

Yuan Ze University Faculty Application for Online International Conference Subsidy Guidelines for Managing the Severe Special Infectious Pneumonia (COVID-19) Epidemic

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- Article 1 In response to the Severe Special Infectious Pneumonia (COVID-19) epidemic, international conferences are held online. These guidelines are formulated based on the "National Science and Technology Council (NSTC) Research Talent International Exchange, Recruitment, and Research (Training) Subsidy Guidelines in Response to the COVID-19 Epidemic" and the "Yuan Ze University Faculty Application for International Conference Attendance Subsidy Regulations."
- Article 2 Faculty members applying for this subsidy should apply for financial support from the National Science and Technology Council (NSTC) prior to the conference. However, those who have already received a subsidy from NSTC for attending international conferences in the same academic year do not need to apply for a separate subsidy.
- Article 3 Faculty members applying for the subsidy for online international conference registration fees should submit the following application materials to the Office of Research and Development through the administrative process at least two weeks before the conference:
1. Application Form for Subsidy of Online International Conference Registration Fees for Yuan Ze University Faculty.
 2. Official invitation letter from the conference or proof of paper acceptance.
 3. Conference agenda.
 4. Full text or abstract of the paper to be presented.
 5. Proof of subsidy hasn't received or received from the NSTC, or a list of approved subsidies for attending international conferences under NSTC projects.
- Article 4 The subsidy for each faculty member's conference registration fee is limited to once per academic year. The maximum subsidy per person per academic year shall not exceed NT\$5,000. The actual subsidy will be reimbursed based on the actual expenses incurred.
- Article 5 Faculty members applying for the subsidy for online international conference registration fees should submit the relevant receipts (including supporting documents) for reimbursement in accordance with the university's financial procedures within one month after the conference, and the reimbursement must be completed within the same fiscal year.
- Article 6 These guidelines will be adjusted in response to the latest epidemic control measures, travel advisories, and decisions issued by "Severe Special Infectious Pneumonia Central Epidemic Command Center" of Taiwan Centers for Disease Control (CDC). The Office of Research and Development reserves the right to make adjustments and will notify the public accordingly.