

國立成功大學邀請國外學者短期訪問補助實施要點

113 年 5 月 22 日 112 學年度第 3 次校務基金管理委員會修正通過

113 年 9 月 11 日第 224 次行政會議修正通過

114 年 11 月 27 日 114 學年度第 1 次校務基金管理委員會修正通過

115 年 3 月 25 日第 230 次行政會議修正通過

一、國立成功大學（下稱本校）為促進國際學術交流，邀請國外學者進行短期研究、訪問、學術演講或諮議科技政策等，特訂定本要點。

二、申請人資格：本校編制內專任教研人員。

三、申請人邀請之國外學者，應具備下列條件之一：

（一）曾獲諾貝爾獎或其他國際重要獎項。

（二）國家院士級學者或相當院士等級之國際知名學者。

（三）學術研究機構或相關領域之傑出學者專家。

四、申請補助範圍：

（一）擔任研討會或研習會之主講人。

（二）進行短期訪問、研究或學術演講。

（三）短期協助進行中之研究計畫或提供科學技術指導，如指導實驗及技術或協助實驗設備建立等。

（四）研究計畫之諮詢。

五、補助期間、項目及金額：

（一）補助期間：訪問研究期間應連續且以不超過三個月為原則，每人每年以補助一次為限。

（二）補助項目與金額：

1. 教學研究費或生活費（含演講費、諮詢費、審查費及顧問費等費用）：依研究發展處（下稱本處）公告之補助邀請國外學者短期訪問日支酬金支給基準表辦理。

2. 往返機票費：擇優補助由國外來訪地點至臺灣最直接航程之往返經濟艙機票費用，應檢據覈實報支。

六、申請方式：申請人應先向校外機構申請補助，並備齊短期訪問申請表、受

邀者學經歷及身分證明文件等，向本處提出。

七、審查程序與標準：

- (一) 本校設國外學者短期訪問審查委員會，置五至九名委員，由校長指派一名副校長擔任召集人，研發長為當然委員，其餘委員由本處推薦校內相關領域學者專家，陳請校長同意後聘任。
- (二) 委員聘期一年，期滿得續聘。
- (三) 委員會每季召開一次為原則。必要時，得以通訊或視訊會議方式召開。
- (四) 審查標準：
 - 1. 學者學術成就。
 - 2. 過去五年曾經與本校合作情形(含共同著作)。
 - 3. 來訪任務及行程安排妥適性。

八、申請人應於來訪國外學者返國後一個月內，向本處提交成果報告。

九、本要點所需經費，由教育部補助款或本校自籌收入項下支應。

十、本要點如有未盡事宜，依相關法令規定辦理。

十一、本要點經校務基金管理委員會及行政會議通過後實施，修正時亦同。

National Cheng Kung University Implementation Guidelines of Subsidies for Inviting International Scholar for Short-Term Visits

Amended and approved by the 3rd University Fund Management Committee Meeting
for the 112th Academic Year on May 22, 2024.

Amended and approved by the 224th Administrative Meeting on September 11, 2024.

Amended and approved by the 1st University Endowment Fund Management
Committee Meeting of Academic Year 114 on November 27, 2025.

Amended and approved by the 230th Administrative Meeting on March 25, 2026.

1. To promote international academic collaboration, NCKU has instituted these guidelines for inviting international scholars to engage in short-term research, academic visits, lectures, or consultations on science and technology policy.
2. Applicant Eligibility : Full-time faculty or research associates employed by NCKU are eligible to apply.
3. Invited international scholars must meet at least one of the following criteria:
 - (1) Recipient of the Nobel Prize or other significant international awards.
 - (2) National academicians or Internationally renowned scholar of a level equivalent to academicians.
 - (3) Distinguished scholars or experts from academic institutions or pertinent fields.
4. The subsidy is intended to support the following activities:
 - (1) Delivering keynote addresses at seminars or workshops.
 - (2) Undertaking short-term visits, research, or academic lectures.
 - (3) Providing short-term assistance with ongoing research projects or offering technical guidance, such as experimental guidance, technical support, or aiding in the establishment of experimental facilities.
 - (4) Offering consultative services for research projects.
5. **Subsidy Duration, Items, and Amount**
 - (1) **Duration:** The visit or research period must be consecutive and generally not exceed three months. Only one subsidy is permitted per scholar per year.

(2) Subsidy Items, and Amount:

- a. Teaching and professional fees or living expenses (including lecture fees, consultation fees, review fees, and advisory fees). The payment shall be administered in accordance with the “Standards for Daily Remuneration for Inviting International Scholars for Short-Term Visits” as announced by the Office of Research and Development (ORD).
- b. Round-trip airfare: Priority is given to reimbursing economy-class airfare for the most direct route between the scholar’s location abroad and Taiwan. Reimbursement will be based on actual receipts.

6. Application Process : Applicants must first apply for subsidies from external organizations. The application must include the short-term visit application form, the invited scholar's curriculum vitae and proof of identity, and be submitted to the Office of Research and Development (referred to as "the Office" hereafter).

7. Evaluation Procedures and Standards :

- (1) NCKU shall establish a Review Committee for Short-Term Visits by International Scholars, consisting of five to nine members. The university president will appoint one vice president as the convener, the Director of the Office will serve as an ex-officio member, and the remaining members will be recommended by the Office from related academic disciplines within the university and approved by the president.
- (2) Committee members shall serve a one-year term, which may be renewable upon expiration.
- (3) The committee shall meet once every quarter, or as necessary, via communication or video conferencing.
- (4) Evaluation Criteria:
 - a. The scholar's academic achievements
 - b. Joint publications with NCKU in the past five years (including co-authored publications).

- c. The appropriateness of the proposed visit duration, tasks, and research objectives.
8. Applicants shall submit a report on the outcomes of the visit to the Office within one month following the invited scholar's return to their home country.
9. The funding for this program shall be derived from subsidies provided by the Ministry of Education or self-generated revenue of the university.
10. Any matters not addressed by these guidelines shall be governed by applicable laws and regulations.
11. The Guidelines shall become effective upon approval by the Endowment Fund Management Committee and Administrative Meeting. Any amendments to the Guidelines shall be subject to the approval of the Endowment Fund Management Committee and Administrative Meeting.

※ The English translation is provided for informational purposes only. In the event of any discrepancy between the English and Chinese versions, the Chinese version shall govern.