

Application Guidelines for TUT Recommended Candidates of Japanese Government (MEXT) Scholarship 2020 (University Recommendation, General)

Toyohashi University of Technology (TUT) will be accepting applications for the Japanese Government (MEXT) Scholarship 2020 (University Recommendation [General]) as below.

The selected candidates will be recommended to the Ministry of Education, Culture, Sports, Science and Technology (MEXT) as “research students (kenkyū-sei)”. Research students are non-degree-seeking students who conduct research at TUT’s graduate school and receive guidance from their academic advisors.

To enroll in master’s or doctoral programs as degree-seeking regular students, candidates must be selected by MEXT as scholarship grantees, and pass the entrance examination for TUT after they are selected as TUT- recommended candidates at the university’s selection meeting.

If they pass the entrance examination to TUT before their arrival in Japan, TUT will apply for a change of student status and scholarship duration to MEXT, which will enable the grantees to enroll in a master’s or doctoral program from the beginning of their study period in October 2020. Therefore, those who wish to enroll as a regular student in a master’s or doctoral program from the beginning should let their academic advisors know.

If they pass the entrance examination after their arrival in Japan, they can change their student status and extend their scholarship duration to complete their program (up to the standard period of study), provided that their request is approved by MEXT.

1. QUALIFICATIONS AND CONDITIONS (Applicants must satisfy all the following eligibility criteria.)

(1) Applicants: Applicants must be international students of graduate school level who are newly coming to Japan, and must have demonstrated excellent academic achievement, with a grade point average of 2.30 (out of 3.00) or above in their most recent academic degree and will be expected to maintain the equivalent level during the scholarship period. They must also satisfy one of the conditions of "(6) Language ability" below.

(2) Nationality: Applicants must have nationality of a country that has diplomatic relations with Japan. Applicants with Japanese nationality at the time of application are not eligible. However, persons with dual nationality who hold Japanese nationality and whose place of residence at the time of application is outside of Japan are eligible to apply as long as they choose the nationality of the other country and renounce their Japanese nationality before the date of their arrival in Japan.

*Further, applicants must have nationality of countries designated as priority countries by Japanese Government, reflecting the policies of the government aiming at the future development of Japan.

[List of Countries designated as priority countries/ targeted countries and regions of overseas bases for cooperation promotion of studying abroad in Japan](#)

(3) Age: Applicants, in principle, must have been born on or after April 2, 1985. Exceptions are limited to cases in which MEXT deems that the applicant could not apply within the eligible age limit due to circumstances in the applicant’s country (e.g. military service obligation, loss of educational

opportunities due to conditions of war) Personal circumstances (financial situation, family circumstances, state of health, circumstances related to applicant's university or place of employment, etc.) will not be considered for exceptions.

(4) Academic Background: Applicants must satisfy one of the qualification requirements to enter a master's degree program or a doctoral degree program at a Japanese graduate school. (Applicants who are expected to satisfy the requirements with certainty by the time of enrollment are also eligible.)

(5) Fields of Study: Applicants should apply for the field of study they majored in at university or a related field. The field of study must be a subject that applicants will be able to study and research in graduate programs at TUT.

(6) Language Ability:

Applicants must have either Japanese or English language ability and must also satisfy one of the following conditions.

<JAPANESE>

[1] Those who have passed level N2 of the Japanese Language Proficiency Test (JLPT) at the time of entering a regular course.

[2] A person who has been educated where Japanese was used as the primary language, and has completed a curriculum that meets the entrance qualifications for a graduate school master's or doctoral course in Japan.

[3] The host university will confirm that applicants have a Japanese proficiency equal to or greater than the equivalent level required as stated above in [1].

<ENGLISH>

[1] A person who has attained a grade equal to or more than the B2 equivalent of the European Common Language Reference Frame (CEFR) in English at the time of enrollment in a regular course.

[2] A person who has been educated following a curriculum that meets the entrance requirements for a graduate school master's or doctoral course in Japan, with English as the main language.

[3] The host university can confirm that applicants have English proficiency equal to or greater than the equivalent level stated above in [1].

*Only language scores taken within two years of the date of application are valid.

*For those who are recommended as non-regular students, applicants must meet Language eligibility criteria either of **[1]**, **[2]** or **[3]** above.

(7) Health: Applicants must be free from any physical or mental conditions that would impede their studies in Japan. Judged by TUT.

(8) Arrival in Japan: Applicants must be able to leave for and arrive in Japan on the date set by TUT, which is normally October 1st. (It must be within two weeks of the beginning of the Fall semester on October 1.)

