

## 國立成功大學

補助專任教師、博士級研究員及學生出席國際會議申請表

National Cheng Kung University

Subsidizing Full-time Teachers, Doctoral Researchers, and Students Attending International Academic Conferences Application Form

學院College/中心Center

申請日期Date： 年(yyyy) 月(mm) 日(dd)		編號(本欄由國際事務處填寫)	
申請人姓名Applicant's name：		申請人所屬單位Dept.：	
		申請人職稱Title：	
身分證字號ID number：		學生證號(教師免填) Student ID：	
指導教授Advisor：		申請人聯絡電話Phone number：	
		申請人e-mail：	
會議正式名稱 Conference Name	中文Chinese：		
	英文English：		
會議時間Date： 年(yyyy) 月(mm) 日(dd)至to 年(yyyy) 月(mm) 日(dd)		地點(國、州、城市) Location(Country, State, City)	
所屬國際組織名稱Affiliation Name：			
會議主辦單位名稱Conference host：			
擬發表之論文題目 Title of paper to be presented	中文Chinese：		
	英文English：		
論文發表方式或任務Method of paper to be presented or mission (複選請說明原因If multiple choice please explain the reasons)：			
<input type="checkbox"/> Keynote Speaker <input type="checkbox"/> Invited Speaker <input type="checkbox"/> Oral <input type="checkbox"/> Poster <input type="checkbox"/> Others_____ <input type="checkbox"/> 說明Explain			
申請補助項目 Amount requested	<input type="checkbox"/> 機票費Airline ticket NT_____元 <input type="checkbox"/> 生活費Daily living allowance NT_____元 <input type="checkbox"/> 註冊費Registration fee NT_____元 (務請填寫Required)		
向其他校外機構申請補助情形 Applied for subsidy from other organizations.	<input type="checkbox"/> 是，因校外單位補助不足，擬向學校申請不足款。Yes. I would like to apply for the part of insufficient. (校外單位名稱 Name of organization： 補助金額 Amount of subsidy： _____ ) <input type="checkbox"/> 是，惟校外單位補助結果未知，為配合學校申請期限，故提出申請。Yes. The result is uncertain. (校外單位名稱 Name of organization： 申請金額 Amount of subsidy applied： _____ ) <b>【請務必詳讀本校配合校外單位補助之原則，以免影響您的權益。】</b>		
Please re-stamp your personal chop upon any corrections in this box.			

\*右方欄位如有塗改應加蓋私章

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<p>應繳資料 Required documents</p>	<p><input type="checkbox"/> 研討會會議介紹Conference introduction.</p> <p><input type="checkbox"/> 研討會會議日程表(未勾選者，請說明)Conference agenda. If not provided, please explain the reasons. _____。)</p> <p><input type="checkbox"/> 國際會議主辦單位致申請人本人之正式邀請函影本Photocopy of official invitation letter from the conference host.</p> <p><input type="checkbox"/> 論文被接受之證明文件影本Photocopy of paper acceptance letter.</p> <p><input type="checkbox"/> 擬發表之論文摘要及論文全文(中文以外)影本Photocopy of abstract and full paper (except Chinese) to be presented.</p> <p><input type="checkbox"/> 向校外單位申請補助證明Certificate of subsidy application outside school.</p> <p><input type="checkbox"/> 學生須提供歷年在學成績單乙份(大學部須註記班上排名)Official copy of transcripts; undergraduate students must include class ranking.</p> <p><input type="checkbox"/> 學生須檢附「指導教授推薦信」Recommendation letter by the advisor if applied by a student.</p> <p><input type="checkbox"/> 學生須檢附英語檢定證明文件。母語為英語系國家之學生得免檢附。Official proof of English language proficiency. Applicants who are citizens of English native speakers are exempt from the English proficiency requirement, and only academic TOEFL/IELTS/TOEIC/GEPT Certificates are accepted.</p> <p><input type="checkbox"/> 行政主管機關開立之低收入戶或中低收入戶證明，無者得免付 The official poverty certificate, if any.</p> <p><input type="checkbox"/> 其它有利於審定補助之文件(如近5年研究成果或得獎事蹟等，以不超過5頁A4紙張為限)Additional documents favorable for the review, not exceeding five pages of A4-sized paper. For example, research results or awards in the past five years.</p> <p>(以上文件，請依序由上而下，整理齊全Please arrange the documents in ordered sequence)</p>
<p>申請人 Applicant</p>	<p>1.本人依「專任教師、博士級研究員及學生出席國際會議補助辦法」規定申請補助，並已詳讀且承諾遵守該要點之各項規定，並履行其中所規範之義務，如有違反情事，將全數繳回所領取之補助金。</p> <p>2.本人同意出國報告書智慧財產權歸屬本校所有，本校自得為任何使用。</p> <p>1.I am applying for subsidy according to “Grant Regulations for Attending International Conferences for Full-Time Faculty, Doctoral Researchers and Students” I have read it closely and promise to obey its every regulation and fulfill the obligations set forth. If violation occurs, I will return my received subsidy in full.</p> <p>2. I understand and agree that the intellectual property right of the trip report belongs to NCKU, and NCKU has the right to use the Trip report (including, text, photographs, sound and video files) for any purpose.</p> <p style="text-align: right;">申請人簽名： _____(Signature)</p>

