

Regulations for Subsidizing Students of I-Shou University to Present Research Papers at International Academic Conferences Overseas

Adopted on January 4, 2000

Amendments adopted on December 16, 2002

Amendments to the Regulations promulgated with the consent from the President dated January 28, 2013

Amendments to the Appendix promulgated with the consent from the President dated June 28, 2013

Amendments to Articles 6 and 7 promulgated with the consent from the President dated July 28, 2014

Amendments to Articles 1 and 3-9 and the Appendix adopted by the University Administration Council on June 19, 2019, and promulgated with the consent from the President dated July 10, 2019

Amendments to Articles 1 and 4-8 adopted by the University Administration Council on November 18, 2020, and promulgated with the consent from the President dated November 26, 2020

Amendments to Articles 1, 2, 4-6, and 8 and the title of the Regulations adopted by the University Administration Council on May 17, 2023, and promulgated with the consent from the President dated May 25, 2023

- Article 1 The Regulations for Subsidizing Students of I-Shou University to Present Research Papers at International Academic Conferences Overseas (hereinafter referred to as “the Regulations”) are made by I-Shou University (hereinafter referred to as “the University”) with the aim of improving the international visibility and R & D performance of the University, encouraging its students to present research papers at international academic conferences overseas (hereinafter referred to as “international conferences”), promoting professionalism and technological applications, raising the academic status of the University, and promoting international exchanges.
- Article 2 The Regulations are applicable to currently enrolled students in bachelor's degree, master's, and doctoral programs of the University.

Article 3 The source of funding is the annual budget of the Office of Research and Development. The use and reimbursement of the approved budget shall be subject to the applicable regulations and rules regarding the use of budgets as well as other accounting rules. The University may not grant any subsidies if no budget is in place.

Article 4 Applicants shall file an application to the Academic Development Section of the Office of Research and Development (hereinafter referred to as “the Section”) at least two weeks prior to the date of the international conference along with the following documents, and late application will not be considered:

1. a submitted application form for taking leave;
2. a completed Application Form for Subsidies for Students to Present Research Papers at International Academic Conferences Overseas (see the Appendix);
3. a photocopy of the official invitation to the international conference the applicant intends to attend or the letter of acceptance for the paper to be presented;
4. the abstract or the full text of the paper to be presented (the applicant shall be one of the authors);
5. the conference agenda;
6. a photocopy of the Call for Papers announcement and the printed screenshot of the website of the international conference; and
7. the proof showing that the international conference meets the requirements mentioned in Article 2 and Paragraph 1 of Article 3 of the Regulations for Subsidizing Full-time Faculty Members of I-Shou University to Attend International Conferences and Take Part in International Competitions.

Article 5 The Regulations are only applicable to international conferences that meet the requirements stated in Articles 2 and 3 of the Regulations for Subsidizing Full-time Faculty Members of I-Shou University to Attend International Conferences and Take Part in International Competitions, and the subsidies shall be calculated and granted in accordance with Articles 6 and 7 of the Regulations for Subsidizing Full-time Faculty Members of I-Shou University to Attend International Conferences and Take Part in International Competitions unless otherwise stipulated herein.

Article 6 If an applicant has received grants from the Ministry of Education, the National Science and Technology Council, or other organizations for attending the same offline international conference, the University will grant subsidies in accordance with the following rules:

1. If he/she has received a full subsidy, the University will grant a maximum subsidy equal to 10% of the subsidy calculated in accordance with the preceding article.

2. If he/she has received a partial subsidy, the University will grant a subsidy equal to the difference between the subsidy mentioned in the preceding article and the subsidy from outside the University.

Applicants shall present proof of receiving subsidies from any of the aforesaid organizations upon application.

Article 7 Applicants who apply for subsidies under the Regulations shall, within one month of returning to Taiwan, submit a written report and receipts to the Section for expense reimbursement. The written report shall include conference photos and supporting documents (not required of applicants attending online international conferences). Applicants who fail to submit the required documents will not be granted subsidies and will be barred from applying for any subsidy under the Regulations until the submission is completed.

Those who receive no subsidy from organizations outside the University shall submit the airline ticket stub (or the electronic ticket), the boarding pass, the certificate of ticket issuance (or the receipt issued by a travel agency), and the receipt of conference registration fees, if they attended an offline international conference, in addition to the documents specified in the preceding paragraph. Those attending an online international conference shall submit the receipt of conference registration fees.

Article 8 Undergraduate students and master's students may receive the subsidy once every academic year; doctoral students may receive the subsidy up to twice every academic year, and the maximum subsidy amount received per academic year is NT\$40,000.

If two or more applicants apply for the subsidy before the annual budget is used up, the University may prioritize subsidy recipients based on the following order:

1. Oral presentation > poster presentation;
2. Doctoral students > master's students > undergraduate students; and
3. The authorship.

If two or more applicants are in the same order of priority, the University may grant the subsidy on a pro-rata basis in accordance with the principles stipulated in Articles 5 and 6.

The University will grant the subsidy to only one student for each paper. If a presented paper is co-authored by a faculty member and a student, only one of them can apply for a subsidy.

If two or more applicants attending the same international conference are supervised by the same faculty member, the subsidy will only be granted to two applicants at most.

Article 9 The Regulations become effective on the third day of promulgation after being adopted by the University Administration Council and ratified by the President.

Note: In case of any disputes or misunderstandings regarding the interpretation of the language or terms of the Regulations, the Chinese language version shall prevail.