

National Taiwan Normal University

College of International Studies and Social Sciences

學術發展經費補助作業原則

General Guidelines Governing the Subsidies Provided for Academic Development Expenditures

Last Amended on March 22, 2022

- Article 1. The College of International Studies and Social Sciences (hereinafter referred to as “the College”) has established the *General Guidelines Governing the Subsidies Provided for Academic Development Expenditures* (hereinafter referred to as “the General Guidelines”) in accordance with the provisions stipulated in Article 4, Paragraphs 1, Subparagraphs 3-4 of the College *Directives for Establishing International Affairs and Academic Development Committees*.
- Article 2. The scope of the General Guidelines includes the College departments/institutes.
- Article 3. Eligible activities:
1. International academic activities (e.g., seminars and workshops involving different academic groups or fields) held in fields related to this College
 2. Activities such as thesis presentations, seminars, and workshops that the graduate students of this College participate in
- Article 4. Applications for subsidies of eligible activities must be submitted **before** March each year. The International Affairs and Academic Development Committee shall then review the subsidies to be granted.
- Article 5. Subsidy application rules:
1. Any department or institute applying for a subsidy must submit a detailed proposal and accompanying documents to this College with the application form and a list of expenditures.
 2. To apply for a subsidy for an activity listed in Article 3, Paragraph 1, the applicant must also apply to units outside this College or NTNU (or the respective

department/institute may raise their own funds) and attach the relevant supporting documents when applying.

Article 6. Subsidy expenditure rules:

1. **In principle**, the maximum subsidy granted for activities listed under Article 3, Paragraph 1 is **NT\$500,000 per activity**.
2. **In principle**, the maximum subsidy granted for activities listed under Article 3, Paragraph 2 is **NT\$250,000 per activity**.

Article 7. The various subsidies listed in the General Guidelines must be verified and written off by the applying units in accordance with NTNU's latest accounting system and reporting regulations for their respective years.

Article 8. Matters not covered in the General Guidelines shall be handled in accordance with NTNU rules.

Article 9. This College has been authorized to specify the forms required by the General Guidelines.

Article 10. The General Guidelines shall come into effect after their passage in a college affairs council meeting and forwarding to the President for promulgation. The same principle shall apply when revisions are made.