(9) Visa Requirement: Applicants must obtain a "Student" visa at the Japanese diplomatic mission in the applicant's country of nationality, and enter Japan with the residence status of "Student." Even if the applicants already have other residence status ("Permanent resident," "Long-term resident," etc.), the applicants must change it to "Student" status and re-enter Japan. Applicants should be aware that, in

cases where they re-apply for their original resident status of “Permanent resident” or “Long term resident” after expiration of their status as a MEXT Scholarship student, acceptance of their application cannot be guaranteed.

(10) Non –eligibility: those who fall under any one of the following categories are ineligible. He/she must withdraw from the scholarship if non-eligibility is identified after the start of the scholarship period.

- [1] Those who are military personnel or military civilian employees at the time of their arrival in Japan or during the period of the payment of the scholarship;
- [2] Those who cannot arrive in Japan by the time designated by TUT;
- [3] Those who are previous grantees of the Japanese Government (MEXT) Scholarship programs (including those who withdrew from the scholarship program after the arrival in Japan), but do not have educational research experience of more than three years from the month following the final payment of the previous scholarship to the month when the payment of this scholarship begins. This does not apply to past grantees of Japanese Studies scholarship nor Japan-Korea Joint Government Scholarship Program for the Students in Science and Engineering Departments who have graduated or are going to graduate from universities in their home countries and past participants in the Young Leaders Program. MEXT Honors Scholarship is not a MEXT Scholarship Program;
- [4] Those who apply to more than one university for programs commencing in 2020 through the Japanese Government (MEXT) scholarship system.
- [5] Those who are, or will be, enrolled in a Japanese university with a residence status of “Student” as a privately-financed international student from the time of application to the MEXT scholarship program until the commencement of the period for payment of the MEXT scholarship. However, this stipulation does not apply to privately-financed international students who, even though they are enrolled, or are planning to enroll, in a Japanese university, verifiably complete their studies before the start of the scholarship payment period, return to their home country at the time of the scholarship application, and acquire a new visa with the “College Student” residence status and come to Japan;
- [6] Those who are planning to receive a scholarship from an organization other than MEXT (including a government organization of their home country) or Japan Student Services Organization (JASSO) after arrival in Japan;
- [7] Those who are expected to graduate at the time of application and cannot satisfy the qualifications and the conditions related to their academic background by the deadline given;
- [8] Holders of dual nationality at the time of application who cannot verify that they will give up Japanese nationality by the time of the arrival in Japan;
- [9] Those whose main aim is to engage in fieldwork or an internship in a country other than Japan after submission of application;
- [10] Those who wish to enroll in TUT only as non-regular students and have no intention to enroll as regular students/ Those who have completed a doctoral course and have no intention of obtaining a degree;

(11) Others: MEXT Scholarship will be granted those who are willing to contribute to mutual understanding between Japan and their home country by participating in activities at schools and communities during their study in Japan while contributing to the internationalization of Japan. They shall also make efforts to promote relations between the home country and Japan by maintaining close relations with the university attended after graduation, cooperating with the conducting of surveys and questionnaires, and cooperating with relevant projects and events conducted by Japanese diplomatic missions after they return to their home countries.

2. PERIOD OF SCHOLARSHIP

The period of scholarship will differ as follows depending on the program that the grantee enrolls in after coming to Japan:

(1) If the grantee enrolls as a research (non-degree-seeking student) after coming to Japan, the scholarship will be payable for 18 months from October 2020 until March 2022.

(2) If the grantee enrolls directly in a master's or doctoral program after coming to Japan, the scholarship will be payable for the period necessary for the grantee to complete their regular program (standard period of study).

(3) If the grantee wishes to advance to a regular program in a graduate school as a regular student, or to proceed to a doctoral program from a master's program, he/she may apply for an evaluation screening for the extension of the scholarship period for advanced study if he/she meets the prescribed standards and has an outstanding academic record. However, the following points should be noted:

[1] A grantee cannot have the period of his/her scholarship extended as a research student.

[2] If a grantee proceeds to a higher level of education without receiving approval for an extension of the period of the scholarship, the scholarship will be cancelled. A grantee may, however, proceed to a higher level of education or continue with his/her study as a privately-financed student.

[3] If a grantee fails an entrance examination during the above mentioned designated period as a research student, his/her period of the scholarship cannot be extended.