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簽核意見欄		
指導教授 Supervisor	系所主管 Dept. Head	院長 Dean
審查結果	<input type="checkbox"/> 通過 <input type="checkbox"/> 不通過	

備註：

1. 應於國際會議結束後一個月內（須同一會計年度內）繳交出國報告書(格式規定詳見頂尖大學網頁)，並檢附報告書電子檔，以供大眾知識資訊分享之用(報告書將公開供大眾瀏覽，請自行留意內容是否妥適)，必要時得於公開場合以英文發表並分享出國期間之心得。
2. 此申請表為辦理國外旅費補助申請使用，獲補助之教師及博士級研究員出國前須另填報出國申請表至人事室辦理出國差假手續。

Note:

1. Trip reports along with electronic file should be submitted within one month after the end of the conferences (within the same accounting year). Please adhere to format requirements found on our website. In order to sharing the information, your trip report will be posted on the NCKU website, please be sure that the report content is appropriate. Also, applicants should give a public English speech about his or her experiences if necessary.
2. This form is used for the subsidy application of travel abroad expenses; teachers and doctoral researchers subsidized should fill the Application Form for Travel Abroad and submit to the Personnel Office for the leave of absence procedure.

# 國立成功大學補助出席國際會議相關資料著作權授權書(填寫範本)

## Power of Attorney for National Cheng Kung University subsidizes attending International Conferences

一、著作權人 王大明 (以下簡稱甲方)，同意授權國立成功大學圖書館(以下簡稱乙方)將甲方在國立成功大學暨附屬單位內研究著作或教學相關資料等成果，收錄於乙方之典藏系統內集中管理典藏，以提升本校研究產出之能見度與使用率。

1. Copyright owner (herein referred as Party A) hereby authorizes National Cheng Kung University Library (herein referred as Party B) to use Party B archive system to collect, manage, and archive Party A achievements in research publications or teaching purposes conducted within the National Cheng Kung University Subsidiary Unit to help raise school research yield visibility and usage frequency.

二、前條授權標的包括下列著作：

(下列各項授權標的中無發表者毋需勾選)

- |    |    |               |  |
|----|----|---------------|--|
| 1. | 甲方 | 授權會議論文全文      | <input type="checkbox"/> 同意立即開放<br><input checked="" type="checkbox"/> 同意 <u>3</u> 年(1~3年) |
| 2. | 甲方 | 授權會議論文摘要      | <input checked="" type="checkbox"/> 同意立即開放<br><input type="checkbox"/> 同意_____年(1~3年)      |
| 3. | 甲方 | 授權以口頭發表之報告簡報檔 | <input type="checkbox"/> 同意立即開放<br><input checked="" type="checkbox"/> 同意 <u>3</u> 年(1~3年) |
| 4. | 甲方 | 授權以海報發表之海報    | <input checked="" type="checkbox"/> 同意立即開放<br><input type="checkbox"/> 同意_____年(1~3年)      |
| 5. | 甲方 | 授權出國報告書       | <input checked="" type="checkbox"/> 同意立即開放<br><input type="checkbox"/> 同意_____年(1~3年)      |

2. The subjects of the above authorization include the following works:

( Fill in the following works that you published )

- |    |         |                                      |  |
|----|---------|--------------------------------------|--|
| 1. | Party A | Authorizes Conference These          | Time of disclosure:<br><input type="checkbox"/> Disclose at once<br><input checked="" type="checkbox"/> <u>3</u> (1~3)year later |
| 2. | Party A | Authorizes Conference abstract These | Time of disclosure:<br><input checked="" type="checkbox"/> Disclose at once<br><input type="checkbox"/> _____(1~3)year later     |
| 3. | Party A | Authorizes Presentation Files        | Time of disclosure:<br><input type="checkbox"/> Disclose at once<br><input checked="" type="checkbox"/> <u>3</u> (1~3)year later |
| 4. | Party A | Authorizes poster                    | Time of disclosure:<br><input checked="" type="checkbox"/> Disclose at once<br><input type="checkbox"/> _____(1~3)year later     |
| 5. | Party A | Authorizes Report Trip               | Time of disclosure:<br><input checked="" type="checkbox"/> Disclose at once<br><input type="checkbox"/> _____(1~3)year later     |

三、甲方就上開著作，同意永久、全部、無償、非專屬、不限次數，授權乙方以微縮、光碟或其他各種數位化方式重製之，並得以網路公開傳輸方式，提供讀者非營利性質及合理使用範圍內之線上檢索、閱覽、下載或列印。

3. Party A hereby grants Party B the rights to replicate all publications listed via microfilms, disks or other digital means of replication with unlimited time, subsidy-free, and non-exclusive access to all publications listed as well as grant Party B the rights to provide publications listed for non-profit and under acceptable means of internet search, access, downloads or print outs via open internet transmission.

