

**國立成功大學獎勵學術研討會經費補助要點**  
**National Cheng Kung University Subsidy Directions for Organizing**  
**Academic Conferences**

81.09.23 第 312 次主管會報通過  
Promulgated in the 312nd supervisory meeting on Sep. 23, 1992

84.05.03 第 374 次主管會報修訂  
Amended in the 374th supervisory meeting on May 3, 1995

86.09.17 第 426 次主管會報修訂  
Amended in the 426th supervisory meeting on Sep. 17, 1997

88.01.27 第 459 次主管會報修訂  
Amended in the 459th supervisory meeting on Jan. 27, 1999

91.10.02 第 540 次主管會報修訂  
Amended in the 540th supervisory meeting on Oct. 2, 2002

94.03.02 第 594 次主管會報修訂  
Amended in the 594th supervisory meeting on Mar. 2, 2005

97.07.16 第 659 次主管會報修訂  
Amended in the 659th supervisory meeting on Jul. 16, 2008

98.10.21 第 680 次主管會報修訂  
Amended in the 680th supervisory meeting on Oct. 21, 2009

101.01.11 第 719 次主管會報修訂  
Amended in the 719th supervisory meeting on Jan. 11, 2002

104.06.24 第 783 次主管會報修正通過  
Amended in the 783rd supervisory meeting on Jun. 24, 2015

一、 為鼓勵本校各單位舉辦學術研討會及研究成果發表會，以促進學術交流及推廣研究成果，特訂本要點。本要點以補助國內研討會為原則。

These directions are enacted to encourage various units of National Cheng Kung University (hereinafter “the University”) to organize academic conferences and research result presentations, thereby facilitating academic exchanges and promoting research results. The directions primarily govern the subsidization of domestic conferences.

二、 本校各院、系、所、處、館、中心、試驗所等教學及研究單位皆可提出申請補助；但各單位於同一會計年度內，舉辦同一性質之研討會，以補助一次為原則。

Teaching and research units of the University, including its colleges, departments, institutes, offices, libraries or museums, centers, and laboratories, can apply for the

subsidy. However, each unit can only be subsidized once within an accounting year for organizing conferences of the same nature.

三、 補助項目：活動舉辦之所需經費，惟項目需符合費核銷相關規定。

Items for subsidization: All expenses required for an event's organization; the items should comply with the regulations of expense reimbursement.

四、 申請補助金額未達新臺幣（以下同）八萬元時，申請單位應將申請表連同相關資料，於預定舉辦日期三十天前送交研發處審查後，簽請校長核定。

When the subsidy is less than NT\$80,000, the unit applying should submit the application form and relevant information to the Office of Research and Development 30 days prior to the scheduled event for review, as well as report to the President for approval.

五、申請補助金額八萬元以上時，各申請案由研發長召集審查小組進行審查後，簽報校長核定。

審查小組委員共十一人，除研發長及學術發展組組長為當然委員外，其餘委員由研發長簽請校長聘請各學院教授代表一人共同組成，任期一年，得連聘之。

審查小組由研發長召集，於每年度二月、五月、八月及十一月召開。各單位申請案須於審查會議召開十五日前，將申請表連同相關資料送達研發處。

When the subsidy is more than NT\$80,000, the application shall be reviewed by a review group convened by the Vice President for Research & Development and reported to the President for approval. The review group comprises 11 members. Except for the Vice President for Research & Development and the Director of the Innovative Research and Development Division, who serve as apparent members, other members are professors representative from each college. The Vice President for Research & Development recommends one professor from each college to form the review group, and the list is presented to the President for approval. The term of service is 1 year, and members may be reappointed when their term is over. The review group is convened by the Vice President for Research & Development, and the meetings are held in February, May, August, and November of each year. Applications of all units must be sent to the Office of Research and Development along with all relevant information 15 days before the review meetings.

六、 獲經費補助單位須於活動結束後一個月內，提出成果報告，說明研討會之執行成果、會議籌備情形、議程、邀請講員、檢討及執行困難等，供研發處作往後補助類似研討會之參考。

Units that have been subsidized must present an achievement report within 1 month of

the event to detail the execution results, organization of the meeting, agenda, speakers invited, and review of the event and execution difficulties, which can serve as a reference for the Office of Research and Development when subsidizing similar conferences in the future.

七、 經費之報銷，按學校之會計程序辦理。

Expense reimbursement shall be conducted in accordance with the University's accounting procedures.

八、 本要點經主管會報通過後公布實施，修正時亦同。

The Directions shall come into force after their approval by the supervisory meeting. Any amendments shall also be approved in the supervisory meeting.

*These regulations were translated from the original Chinese. In the event of any discrepancies between the two versions, the Chinese always takes precedence.*