

Regulations for Sponsoring Full-time Faculty to Attend International Conferences

(Amended by the 3rd meeting of the International Exchanges Committee on April 17, 1996.)

Article 1

To sponsor faculty to attend international conferences, the Regulations for Sponsoring Full-time Faculty to Attend International Conferences are made according to Item 4, Article 2 of the TKU International Exchanges Setup Plans.

Article 2

Qualifications (Faculty with any of the following conditions are qualified to apply for the sponsorship):

1. Full-time faculty with at least six-month service at TKU and whose article will be presented on behalf of TKU in any international conference.
2. Invited to assume important tasks in any international conference.
3. Assigned to attend any international conference on behalf of TKU.

Article 3

Applicants shall apply related sponsorship from Ministry of Education, National Science Council, etc. at the same time. Completed application forms, formal invitation of the conference, conference agenda, or the assignment document of TKU, and etc. shall be sent to the TKU International Exchanges Committee six weeks before the conference date. Article(s) to be presented in the conference and its acceptance documents shall also be sent to the TKU International Exchanges Committee six weeks before the conference date.

Article 4

After the application has been reviewed and approved by the TKU International Exchanges Committee and the TKU president, the sponsorship will be given by the following standards:

1. Domestic: based on the TKU regulations of business trip expense and the registration fee will be reimbursed upon conference documents.
2. Overseas:
 - A. Travel expense: round-trip airfare(economy class) from Taiwan to the conference location.
 - B. Daily expenditure: based on the current sponsorship standard of the National Science Council, the daily expense will be compensated according to the period

of the conference plus two days.

C. Registration fee: will be reimbursed upon conference documents.

Article 5

Applicants who accept the sponsorship shall attach related invoices and proofs, and follow TKU's financial regulations to proceed to be reimbursed. Meanwhile, the abstract of the report concerning the conference abroad shall also be delivered to the International Exchanges Committee. Applicants who decide to give up the sponsorship shall notify the International Exchanges Committee within two months after the approval of the sponsorship.

Article 6

Applicants can only be given the sponsorship once every academic year. After the applicant returns from the international conference, if TKU needs the applicant to extend service, he or she shall continue one-year teaching job. If the applicant doesn't comply with the teaching obligation, all the sponsorship shall be returned in its total amount to TKU.

Article 7

The regulations or any future revisions are valid upon approval from the President of TKU.