Date received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name |  | Student ID  |  |  |  |  |  |  |  |  |  |  |  |
| Status | □ Undergraduate student□ Master’s student□ Ph.D. student | Dept./Inst./Program  |  |
| □ Working full-time;Employer： \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_□ Unemployed/working part-time |
| Phone | (Office) | HighestLevel ofEducation Completed |  |
| (Cellular) |
| E-mail Address |  |
| Conference Title  |  |
| Conference Organizer |  |
| Conference Date  | From |  / /(mm/dd/yyyy) | Travel Plan | From | / /(mm/dd/yyyy) |
| To | / /(mm/dd/yyyy) | To | / /(mm/dd/yyyy) |
| Conference Location 1 | □ Asia□ Elsewhere | Conference Location 2(City, State, and Country) |  |
| Field of the Paper |  | Areas of Academic Expertise | 1. |
| 2. |
| Title of the Paper |  |
| Type of Presentation | □ Oral □ Poster □ Others\_\_\_\_\_\_\_\_\_ |
| Grant Requested(\*Required) | □ Airfare NT$ (The University doesn’t provide a grant for domestic travel)□ Meals and lodging NT$ Total amount requested NT$  |
| \* Estimated Date for Providing Receipts with Expense Statement |  / / (mm/dd/yyyy) (\*Required) |
| Have you applied for any relevant grants from other organization(s)? | □ No□ Yes; Organization：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount requested：NT$  |
| Have you received any relevant grants from other organization(s)? | □ No □ Yes；□ Airfare NT$ □ Registration fee NT$ □ Other NT$  |
| Required Documents | 1. Photocopy of letter or email of acceptance/invitation for paper presentation at the conference.
2. Abstract of paper you will present and full paper, which has been completed in Taiwan and has not been published, yet.
3. Conference program and other conference-related documents.
 |
| Student’s Statement | 1. I am applying for this grant following “TCU Guidelines for Providing Research Related Grants to Students.” I have read it thoroughly, promise to comply with it, and fulfill the obligations set forth in it. Should any violation occur, I will repay the grant.
2. The data in this application and other documents are accurate and complete.
3. The co-authors have authorized me to publish this paper at the conference. They do not permit the use of this paper to apply for or receive a grant from any organization.

Student’s Signature: Date:  |
| Note | Student must submit the application at least one month before the conference date. |

|  |
| --- |
| For Office Use Only |
|  | Office of R&D | Office of International Affairs |
| Faculty Advisor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dept/ Chair/Inst/ Director/Prog. Director\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | 🗌 We haven’t provided any grants🗌 We have provided the grant |
| Accounting Office | Vice President | Results |
|  |  | □ Approved □ Denied |

Your rights under the Personal Information Protection Act:

1. To process your application, the University needs to collect and use your name, phone number, student ID number, the highest level of education completed, Email address, etc.
2. If you provide erroneous, inaccurate, out-of-date, or incomplete information, your rights may be negatively affected.
3. If you want to correct your information or exercise other rights provided by Article 3 of the Personal Information Protection Act, you may contact (03)856-5301 ext. 1405 for assistance.