

温州肯恩大学文件

温肯大发〔2023〕73号

关于印发《温州肯恩大学学生学术会议资助管理办法（2023年12月修订）》的通知

各部门、各学院：

《温州肯恩大学学生学术会议资助管理办法（2023年12月修订）》已经2023年第十五次党政联席会审议通过，现印发给你们，请遵照执行。

特此通知。

附件：温州肯恩大学学生学术会议资助管理办法（2023年12月修订）

温州肯恩大学

2023年12月12日

附件

温州肯恩大学学生学术会议资助管理办法 (2023年12月修订)

第一条 为鼓励和支持温州肯恩大学学生积极开展科研探索及学术交流，特制订本管理办法。

第二条 本办法适用于所有已注册的温州肯恩大学在校学生。学生学术会议资助适用于学生个人、学生团队形式的申请。

第三条 学生如参加国内外各类专业学会及知名大学所举办的学术会议并成功发表会议论文或作学术报告的，可申请本资助。如参加同一个项目，则以团队形式申请，且每个项目最多资助3名学生。SpF/SpS/SSpF项目或已获得各类科研资金资助的项目不重复享受本资助。

第四条 每名学生每自然年可获得一次资助，上限为2000元，仅可用于会议注册费资助。各学院每三个月将组织一次评审，评定出前20%的优秀会议。若学生个人或团队参加的会议被认定为优秀会议，则每人资助标准增加1000元，可用于交通费、住宿费、会议注册费及签证费等费用的资助。

第五条 资助流程

学生应提前两个月提出参加学术会议申请，经指导老师同意及学院院长审批后，提交科研办（校地合作办）进行资格初审。科研办（校地合作办）于10日内反馈初审结果。

资格初审通过后参加学术会议的方可按后续流程申请资助。学生应于学术会议结束 2 周内(节假日可顺延)向科研办(校地合作办)提交资助申请材料。科研办(校地合作办)按一季度一次统一汇总当季学生申请材料,每季度汇总时间节点分别为 3 月 31 日、6 月 30 日、9 月 30 日、12 月 31 日,相关资助经学院评审委员会评定,科研办(校地合作办)负责人及学术事务副校长终审后实施。

第六条 学生学术会议资助参照费用报销形式实施,申请人应提供符合财务报销规定的票据。经费使用必须符合学校相关规章制度要求。

第七条 本管理办法自 2024 年 1 月 1 日起开始实行,由科研办(校地合作办)负责解释。原《温州肯恩大学学生学术会议资助管理办法(试行)》同时废止。

Wenzhou-Kean University Regulations on Funding for Students Attending Academic Conferences (Modified)

Article 1 The Regulations on Funding for Students Attending Academic Conferences (hereafter referred to as the Regulations) are established to promote and support academic research and participation in scholarly discourse among students at Wenzhou-Kean University.

Article 2 Applicants must be full-time registered students at Wenzhou-Kean University. Funding applies to both individual student and student-team applications.

Article 3 Eligibility for funding is extended to students presenting or publishing papers at academic conferences. A maximum of three students can be sponsored in each project, and team applications are encouraged for the same project. Students from sponsored SpF/SpS/SSpF projects and other granted projects are ineligible for additional funding.

Article 4 Each student is eligible for one funding per natural year, capped at 2,000 RMB, explicitly designated for the conference registration fee. Each college will organize a review every three months to determine the top 20% of outstanding conferences. If a conference is recognized as outstanding, the funding criteria will increase by 1,000 RMB per student, covering additional expenses such as transportation, accommodation, registration fees, visas, etc.

Article 5 Funding Process

Students must submit their conference attendance applications two months in advance. Upon approval from their supervisors and the college dean, the application should be submitted to the Office of Research and Sponsored Programs (Office of Government and Community Outreach) (hereinafter referred to as ORSP (OGCO)) for the initial qualification review. The ORSP (OGCO) will provide feedback on the preliminary examination results within ten days. Only those who pass the preliminary examination can proceed with funding applications in the subsequent process.

Students must submit application materials to the ORSP (OGCO) within two weeks after the academic conference (with provision for holiday extensions). The ORSP (OGCO) will consolidate application materials quarterly, with consolidation deadlines on March 31, June 30, September 30, and December 31. After the college's evaluation committee assesses the sponsorships, final approval will be granted by the head of the ORSP (OGCR) and the Vice Chancellor for Academic Affairs before implementation.

Article 6 Funding follows an expense reimbursement format. Applicants must provide receipts complying with financial reimbursement regulations. All expenses must adhere to the relevant rules and regulations of Wenzhou-Kean University.

Article 7 The regulations come into force upon promulgation (January 1, 2024) and shall be interpreted by the ORSP (ORCO). The original *Wenzhou-Kean University Regulations on Funding for Student Attending Academic Conference (Interim)* should be repealed.