**Form 1**

Conference Financial Assistance Application

 Date/Month/Year

To the Dean of Graduate School of Science

I hereby apply for financial support for the conference and have received approval from my academic supervisor (NAME)on (DATE).

 Student ID:

 Department:

 Name:

1. Details of the conference

1-1Name of the conference

1-2Titel of your presentation

1-3Period of the conference

1-4Period of travel

1-5Venue

1-6Place (address)of the venue

1. Describe your presentation plan and state the purpose of attending the conference.

<Notes>

Please attach a copy of the conference program or provide copies of organizer’s website where the conference details, such as name, place, and date are displayed.

The amount you will receive will be determined based on the travel expenses regulations at our university.

Applicants who receive approval for financial support are required to submit Form 3, “Reports of Presentations at Conferences”, and include the air ticket receipt when submitting their application.