**NATIONAL SUN YAT-SEN UNIVERSITY**

**Department of Foreign Languages and Literature**

**Regulations Governing Student Research Achievement Rewards**

Issued by the 1st Department of Foreign Languages and Literature General Meeting on October 12, 2011, 1st Semester of School Year 100.

Amended by the 2nd Department of Foreign Languages and Literature General Meeting on November 9, 2011,1st Semester of School Year 100.

Amended by the 2nd Department of Foreign Languages and Literature General Meeting on December 18, 2012, 1st Semester of School Year 101.

1. These regulations are specifically established to encourage students of the Department of Foreign Languages and Literature to participate in academic research projects.
2. Available rewards include:
	1. Student paper presentation subsidies:
		1. Students presenting their papers overseas may apply for subsidies for domestic transportation costs; receipts are required (including the original copy of Application for Permission to Leave the Country, paper acceptance letter, conference agenda, photocopy of paper and transportation receipts)
		2. Students having attended important domestic academic conferences and presented papers may apply for subsidies for transportation costs and registration fees; receipts are required (including the original copy of Official Trip Application, conference agenda, photocopy of paper, transportation receipts and registration fee receipt)
		3. Students who have papers published may each be awarded a reward of NT$2,000 for each paper; paper offprints shall be submitted. For PhD students, papers for which they are to be rewarded shall be published in academic publications recognized by the department before they may submit applications.
	2. Undergraduate student research achievement rewards: Students who have produced remarkable term papers (at least 85 points or A) for English Writing III (1) or (2) or any specialized courses of the department and recommended by faculty members delivering the courses as worthy of being role models may be rewarded NT$1,000 for each paper. Papers students are to be rewarded for must be fluent and contain at least 2,000 words. The number of students recommended may not exceed 15% of the total number of students of each class (number rounded down to the nearest whole number). Recommended students may apply for rewards before graduation. Each student may apply once only before graduation and a photocopy of the paper after correction and an electronic file of the paper after revision shall be submitted.

Faculty members delivering courses are encouraged to assist outstanding students to apply for funding/subsidies from the Ministry of Science and Technology for university students participating in research projects.

* 1. Ministry of Science and Technology Rewards for “University Student Participation in Research Projects”: Applicants completing the application procedure shall receive NT$1,000 each.
1. Recommendation and application timeline:

Faculty members delivering courses shall present lists of recommended students along with student grade reports at the end of each semester and recommended students shall submit applications within one month after each semester begins.

1. The present regulations shall be implemented following approvals of department general meetings. The same procedure shall be carried out when amendments are to be made.