

ISITA 2024

各位參與者您好：

感謝您們參與即將舉行的 ISITA 2024 研討會！為確保您們能順利獲得簽證並參加此次重要的學術活動，我們需要您們配合完成以下幾項必要步驟：

1. 教育部專案公文申請

為了協助您們辦理簽證，我們將向教育部申請相關的專案公文。請您們提供以下文件，以便我們完成申請：

- Name in Passport (and Chinese Name) (Ex. Jui-Tang Wang/王瑞堂)
- Nationality
- Passport number
- Business or company name (Ex. NTUST, National Taiwan University of Science Technology)
- Job title (Ex. Professor)
- Schedule (Ex. Entry and Exit for Taiwan Trip)
- Plan (Ex. ISITA schedule)
- Flight information
- Vaccination status
- EDAS paper number (for authors)
- Paper title (for authors)
- Confirmation number (for those who have paid the registration fee)

2. 國科會及移民署簽證申請

完成專案公文申請後，我們會協助您們向國科會和移民署提交簽證申請。為確保申請過程順利，後續可能還需要向您索取以下資料：

- 簽證申請所需文件：
 - 上述的專案公文
 - 近期的護照照片（如有要求）
 - 其他可能需要的支持文件（如住宿預訂證明、往返機票等）

3. 參與者面試安排

為了確保簽證申請的完整性及準確性，我們可能需要安排面試。具體的面試時間和地點將另行通知，請保持您的聯繫方式有效，以便我們及時通知您相關安排。

我們非常期待在 ISITA 2024 研討會上見到您，並相信此次研討會將為您提供寶貴的學術交流機會。謝謝您的合作！

ISITA 2024

Dear Participants,

Thank you for registering for the upcoming ISITA 2024 conference! To ensure that you can obtain your visa smoothly and participate in this important academic event, we need your cooperation in completing the following necessary steps:

1. Application for Ministry of Education Project Documentation

To assist with your visa application, we will apply for relevant project documentation from the Ministry of Education. Please provide the following information to complete the application:

- Name in Passport (and Chinese Name) (Ex. Jui-Tang Wang/王瑞堂)
- Nationality
- Passport number
- Business or company name (Ex. NTUST, National Taiwan University of Science Technology)
- Job title (Ex. Professor)
- Schedule (Ex. Entry and Exit for Taiwan Trip)
- Plan (Ex. ISITA schedule)
- Flight information
- Vaccination status
- EDAS paper number (for authors)
- Paper title (for authors)
- Confirmation number (for those who have paid the registration fee)

2. National Science Council and Immigration Agency Visa Application

After completing the project documentation application, we will assist you in submitting your visa application to the National Science Council and Immigration Agency. To ensure the application process goes smoothly, we may also need the following additional information:

- Visa Application Required Documents:
 - The above-mentioned project documentation
 - Recent Passport Photo (if required)
 - Other supporting documents (e.g., accommodation booking confirmation, return flight tickets, etc.)

3. Participant Interview Arrangements

To ensure the completeness and accuracy of the visa application, we may need to arrange an interview. Specific details regarding the interview time and location will be provided separately. Please ensure that your contact information remains current so that we can notify you of the arrangements promptly.

We look forward to seeing you at ISITA 2024 and believe that this conference will provide valuable opportunities for academic exchange. Thank you for your cooperation!

Best regards,