

**Study-Aid Subsidy for Academic Conference Presentations
(or Attendance in some cases) by Doctor-course Students 2022
(Second Announcement)**

This subsidy may be used to cover the following cases of presentations in Japan and presentations overseas.

Presentations in Japan:

Members of The Association of Yokohama International Social Science Studies (hereafter AYISSS) may be granted a subsidy on one of following conditions:

- 1) The student of the Doctor's Course makes a presentation at a conference that meets the criteria listed below.
- 2) The student of the Doctor's Course (International and Business Law) makes a poster representation or gives a workshop report at a conference that meets the criteria listed below.
- 3) The student of the Doctor's Course (International and Business Law) attends a conference described below on the premise that he/she publishes his/her research work in a refereed journal while a student.

The amount paid is up to ¥30,000 per person per annual year as travel expenses, hotel expenses, and/or the entry fee for a conference. Conferences covered by the subsidy are as follows:

- 1) The conference is held by an academic society registered in Science Council of Japan (Nihon Gakujutsu Kaigi).
- 2) It is an international conference of an overseas academic society that is held in Japan. These conferences must be held in the same academic year that the application is made and be located over 100 km away from JR Yokohama Station.

Overseas Presentation:

Members of the AYISSS who will make a presentation at a conference organized by an academic society that meets the criteria listed below may be granted a subsidy.

- 1) The academic society exists on an on-going basis and can provide an official program of the conference.
- 2) The conference is held in the same academic year in which the application is made.

The amount paid is as follows:

Area A: China, Taiwan, South and North Korea, Mongolia, Guam, Hawaii, and Saipan
— ¥60,000

Area B: All Asian areas other than the ones listed above, the USA (except for Guam, Hawaii, and Saipan), and Canada
— ¥100,000

Area C: Middle East, Africa, Oceania, Central and South America, Mexico, Europe
including New Independent States (except for areas listed above)
– ¥130,000

Online Presentation

Members of the AYISSS who make a presentation remotely at any of afore-mentioned conferences (when it is held online) may also be granted a subsidy. The amount will be equal to the entry fee for the conference. The amount paid is up to ¥50,000.

Application Procedures

The applicant must submit the designated application form and itinerary (the ‘document to explain your research’ should be submitted in addition to the documents above, if you are applying for overseas presentation subsidy) to the office of AYISSS during the application period before the applicant makes his/her conference presentation or attendance. The applicant is required to submit a photocopy of official document/program as soon as it becomes available. Other necessary documents (presentation handout, boarding pass, receipt, photocopy of passport pages) are to be submitted along with the designated report within a month after the conference.

(Second Announcement)

The application deadline for the Second Announcement is 3:00 PM on **October 31, 2022.**

Presentations in Japan:

- 1) Prescribed application form (including the form for receiving a bank transfer)
- 2) Itinerary
- 3) Receipts for which is applied
- 4) Official documents on which the applicant's name and presentation title are listed
- 5) Stub of boarding pass (or other documents proving your actual riding on the plane, such as a boarding certificate) if travelled by airplane
- 6) A printout of the result page from an internet travel engine (e.g. “JORUDAN”, <http://www.jorudan.co.jp/english/>)
- 7) Copy of registration of submission to a refereed journal (needed only in case you attend a conference to publish your research work in a refereed journal)

Overseas Presentation:

- 1) Prescribed application form (including the form for receiving a bank transfer)
- 2) Document to explain your research, for use in evaluating your application for financial support to make a presentation overseas
- 3) Itinerary
- 4) Official documents on which the applicant’s name and presentation title are listed
- 5) A copy of your presentation handout or similar such items
- 6) Stub of boarding pass (or other documents proving your actual riding on the plane, such as a boarding certificate)
- 7) Receipt of your airfare payment
- 8) Copies of passport pages which have your name and departure and entry stamps, and other documents to prove your travel overseas

Online Presentation

- 1) Prescribed application form (Please write 'Online Conference' in the column for venue.)
- 2) Document to explain your research, for use in evaluating your application for financial support to make a presentation overseas (when you are applying for overseas presentation subsidy)
- 3) Official documents on which the applicant's name and presentation title are listed
- 4) A copy of your presentation handout or similar such items (when you are applying for overseas presentation subsidy)
- 5) Receipt of entry fee for a conference

The result of the screening will be announced by the staff of AYISSS.

An applicant must submit a report in the prescribed form within a month after the conference. An applicant whose report is submitted late will not be selected as an aid recipient, except in cases where there are extraordinary circumstances. The subsidy is provided through bank transfer after the report mentioned above has been submitted to the office of AYISSS.

An applicant can receive a subsidy for only one presentation in the relevant academic year regardless of the venue (domestic, overseas, or online). In the case of students who enroll from the autumn semester, the relevant academic year starts on the first of October and ends at the end of September.

Report and itinerary by applicant shall be minutely checked, and when it is judged that activities and stays irrelevant to the research/presentation are included, the applicant may not be granted subsidy.

An applicant who received a subsidy from a source other than AYISSS will not be selected as an aid recipient. In the case a selected applicant also received a subsidy from a source other than AYISSS, AYISSS can demand a return of the subsidy from AYISSS.

As for overseas presentation, applicants will be screened in consideration of whether or not the applicant has applied for the YNU International Academic Exchange Scholarship, the size of the conference, and the degree to which the academic society operates on an on-going basis.

All requests from applicants may not be met due to budget limitations.

No signature or seal is required on the forms if they are sent from your primary academic adviser to AYISSS by e-mail.