers that indicate their National Tsing Hua University affiliation. In the case of papers with multiple authors, only one author can be granted.
4. Items of Grants: (Applicants getting grants should pay for the expenses first and receive reimbursement according to receipts after the conclusion of the conference or exhibition.)
 - (1) Round-trip tickets: in general the economy-class tickets with the most direct path to the destination
 - (2) Conference or exhibition registration fees
 - (3) Living expenses per diem during the international conference (exhibition)

Reimbursement

The report of conference attendance should be submitted to the "NTHU Academic Information System (「[校務資訊系統](#)」)/ Going Abroad Report Submission". The report should be open to all the NTHU's faculties and students for reference. All supporting documents and receipts should be submitted to the department/institute office and sent to the Office of Research and Development for verification.

Remark

The application procedures under the Guidelines:

Department/Institute/Center → College → Office of Personnel

→ Office of Research and Development → Office of the President

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