[4] In cases where a grantee has applied for the extension of the period of the scholarship, or if a grantee decides to return to his/her country within the original period of his/her scholarship despite the application, in principle, his/her return travel expense will not be covered by the scholarship.

[5] A grantee who proceeds to a regular graduate program from a research student program is not permitted to change his/her affiliation to any other university.

3. SCHOLARSHIP BENEFITS

(1) Allowance: The amounts listed below shall be paid depending on the course enrolled in. The amount of payment is subject to change each fiscal year depending on the Japanese Government budget. The scholarship shall be cancelled if a grantee is absent from the university for an extended period.

[1] Research students: 143,000 JPY per month

[2] Regular students enrolled in master's course: 144,000 JPY per month

[3] Regular students enrolled in doctoral courses: 145,000 JPY per month

(2) Travel Expenses

[1] Transportation to Japan: In principle, MEXT stipulates the travel schedule and route, and provides an economy-class airline ticket for the flight from the international airport closest to the grantee's residence (in principle, the country of nationality) to Narita International Airport or to any other international airport used on the normal route to the accepting university (Chubu Centrair International Airport, Nagoya). The grantee shall bear at his/her own expense all costs related to domestic travel from the grantee's residence to the nearest international airport, airport taxes, airport usage fees, special taxes necessary for travel, travel expenses within Japan (including airline transit costs), travel insurance expenses, carry-on luggage or unaccompanied baggage expenses, etc. The grantee shall also bear at his/her own expense travel and lodging costs incurred in a third country if the grantee must travel to a third country before coming to Japan for visa purposes because there are no Japanese diplomatic missions in his/her country, or if there are no direct flights from the grantee's country of residence to

Japan. MEXT will provide an economy-class airline ticket from the grantee's country of residence to the said third country, and from the third country to Narita International Airport or to any other international airport used on the normal route to the grantee's university (Chubu Centrair International Airport, Nagoya). In principle, the address given in the space for "Residence before arrival in Japan" on the application form shall be recognized as the "residence," and the airplane ticket will be arranged for a flight from the international airport nearest to that address. Except for cases when the grantee must travel to a third country to obtain a visa, MEXT will not provide an airline ticket for cases of travel to Japan from a country other than the grantee's country of residence due to the grantee's personal circumstances.

[2]Transportation from Japan: Based on their Application, MEXT will provide an airline ticket to grantees graduating from their university and returning to the home country by the end of the final month of the period of scholarship (Section 2 above) designated by MEXT. MEXT, in principle, shall provide an economy-class airline ticket from Narita International Airport or the international airport used for the normal route to and from the grantee's university (e.g. Chubu Centrair International Airport, Nagoya) to the international airport (in principle, in the country of nationality) nearest to the returning grantee's residence. The grantee shall bear at his/her own expense all costs related to travel from the grantee's residence in Japan to the nearest international airport, airport taxes, airport usage fees, special taxes necessary for travel, travel expenses within the country of nationality (including airline transit costs), travel insurance expenses, carry-on luggage or unaccompanied baggage expenses, etc.

The returning travel expenses will not be provided by MEXT in case a grantee returns to the home country before the end of scholarship due to personal circumstances, or reasons stated in "4 SUSPENSION OF PAYMENT OF SCHOLARSHIP".

If a grantee continues to stay in Japan after the scholarship period has ended, for instance, gaining employment in Japan, he/she will not be paid travel expenses.

(3)Education fees: Fees for the entrance examination, matriculation, and tuition will be borne by TUT.

4. SUSPENSION OF PAYMENT OF SCHOLARSHIP

Payment of the scholarship will be stopped in the following cases. Should any of the following apply, the grantee may also be ordered to return a part of, or all of, the scholarship paid up to that time. Payment of the scholarship may also be stopped during the period up to the decision on the disposition of the matter.

- [1] A grantee is determined to have made a false statement on his/her application;
- [2] A grantee violates any article of his/her pledge to MEXT;
- [3] A grantee violates any Japanese laws and is sentenced and imprisoned for a period or for a period exceeding 1 year;
- [4] A grantee is suspended from his/her university or receives other punishment, or is removed from enrollment
- [5] It is determined that it will be impossible for a grantee to complete the course within the standard time period because of poor academic grades or suspension or absence from the university;
- [6] A grantee came to Japan without newly acquiring "Student" residence status, or changed his/her residence status to one other than "Student";
- [7] A grantee has received another scholarship (excluding those specified for research expenditures);
- [8] A grantee proceeds to a more advanced level of education without receiving approval for an extension of the period of the scholarship.
- [9] A grantee leaves the university or transfers to another graduate school/university.
- [10] When the academic performance grade point average attained at each point in each year is less than 2.30 or the grading standard set by the university.

