

**UNITED COLLEGE  
THE CHINESE UNIVERSITY OF HONG KONG  
2023-2024  
Application Form for International Conference Grant Scheme**

**1. Particulars of the Applicant**

Name	Staff ID No.	Department / Institute / Unit
<i>Prof / Dr / Mr / Ms</i>		
Telephone: _____ Fax: _____ Email: _____ Year of Admission: _____		

**2. Details of the Conference**

Title of the Conference \_\_\_\_\_  
(In English)

\_\_\_\_\_  
(In Chinese)  
(Please translate for publication purpose)

Venue \_\_\_\_\_ (City) \_\_\_\_\_ (Country)

Conference Start Date: \_\_\_\_\_ (DD) \_\_\_\_\_ (MM) \_\_\_\_\_ (YY) End Date: \_\_\_\_\_ (DD) \_\_\_\_\_ (MM) \_\_\_\_\_ (YY)

**3. Details of the Paper(s) / Poster(s) to be Presented**

**(Please provide evidence of acceptance from the conference organizer and abstract of the paper)**

Title(s) of the Paper(s) / Poster(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The paper(s) / poster(s) will be presented by: \_\_\_\_\_  
\_\_\_\_\_

**4. Estimate of Conference Expenses (Please enclose full details from the conference organizer, together with quotations/invoices/receipts of all conference expenses)**

Exchange rate used: \_\_\_\_\_

<i>Item(s)</i>	<i>Estimated Cost (HK\$)</i>	<i>Amount of Support from Other Source(s) (HK\$)</i>	<i>Source</i>	<i>Amount Requested from this Scheme (HK\$)</i>
Registration Fee			*CUHK / Dept	
Travel			*CUHK / Dept	
Accommodation			*CUHK / Dept	
<b>Total Amount (HK\$)</b>				

\* Please delete if inappropriate

5. If the extent of support from your Department or the University is not indicated above, please explain why you have not applied for conference grants from your Department or the University.

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6. Previous Conference Grants Obtained from the College

<u>Title of the Conference(s)</u>	<u>Period</u>	<u>Amount Approved</u>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

7. Applicant's Signature

Signature: \_\_\_\_\_ Date: \_\_\_\_ (DD) \_\_\_\_ (MM) \_\_\_\_ (YY)

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8. Endorsement by Chairman of Applicant's Department/Institute/Unit

Name: Prof / Dr / Mr / Ms \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ (DD) \_\_\_\_ (MM) \_\_\_\_ (YY)

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## **SUPPLEMENTARY INFORMATION ON STAFF CONTRIBUTION TO THE COLLEGE**

### **附加資料 — 教職員對書院貢獻**

United College has been offering various schemes to encourage its staff members on academic pursuit, research, publication and interaction with students. With the increasing demand for such schemes in recent years, the Assembly of Fellow has, at its 100<sup>th</sup> meeting held on 6 June 2008, agreed that College contribution of the applicants be one of the selection criteria in considering applications for various staff schemes.

聯合書院一向為教職員提供不同的資助計劃，以鼓勵教職員在學術、研究、出版及與學生工作方面努力。隨著有關資助的需求日漸增加，院務委員會於2008年6月6日第一百次會議上決定教職員對書院之貢獻將成為考慮各資助計劃批款條件之一。

### **College Contribution / Involvement**

#### **對書院之貢獻及參與**

To support your application, please kindly tick the following box(es) if appropriate:

為支持閣下申請，請在以下適當位置填上 ✓ 號。

- ☐ Dean of Students 輔導長 Year 年資: \_\_\_\_\_
- ☐ Dean of General Education 通識教育主任 Year 年資: \_\_\_\_\_
- ☐ Fellow 院務委員 Year 年資: \_\_\_\_\_
- ☐ Chairperson of College Committee / Task Force with Terms 書院各委員會 / 小組主席及任期
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- ☐ Member of College Committee / Task Force / Selection Panel with Dates 書院各委員會 / 小組 / 評審小組成員及任期
- 
- ☐ Teacher of GEUC Course 擔任書院通識教育課程的導師  
Course Code 課程編號: GEUC \_\_\_\_\_ Year 年資: \_\_\_\_\_
- ☐ Warden of Hostel / Non-residential Hall / Debate Team Warden 宿舍 / 走讀生舍堂堂監 / 辯論隊隊監
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- ☐ Leader of Study Tours 交流團領隊 \_\_\_\_\_
- ☐ College Co-ordinator 書院院系聯絡人 Year 年資: \_\_\_\_\_
- ☐ Assistance to Language Table / Toastmaster Club / Others with Dates 協助書院語文桌 / 國際演講會 / 其他及日期
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- ☐ Attendance in College Activities with Dates 出席書院活動及日期
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- ☐ Anticipated Contribution to United College (for newly admitted College members - three years or below)  
期望對聯合書院的貢獻 (供加入大學三年或以下的新成員填寫)
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**Applicant's Signature 申請人簽署**

**Date 日期**

**Name 姓名:** \_\_\_\_\_

The above information collected would be one of the selection criteria in your application, although the College contribution would not be quantified and no merit system would be derived from the information. Thank you very much.

以上資料只作閣下申請的其中一個考慮因素，書院不會採用計分制及量化書院之貢獻。謝謝!