

**Department of East Asian Studies and Graduate Institute of Political Science**  
**National Taiwan Normal University**  
**Guidelines for Student Paper and Academic Research Awards**

2018.9.21 Passed at the 1<sup>st</sup> DEAS-GIPS Affairs Joint Meeting of the 1<sup>st</sup> Semester of Academic Year of 2018

2020.9.18 Passed at the 1<sup>st</sup> DEAS-GIPS Affairs Joint Meeting of the 1<sup>st</sup> Semester of Academic Year of 2020

2020.10.16 Passed at the 1<sup>st</sup> DEAS-GIPS Affairs Joint Meeting of the 1<sup>st</sup> Semester of Academic Year of 2020

**Article 1 Rationale**

The National Taiwan Normal University Department of East Asian Studies Graduate Institute of Political Science (hereinafter referred to as “Institute”) has formulated these *Guidelines for Student Paper and Academic Research Awards* (hereinafter referred to as the “Guidelines”) to encourage the advancement of the Institute’s academic majors and to increase the research capabilities of its students.

**Article 2 Eligibility and Application Criteria**

1. Eligibility: The Guidelines apply to all students enrolled in a doctoral, master’s degree, or bachelor’s degree program at the Institute (not including students on suspension of studies).
2. Application criteria:
  - 1) Students who have published papers in university and/or external seminars/journals or participated in a related academic competition may apply and provide supporting documents by the prescribed application deadline each semester (see attached application form).
  - 2) To receive an award, papers or competition results must be original papers or results published one semester prior to the semester of application (the publication date of journal papers shall be based on the year the work was officially published in a scholarly journal). The applicant must be the lead author, and the university’s name must be the first in the list of institutions the authors represent. Each article may only receive one award.
3. Application deadlines: the end of October and April each year.
4. Number of awards: Awards are generally limited to up to 3 students in PhD programs, 5 students in master’s programs, and 4 students in bachelor’s programs. The number of awardees in each program may be adjusted.

**Article 3 Handling Procedures**

1. Evaluation: Applications shall be evaluated and approved by the Department/Institute Affairs Development Committee. The list of awardees shall be provided to the Institute’s Mentors and Scholarships Meeting for review and

approval of the award amount.

2. Award amount: The award amount shall be reviewed and approved by the Institute's Mentors and Scholarships Committee based on the current year's funding.

Article 4      Source of Funds

The awards shall be supported by the Administrative Guidelines for the Distribution of Scholarship Funds to Reward Academic Distinction at University Departments and Institutes.

Article 5.

These Guidelines shall become effective upon approval at the Department-Institution Affairs Joint Meeting. The same shall apply to any future amendments.

Department of East Asian Studies and Graduate Institute of Political Science  
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Student Paper and Academic Research Award Application

Name		Student ID	
Department (Institute)/Year		Mentor/Advisor	
E-mail		Phone	
Application Category	Supporting Documents		
<input type="checkbox"/> Paper presented at a Seminar	<input type="checkbox"/> Conference Brochure <input type="checkbox"/> Full Paper		
<input type="checkbox"/> Paper published in a scholarly journal	<input type="checkbox"/> Offprint		
<input type="checkbox"/> Participation in an academic competition	<input type="checkbox"/> Information about the academic competition		

Applicant (Signature): \_\_\_\_\_ Mentor/Advisor (Signature): \_\_\_\_\_

Date: (MM/DD/YYYY)

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The following is to be filled out by the Department/Institute  
Development Committee

- ☐ Passed the evaluation and recommended for award  
☐ Not recommended for award

Chairperson, Department/Institute Development Committee  
(Signature): \_\_\_\_\_

Date: (MM/DD/YYYY)