

## Department of Oceanography, National Sun Yat-sen University

### Grant Application Form for Off-Campus Visits, Activities, and Courses

Date of application:            (y)            (m)            (d)

Name of visit/activity/course			
Location		Date of the event	
Lecturer/Leader		Number of participating students	
Summary of visit/activity/course			
Grant items and costs	Grant item		Cost (in NTD)
	Total grant applied		NTD

- Notes: 1. According to a resolution of the Department Affairs Council meeting in the first semester of the 2017–2018 academic year on January 3, 2018: Lecturers organizing off-campus visits or buying consumables for laboratory courses and the student union organizing off-campus activities may submit grant application to the departmental Resource Committee at the beginning of each semester. The Committee will review the application and provide grants on a case-by-case basis.
2. For off-campus teaching or visits, lecturers or leaders must apply rigorous safety measures and choose the travel agency, if involved, carefully.