

# **National Taiwan Normal University**

## **Regulations for Subsidy to Short-Term Abroad Research Project of Doctoral Students**

2023.6.21. Passed during the 20<sup>th</sup> Academic and Administrative Meeting of the 2022  
Academic Year

- I. National Taiwan Normal University (NTNU) established the regulations to cultivate doctoral students' international research experiences and research potential and strengthen their international mobility.
- II. Eligibility: Students currently enrolled in NTNU graduate schools for over a year but under four years.
- III. Research Institution: foreign academic research institutions capable to advise students in research, excluding institutions in China, Hong Kong, and Macau.
- IV. Duration of Subsidy: One month, and the subsidy should be executed before the end of November of that year. During application, the start and end dates of the short term research project must be specified; after receiving the application approval, the applicant must arrive at the country of destination within a month from the start of the short-term research project or forfeit the opportunity. The duration of short-term research project will begin on the day of arrival at the country of destination and ends on the day of departure.
- V. Application Period: Whenever the application is submitted; please submit the application two months before leaving the country.
- VI. Application Documents:
  - A. Please submit an electronic and a physical copy of the application documents to the Office of Research and Development.
  - B. Research Proposal (under 15 pages, in Chinese or English)
    1. Project Abstract (500 words or less).
    2. Background, purpose, methodology, and importance of the proposed research project.
    3. Academic accomplishments, relevance to the project, and available procedures of the research institute.
    4. Relationship between the estimated finished work, the actual product, and future work.
    5. Personal experiences and achievements in research or work in the past five years. (Please list concrete facts such as research results, personal distinguished performances, and award records. If the applicant has given birth in the duration, the period can be extended for two years with every birth. If the applicant has served the mandatory military service, the period can be extended according to the time served, but relevant documents should be attached.)
    6. Letter of Recommendation from Advisor
  - C. Letter of Consent from the Institution
  - D. Personal Information (For reference, please see NSTC's C301~C303 forms, including the chapters of the publications in the past five years.)
- VII. Subsidy:
  - A. Subsidized items:
    1. Monthly allowance: Paid according to the standard of daily allowance for central government workers in foreign areas.
    2. Plane ticket: economy fare for the most direct return flight to and from the research institution.

B. Each case receives at maximum NTD150,000 and will be paid with the Higher Education Sprout Project and other related funds. During the subsidy period, the applicant cannot apply for other funds for research abroad, scholarships for foreign studies, or funds for attending international conferences.

VIII. Research Project Result Presentation: The subsidized must submit the research results to the Office of Research and Development with a month after the end of the subsidy. The results of the project must be specified to be subsidized by the Higher Education Sprout Project of NTNU.

IX. The regulations are put into in effect by the President of NTNU after being passed during the 20th Academic and Administrative Meeting, the same procedures apply for the revisions.