

Application Guidelines for International Conference Support Program of ISEE, 2024

1. Purpose

International Conference Support Program of Information Science and Electrical Engineering was established to support graduate students to acquire intercultural awareness and global perspectives by presenting their research at an international conference.

2. Eligibility (Those who fall under any of the following ① to ③ and all of ④ to ⑦)

- ① Doctoral Students of Information Science and Electrical Engineering
- ② 2nd year master's degree students who plan to enter the doctoral program
- ③ Master's degree student other than ② (limited to those whose score submitted at the entrance examination or whose score taken within two years prior to this application is over 700 of TOEIC or over 76 of TOEFL iBT)
- ④ Those who present themselves as authors of papers at an international conference
- ⑤ Those who have been recommended by their supervisor
- ⑥ Those who have applying for support from other foundations or projects
- ⑦ Those who plan to travel from Japan

3. Amount of Support

• Amount

- ① On-site: successful applicants will receive up to the amount listed below, depending on the location of the international conference.

Category	Amount	Areas
A	50,000yen	Taiwan, Korea
B	100,000yen	China, Southeast Asia (*1)
C	200,000yen	South Asia (*2), North America(Hawaii), Pacific Islands, Mongolia, Russia (Far East)
D	300,000yen	Oceania
E	350,000yen	North America (excluding Hawaii), Central and South America, Europe, Russia (excluding Far East), Middle East, Africa

*1: Indonesia, Cambodia, Singapore, Thailand, Philippines, Brunei, Vietnam, Malaysia, Myanmar, Timor-Leste

*2: India, Bangladesh, Sri Lanka, Bhutan, Nepal, Maldives, Pakistan

(About Online Participation)

If the conference is held online due to the spread of infectious diseases, or online participation is the only option from the beginning, the lower of the amount of support or the participation fee for online will be supported.

However, if an international research conference can be held onsite but the participants voluntarily participate online, they will not be eligible for support.

4. Application Period

	Start Date of International conference	Application date
I	April 1, 2024 - July 31, 2024	By end of March

II	August 1, 2024 - November 30, 2024	By mid-June
III	December 1, 2024 - March 31, 2025	By mid-October

5. Applications

<Applicants>

Submit the following documents to a department office.

(Application deadlines vary from term to term, so please check the deadlines.)

<Application documents>

- Application form
- Airfare estimate and itinerary (including costs for quarantine measures, etc.)
- Documents showing the date and place of conference
- Notification of acceptance of papers for presentation
- Proof of conference participation fees (if expenses are to be claimed)
- Estimate of domestic travel expenses and plan for interviews, etc. (if Visa is required)
- Documents showing that you have applied for other foundations, projects.
- TOEIC or TOEFL score certificate (if applicable)

6. Selection

Selection of the candidates will be decided based on the recommendations from each department.

7. Responsibilities

Successful Applicants must submit Accomplishment Report to a department office after the conference within one month.

Please note that the report may be posted on the website of the Graduate School of Information Science and Electrical Engineering.

8. Contact

Student Affairs Division (#203, 2nd floor in the West 4 building in ITO campus)

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