四、甲方保證授權給乙方典藏之上開著作及相關資料內文，並無侵害他人智慧財產權、隱私權之情事，如有侵害他人權益或涉及侵權之爭議，甲方應自行承擔一切法律責任，與乙方無涉。

4. Party A solemnly declares that all publications and publication-related data granted to Party B for repository purpose is in no state of violation of intellectual property and privacy of others. If disputes should occur with regard to the invasion of third party rights or copyrights, Party A shall bear sole responsibility in all incurred legal responsibilities without Party B involvement whatsoever.

五、依著作權法之規定，甲方可將上開著作再轉讓或授權予他人，但本授權不因嗣後甲方將其著作財產權讓與或再為授權而受影響。

5. According to stipulations by Copyright Law, Party A may release or authorize copyrights of the above-mentioned publications to a given third party without affecting the rights granted herein.

六、上開著作僅限於著作財產權尚未讓與或專屬授權予他人(如出版社)者，若甲方因查證不易而疏將已專屬授權或讓與第三人之著作納入上開清冊(第二點之授權標的)，則甲方就此著作之授權予乙方一事，自專屬授權予第三人之授權期間經過後，始生效力。甲方就已讓與著作財產權予第三人之著作，授權予乙方者，此授權行為不生效力。

6. Publication property rights granted to Party B is for Party B use only. Party B shall, under no circumstance, release such exclusive rights to any third party. In case of misjudgments by Party A in releasing pre-authorized exclusive rights to a third person, the effect of authorization to party B will become effective only after the period exclusive license granted to a third party elapsed. If Party A has assigned the property right of publication entirely to a third party, its authorization to Party B is void.

七、甲乙雙方同意，本授權書之任何修正，應以書面合意為之。

7. Party A and Party B hereby both agrees that mutual agreements to the corrections made to this Power of Attorney shall be evidenced by written means.

已取得其他共同著作人之書面或口頭同意。

Have obtained the authorization of other co-authors.

甲方(Party A)： 王大明 (親筆簽名或蓋章)

單位(Unit)： xxx所

識別證號/學號(Staff/Student ID)：

n12345678

分機(Ext.)： 12345

會議名稱(Conference Name)：

xxx研討會 會議期間

(Conference Duration)：

xxxx/xx/xx~xxxx/xx/xx

乙方(Party B)：國立成功大學圖書館

(National Cheng Kung University Library)

代表人(Representative)：王健文(Chien-Wen Wang)

聯絡人(Contact Person)：蔡佳欣(Chia-Hsin Tsai)

電子郵件地址(E-mail Address)：

ir@libmail.lib.ncku.edu.tw

電話(Telephone)：(06)275-7575 ext.65776

傳真(FAX)：(06)2378232

地址(Address)：70101 台南市大學路一號

# 國立成功大學補助出席國際會議相關資料著作權授權書

## Power of Attorney for National Cheng Kung University subsidizes attending International Conferences

一、著作權人                      (以下簡稱甲方)，同意授權國立成功大學圖書館(以下簡稱乙方)將甲方在國立成功大學暨附屬單位內研究著作或教學相關資料等成果，收錄於乙方之典藏系統內集中管理典藏，以提升本校研究產出之能見度與使用率。

1. Copyright owner (herein referred as Party A) hereby authorizes National Cheng Kung University Library (herein referred as Party B) to use Party B archive system to collect, manage, and archive Party A achievements in research publications or teaching purposes conducted within the National Cheng Kung University Subsidiary Unit to help raise school research yield visibility and usage frequency.

