**Overview of Overseas Travel Support**

1. Objective

This program supports participation in international conferences hosted overseas so that program

students in the Leadership Program may present the results of their research.

2. Applicant Qualifications

This applies to program students enrolled in the Leadership Program.

3. Period of Travel

As a rule, travel should be for less than ten days, including round-trip travel. (Within this fiscal year.)

4. Financial Support

Travel expenses are limited to ¥150,000.

5. Scope of Financial Support

The scope of aid is considered to be travel expenses requisite of participation in a conference (travel expenses, lodging, and visa fees) and issued according to the travel expense policies of Hokkaido

University. (http://www.hokudai.ac.jp/jimuk/reiki/reiki\_honbun/u010RG00000482.html)

6. Application Period

Applications will be taken open application system twice a year (April and October) and number of positions are few.

7. Applications

In principle, deadlines for submissions are six weeks prior to departure.

8. Selection

1) The selection is determined by the Student Support Committee.

2) Notification of acceptance or rejection will be sent to the applicant and their supervisor by e-mail.

9. Reporting

Students receiving support are required to submit a report (Form 3) within one month of completing travel abroad. Photographs are recommended to be included in the report. The contents are needed confirmation by student’s supervisor.

10. Expenses

Associated expenses will be allocated as Leadership Program expenses.

11. Other

Obtain travel insurance prior to travel.

12. How to Submit an Application and Report

These documents should be uploaded to the application/report submission management system (https://lp-missions.sci.hokudai.ac.jp/) as a single file in the specified file format.