

## Guideline for Academic Year 2024 Student Conference Funding 1<sup>st</sup> period

The Graduate School of Humanities and Social Sciences subsidizes conference registration, participation, transport, accommodation expenses to support graduate students who present their research outcome at domestic and international conferences.

We are inviting applications for the 2024 financial support. Please go through the following details before application.

### 1 Eligibility for application

Students in master's, doctoral and professional degree programs at the Graduate School of Humanities and Social Sciences are eligible to apply for this funding if they meet all the following conditions.

Those who will present the research outcome (oral or poster presentation) as the principal presenter

Those who have not received any financial support from the conference organizer or other organizations for the presentation

Those who have not received any financial support under this funding system for the relevant fiscal year.

Those who were not on leave

### 2 Target conferences, etc

As a general rule, domestic conferences are those that are held at the national level, and the international conferences are those that are held with approximately 100 or more participants, and all the presentations must be peer reviewed.

### 3 Period of target conferences

The dates for the domestic and international conferences, more specifically presentation, must be held between February 1, 2024, and July 31 2024.

Please note that the conference will be held between the end of July and August.

Please note that applications will be accepted even if the presentation date is undecided at the time of application, whether it will be in July or August.

### 4 Subsidy amount

Domestic in Japan      maximum amount of 30,000 yen per person

Outside of Japan      maximum amount of 100,000 yen per person

All or a part of the conference registration, participation, transport, accommodation

fees, will be reimbursed based on the receipts submitted after the conferences.

## 5 Subsidized expenses

Conference registration and participation fees(Annual membership fees are excluded.)

Round-trip transportation expenses to reach the conference venue

(It is limited to the use of public transportation. However, for international academic conferences, it includes the airfare for reaching the airport closest to the venue [including the cost of transportation such as train and bus between the place of departure/



## 7 Application period

From June 1, 2024 (Saturday) to June 30, 2024 (Sunday)

## 8 Selection process

The Research Promotion Committee of the Graduate School of Humanities and Social Sciences will make the selection decision after students are selected by the director of the program to which the students are affiliated.

## 9 Selection results

The applicants will be notified of the result sometime after August 1, 2024. Meanwhile, all applicants should keep the following documents because those, who are selected, will be required to submit them.

Documents showing that you participated the conference

An original receipt for the conference registration and/or participation fees

Original receipts of the transportation and accommodation expenses, airline ticket stubs etc.

## 10 Obligations of those selected

After the presentation, promptly submit a report on the presentation of the research outcome (Appendix Form 1) to the support office in charge of the program of your affiliation by attaching the documents showing your participation in the conference,

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October 2024 can apply for this funding next period, thus, be sure to keep the receipts, etc. in hand. Note that those who are scheduled to complete their studies in