

# 國立成功大學創意產業設計研究所

## 研究生出席國際會議/赴外競賽補助作業要點

100 年 11 月 15 日所務會議通過

- 一、為鼓勵本所學生出席國際會議以及國際競賽，增進本所學生國際交流之機會，特訂定本要點。
- 二、本補助案之經費來源，將由本所所務會議視每學年度獎助學金實際發放狀況及研究生實際申請案數量等情形，經申請程序認定通過後，發給每人每案新台幣一萬元以內之補助金。
- 三、申請人資格及限制：
  - (一)本所在學（有學籍）之碩、博研究生。
  - (二)同一申請人在同一會計年度內，申請補助案之補助次數以一次為限。
  - (三)申請國際學術會議發表論文或參賽作品，應註明本所正式名稱：「國立成功大學創意產業設計研究所」/「Institute of Creative Industries Design, National Cheng Kung University, Taiwan」
- 四、申請人提出申請時，應備文件如下：
  - (一)申請表一份（見附件）。
  - (二)向校內外相關單位申請補助，獲得補助之情形證明文件。如無相關單位時，請檢附說明書乙份並經指導教授認可。
  - (三)申請出席國際會議補助時，應檢附該研討會會議介紹及日程表、論文被接受證明文件影本、論文摘要與論文全文等。
  - (四)申請赴外參賽補助時，應檢附競賽活動介紹及時程表、作品獲獎證明、作品檔案（電子檔或圖檔等）。
- 五、本辦法每學年六月十五日與十一月十五日止接受申請。所發表論文與作品應為前一學年十二月至同一學年十一月止。

六、申請補助案之審核程序與標準：

(一)由學術與服務委員會進行申請書資料審查。

(二)經費不足時，得依學術與服務委員會決議以排序或均分等方式發放補助金。

(三)審核標準：

- 論文類：以「研討會性質」、「發表方式」與「獨自或共同發表」等為審核重點。
- 競賽類：以「競賽性質」、「獲得獎項」與「獨自或共同發表」等為審核重點。

七、獲得補助之申請者，應繳交成果報告書乙份（含電子檔）後，始得請領補助金。

八、本要點經所務會議通過後實施，修正時亦同。

**National Cheng Kung University**  
**Institute of Creative Industries Design**  
**Policies on ICID Funding Grants for**  
**International Conferences and Competitions**

Passed by Board Meeting on November 15, 2011

1. In order to encourage the students of Institute of Creative Industries Design (hereinafter ICID) to participate in international conferences, competitions, and exchanges, the following policies are established.
2. The amount of available funding for travel grants and scholarships each academic year is dependent on the budget set aside by the ICID board and number of applicants. In principle, each applicant approved for funding can receive up to a maximum of NT\$10,000.
3. Eligibility:
  - (1) Must be a currently enrolled master's or doctoral degree student at ICID.
  - (2) Each applicant can only apply once per calendar year.
  - (3) Applicants must register affiliation with "Institute of Creative Industries Design, National Cheng Kung University, Taiwan" or "國立成功大學創意產業設計研究所" in their entry to the conference or competition.
4. Application Materials:
  - (1) Application form
  - (2) Documentary proof of any submitted funding applications or received funds from other sources, whether associated or not with the school. If no other funding sources were applied to, applicants must bring a statement of reason signed by their advisor(s).
  - (3) For International Conferences: conference introduction and agenda, proof of paper acceptance, and a copy of the abstract and full paper.
  - (4) For International Contests: contest information and schedule, certificate of prize/award, digital file(s) of the submission.
5. Applications each semester should be submitted before June 15 or November 15. Conference papers and competition entries should be from December of the previous year to November of the current year.

6. Funding Decision Procedure and Criteria:
- (1) Applications materials will be reviewed by the ICID Academic Services Committee (學術與服務委員會).
  - (2) When the budget is insufficient, funds may be distributed by applicant order, split equally, or in any other way deemed fit by the Academic Services Committee.
  - (3) Decision criteria:
    - For Conference Papers: “the nature of the conference” (研討會性質), format of presentation (發表方式), whether single or multiple authors, etc.
    - For Competitions: “the nature of the competition” (競賽性質), received awards or prizes, whether entry was individual or collaborative, etc.
7. Recipients of a travel grant or funding from ICID must submit a written report and digital files of the conference/competition results in order to receive their scholarship.
8. These policies were implemented after review by the ICID Board. Any revisions and amendments are reviewed and updated through the same administrative procedure.

**NOTE:** *The English version was translated from the original Chinese text. In the event of any discrepancies, the Chinese version will take precedence.*