**香港中文大學伍宜孫書院**

**WU YEE SUN COLLEGE**

**THE CHINESE UNIVERSITY OF HONG KONG**

**學術會議資助申請表**

**APPLICATION FOR CONFERENCE GRANT**

*填妥之申請表請送交伍宜孫書院東座G03室鄭佩純女士收*

*Completed application forms should be sent to Ms Carol Cheng, College Office, G03 East Block, Wu Yee Sun College*

1. **個人資料 Personal Particulars**

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| 稱謂：Title: | ❑教授Prof. ❑博士Dr. ❑先生Mr. ❑女士Ms. | 姓名：Name (in Block Letters): |  |
| 職位：Post: |  | 學系／單位：Department: |  |
| 電話：Telephone: |  | 電郵：Email: |  |

1. **會議資料 Details of the Conference**

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| --- | --- |
| 會議名稱：Title/Event: |  |
| 主辦單位：Organization: |  |
| 會議地點：Venue: |  | (城市City) |  | (國家Country) |
| 會議日期：Conference Dates: | 從From | (日/月/年) (DD/MM/YY) | 至to | (日/月/年) (DD/MM/YY) |

1. **發表論文/海報資料** (請提交相關證明文件及論文摘要)

**Details of the Paper(s)/Poster(s) to be Presented** (Please submit copy of documentary evidence and abstract of the paper)

|  |  |
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| 論文/海報題目：Title(s) of the Paper(s)/Poster(s): |  |
|  |
| 發表者：Presented by: |  |

1. **預算費用、其他資助及是次申請金額** (請提交相關證明文件)

**Estimate of Expenses, Subsidies/Grants from Other Units and Amount requested in this application** (Please submit copy of documentary evidence)

兌換率Exchange Rate used: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **會議費用*****Conference Expenses*** | **預算*****Estimated Costs*** | **其他單位資助*Subsidies/Grants from Other Units*** | **是次申請金額*****Amount Requested in******This Application*** |
| **金額Amount**  | **來源Sources**▲ |
| **註冊費*****Registration Fee*** | 港幣HK$ | 港幣HK$ | ❑大學CUHK ❑學系Department | 港幣HK$ |
| **旅費*****Travel*** | 港幣HK$ | 港幣HK$ | ❑大學CUHK ❑學系Department | 港幣HK$ |
| **住宿*****Lodging*** | 港幣HK$($ /日day x 日days) | 港幣HK$ | ❑大學CUHK ❑學系Department | 港幣HK$ |
| **合共*****Total*** | 港幣HK$ |  |  | 港幣HK$ |

*▲ 如未有或不會向大學或學系申請資助，請列明理由：*

*▲ Please state the reason if you have not applied or do not intend to apply for grant from the University or your department:*

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❑ *請在適當位置加上「*✓*」號 Please tick as appropriate.*

1. **會議缺勤申請 Status of Conference Leave Application**

本人所屬學院 ❑已經／❑並未 批准本人的會議缺勤申請。

My conference leave ❑ has / ❑ has not been approved by the Faculty concerned.

1. **過去十二個月獲得的會議資助 Conference Grants obtained in the past 12 months**

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| --- | --- | --- | --- | --- |
|  | **會議名稱**Event | **日期**Period | **資助來源** (如大學／書院)Supporting Unit(s)(e.g. CUHK, College) | **資助金額**Amount Approved(港幣HK$) |
| 1.  |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |

1. **過去十二個月於伍宜孫書院的工作** *(如委員會工作、書院通識課程等)*

**Contributions to Wu Yee Sun College in the past 12 months** *(e.g. Committee work, College GE course etc.)*

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1. **簽署 Signature**

|  |  |  |  |
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| 申請人簽署：Applicant’s Signature: |  | 日期：Date: |  |

1. **系主任／部門主管批註 Endorsement by Department Chairperson / Unit Head**

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| --- | --- | --- | --- |
| 簽署：Signature: |  | 日期：Date: |  |
|  | 姓名Name in Block Letters：  |  |  |

***(FOR COLLEGE INTERNAL USE)***

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| Reference Number | CG20\_ \_ / \_ \_ | Application Received on |  |
| **Documents Checked** ❑ Abstract ❑ Letter of Acceptance ❑ Travel ❑ Lodging ❑ Others:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Previous Applications Submitted** |
| Date | Result | Grant Approved (HK$) | Amount Claimed (HK$) |
|  | Approved / Disapproved |  |  |
|  | Approved / Disapproved |  |  |
|  | Approved / Disapproved |  |  |
| **Application for this Round** |  |  |  |
| Result: Approved / Disapproved | Grant Amount: HK$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Remarks: |  |
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