**Q: How to apply the supporting funding for international conference?**

You can apply the funding from NCKU hospital, and the maximum funding amount will be ten thousand NT dollars. However, whether the application is approved depends on the budget.

**Q: What should I prepare before the conference?**

1. The official document to NCKU hospital (see the attached file).
2. The accepted abstract
3. The accepted letter and invitation from conference

**Q: What should I do after the conference?**

After the conference, please submit relevant documents to those who is responsible for applying for supporting funding from NCKU hospital.

You could choose to provide receipt for one of airfare/ registration fee/ accommodation fee. As followed:

1. air fare

(1)Boarding pass/登機證

(2)Electronic Ticket/電子機票

(3)air fare receipt/機票收據或旅行社開立之代收轉付收據

1. Registration fee

(1) Registration fee receipt/註冊費收據

(2) Credit card receipt (copy)/信用卡收據(影本)

1. Accommodation fee

(1) Accommodation fee receipt(住宿費收據)

(2) Credit card copy/信用卡收據(影本)

1. Your personal seal
2. Passed official document or copy

※If you received the invoice from travel agency, there should be the company registration number 06479649 and財團法人成杏醫學文教基金會 on the invoice or receipt. (旅行社開立之代收轉付收據需列抬頭：財團法人成杏醫學文教基金會及統編：06479649)