**TIGP-MCB Travel Grant**

**Purpose**

The grant is designated to assist TIGP-MCB students traveling abroad to conferences not for attending classes/workshops/summer schools or research purposes.

**Qualifications**

1. Applicants must be enrolled full-time in TIGP-MCB programs.
2. Give an oral or poster presentation in the meeting.
3. Students on an approved leave of absence are not eligible.
4. In general, each student may receive only one grant during the course of his/her study in TIGP-MCB.

Additional fund, however, may be granted if the applicants obtain top rankings in the evaluation.

**Fellowship & General Guideline**

1. **1** fellowship will be granted each year.
2. The travel grant can only cover the following expenses:
3. **Airfare**: airfare of a round trip to and from the conference site in economy class; When traveling under governmental grant, it is obligatory to purchase tickets with local airlines (ex: China Airline or Eva Air), unless under the following circumstances: 1) The flight is not available with local airlines. 2) Other international airlines offer cheaper airfare.
4. **Conference Registration Fee(s)**: expenses for conference dinner/banquet are not included.
5. **Board and Lodging**: according to the standard of travel on official business abroad reported disbursement.
6. **Travel Insurance**: only for the period of the event and the period necessary for traveling to and from the conference site. (Appendix II shows current insurance rate.)
7. **The upper limit of a fellowship is NT$75,000.**
8. Application to other funding source is highly encouraged (other funding sources).
9. The conference must be intimately related to the applicant’s study, and the location of conference does NOT include China.

**Application Materials**

1. One hard copy and one electronic copy of the filled application form.

2. One copy of applicant’s CV.

3. Meeting abstract and acceptance letter (the latter can be submitted when available).

4. Meeting name and program.

5. One recommendation letter from applicant’s mentor.

**Application Dates**

**February 15**.

\* Please submit all materials to TIGP-MCB program office at Room 117 by 5PM of the application deadline.

**Review and Announcement**

**MCB student affairs committee** will evaluate all applications. The recommended grantee will be approved by MCB coordinator, and announced within 2 weeks after each application deadline.