5. APPLICATION PROCEDURE

Applicants must first check whether they satisfy other qualifications and conditions, including their grade point average.

If they can confirm that they satisfy all the necessary qualifications and conditions, applicants must look for a prospective supervisor and contact them to consult about their research objectives. The List of Faculty Members on TUT's website is useful for finding a prospective supervisor.

List of Faculty Members: <https://www.tut.ac.jp/english/schools/faculty/>

After obtaining the supervisor's acceptance, send the necessary documents to them before the application deadline.

Application documents submitted to;

Atten: Prof. *** (Your prospective supervisor's name)

Department of *** (your prospective department)

Toyohashi University of Technology, Tempaku, Toyohashi, Aichi, 441-8580, JAPAN

6. APPLICATION DOCUMENTS

(1) 2020 Application form for Japanese Government (MEXT) Scholarship (Template format)

(2) Field of Study and Research Plan (Template format)

(3) Official Academic Transcripts from both undergraduate and graduate schools (Originals or Certified copies)

(4) Certificate of Graduation or Provisional Certificate from both undergraduate and graduate schools (Originals or Certified copies)

(5) Publication list for MEXT Scholarship Application (Template format)

(6) Abstract of Thesis (if completed) or a description of your thesis research in progress

(7) Proof of high performance or good achievement record

*Such as Certificate of Distinction, rank of academic record among the whole class, Grade Point Average (GAP) etc.

(8) Recommendation Letter

*Issued by the Dean of the department or by a person in a senior position at the university. Contact details of the writer must be clearly shown on the letter.

*The name of the addressee in the letter must be "the President of Toyohashi University of Technology". We CANNOT accept a letter with "To Whom May It Concern".

*Applicants now working must also get a letter from their company supervisor.

(9) Photograph (4.5×3.5cm, taken within the past six months, upper body, full-faced, no hats. Write your name and nationality on the reverse side. Digital photograph is also acceptable.) It must be pasted onto the application form.

(10) Certificate of language proficiency

*Score of language proficiency test such as TOEFL, TOEIC, IELTS, or Japanese Language Proficiency

Test, etc. should be presented.

*Certificate to prove that you have completed your entire education with English or Japanese as your primary language.

(11) Photocopy of passport (Pages of the name, nationality and picture of applicant only)

(12) Declaration sheet for MEXT Scholarship Application (Template format)

(13) Check list of documents for Japanese Government Scholarship (Template format)

(14) Academic Performance Entry Sheet (Template format)

Notes:

[1] Documents must be in Japanese or in English. If the certificate is written in a language other than Japanese or English, attach an English or Japanese translation as well as the original.

[2] Where possible, the documents must be prepared using word processing software, and printed doubled-sided on A4 size paper.

[3] Certificates and other official documents must be issued from the university or officials. Photocopies of the documents cannot be accepted unless officially attested.

[4] The documents submitted will not be returned under any circumstances. Applicants must submit certified true copies if they have only one original and cannot get it reissued.

[5] Applications will not be considered if any of the documents are incomplete, incorrect, or lacking supporting evidence, nor will they be considered if they arrive after the deadline.

7. SELECTION METHOD

Applicants will be screened using the submitted documents. Also, prospective supervisors will conduct an online interview, using such services as Skype.

The successful candidates will be decided taking into consideration all aspects of the application, including the relationship between the applicant's university and TUT, their academic performance, the level of their universities and recommendation letters.

8. APPLICATION DEADLINE

Friday, 31 January 2020

9. ANNOUNCEMENT OF RESULT

(1) Selection of TUT Recommended Candidates

Applicants will be notified of the screening results by e-mail by the end of March, 2020 (tentative).

(2) Selection of Scholarship Grantees

Candidates will be notified of the MEXT decision by e-mail by the end of June, 2020 (tentative).

10. For inquiries, please contact:

International Affairs Division,

Toyohashi University of Technology

1-1 Hibarigaoka, Tempaku, Toyohashi, Aichi, 441-8580 JAPAN

TEL 0532-44-6546

E-mail ryugaku@office.tut.ac.jp (Please contact by e-mail if possible.)

*In the event of any discrepancy between the English version and the Japanese version of the terms of

these Application Guidelines, the Japanese version shall prevail.