二、前條授權標的包括下列著作：

(下列各項授權標的中無發表者毋需勾選)

- |    |    |               |  |
|----|----|---------------|--|
| 1. | 甲方 | 授權會議論文全文      | <input type="checkbox"/> 同意立即開放<br><input type="checkbox"/> 同意_____年(1~3年) |
| 2. | 甲方 | 授權會議論文摘要      | <input type="checkbox"/> 同意立即開放<br><input type="checkbox"/> 同意_____年(1~3年) |
| 3. | 甲方 | 授權以口頭發表之報告簡報檔 | <input type="checkbox"/> 同意立即開放<br><input type="checkbox"/> 同意_____年(1~3年) |
| 4. | 甲方 | 授權以海報發表之海報    | <input type="checkbox"/> 同意立即開放<br><input type="checkbox"/> 同意_____年(1~3年) |
| 5. | 甲方 | 授權出國報告書       | <input type="checkbox"/> 同意立即開放<br><input type="checkbox"/> 同意_____年(1~3年) |

2. The subjects of the above authorization include the following works:

( Fill in the following works that you published )

- |    |         |                                      |   |
|----|---------|--------------------------------------|---|
| 1. | Party A | Authorizes Conference These          | Time of disclosure:<br><input type="checkbox"/> Disclose at once<br><input type="checkbox"/> _____(1~3)year later |
| 2. | Party A | Authorizes Conference abstract These | Time of disclosure:<br><input type="checkbox"/> Disclose at once<br><input type="checkbox"/> _____(1~3)year later |
| 3. | Party A | Authorizes Presentation Files        | Time of disclosure:<br><input type="checkbox"/> Disclose at once<br><input type="checkbox"/> _____(1~3)year later |
| 4. | Party A | Authorizes poster                    | Time of disclosure:<br><input type="checkbox"/> Disclose at once<br><input type="checkbox"/> _____(1~3)year later |
| 5. | Party A | Authorizes Report Trip               | Time of disclosure:<br><input type="checkbox"/> Disclose at once<br><input type="checkbox"/> _____(1~3)year later |

三、甲方就上開著作，同意永久、全部、無償、非專屬、不限次數，授權乙方以微縮、光碟或其他各種數位化方式重製之，並得以網路公開傳輸方式，提供讀者非營利性質及合理使用範圍內之線上檢索、閱覽、下載或列印。

3. Party A hereby grants Party B the rights to replicate all publications listed via microfilms, disks or other digital means of replication with unlimited time, subsidy-free, and non-exclusive access to all publications listed as well as grant Party B the rights to provide publications listed for non-profit and under acceptable means of internet search, access, downloads or print outs via open internet transmission.

四、甲方保證授權給乙方典藏之上開著作及相關資料內文，並無侵害他人智慧財產權、隱私權之情事，如有侵害他人權益或涉及侵權之爭議，甲方應自行承擔一切法律責任，與乙方無涉。

4. Party A solemnly declares that all publications and publication-related data granted to Party B for repository purpose is in no state of violation of intellectual property and privacy of others. If disputes should occur with regard to the invasion of third party rights or copyrights, Party A shall bear sole responsibility in all incurred legal responsibilities without Party B involvement whatsoever.

五、依著作權法之規定，甲方可將上開著作再轉讓或授權予他人，但本授權不因嗣後甲方將其著作財產權讓與或再為授權而受影響。

5. According to stipulations by Copyright Law, Party A may release or authorize copyrights of the above-mentioned publications to a given third party without affecting the rights granted herein.

六、上開著作僅限於著作財產權尚未讓與或專屬授權予他人(如出版社)者，若甲方因查證不易而疏將已專屬授權或讓與第三人之著作納入上開清冊(第二點之授權標的)，則甲方就此著作之授權予乙方一事，自專屬授權予第三人之授權期間經過後，始生效力。甲方就已讓與著作財產權予第三人之著作，授權予乙方者，此授權行為不生效力。

6. Publication property rights granted to Party B is for Party B use only. Party B shall, under no circumstance, release such exclusive rights to any third party. In case of misjudgments by Party A in releasing pre-authorized exclusive rights to a third person, the effect of authorization to party B will become effective only after the period exclusive license granted to a third party elapsed. If Party A has assigned the property right of publication entirely to a third party, its authorization to Party B is void.

七、甲乙雙方同意，本授權書之任何修正，應以書面合意為之。

7. Party A and Party B hereby both agrees that mutual agreements to the corrections made to this Power of Attorney shall be evidenced by written means.

已取得其他共同著作人之書面或口頭同意。

Have obtained the authorization of other co-authors.

甲方( Party A) : \_\_\_\_\_ (親筆簽名或蓋章)

單位(Unit) :

識別證號/學號( Staff /Student ID) :

分機( Ext.) :

會議名稱(Conference Name) :

會議期間(Conference Duration) :

中華民國      年      月      日

乙方( Party B) : 國立成功大學圖書館  
(National Cheng Kung University Library)

代表人( Representative) : 王健文( Chien-Wen Wang)

聯絡人( Contact Person) : 蔡佳欣(Chia-Hsin Tsai )

電子郵件地址(E-mail Address) :

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電話( Telephone) : (06)275-7575 ext.65776

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地址( Address) : 70101 台南市大學路一號