

MEXT SCHOLARSHIP RECOMMENDATION FORM

Applicant's Name (Please print) :

_____ , _____
(Family name)

_____ (First name)

_____ (Middle name)

To the Applicant : Please write your full name above. Give this form and one of the envelopes marked "confidential" and addressed to yourself to the person you have asked to recommend you. Ask this person to place the completed form in the envelope, seal the envelope, sign across the seal, and send it back to you. Return the unopened envelope with your application to the Japanese Embassy/Consulate General.

To the Applicant and the Recommender : This recommendation will be used for admissions purposes only.

To the Recommender : Please respond to the following questions. Please type or print. After completing this form, place it in the envelope provided, seal the envelope, sign across the seal, and return it to the applicant. This recommendation is a required part of the application process; prompt return to the candidate is important. We appreciate your assistance and would like to assure you that your comments will be carefully considered.

Recommender's name : _____

Title and Institution (if work address used) : _____

Address : _____

Telephone & Facsimile : _____

1. During which period of time have you had the most frequent contact with the applicant? From _____ to _____.

2. What was the nature of your relationship?

3. In what areas does the applicant need improvement or growth?

4. Please comment on the applicant's interpersonal skills. How well does he or she work within a team?

5. How would you describe the applicant's leadership skills?

6. Please comment on the applicant's degree of self-confidence.

7. Please comment on the applicant's personal character.

8. Please indicate your overall evaluation of the applicant.

() Strongly recommend () Recommend () Recommend with reservation () Do not recommended

9. Please make whatever additional comments you wish about the applicant's potential for graduate study in Japan and potential for becoming a responsible, effective person for your country. Additional pages may be attached, and the back page can also be used for comment.

Signature _____ Date _____

NOTES FOR APPLICANTS

APPLICATION DOCUMENTS

For submitting your application, please do read carefully paragraph 10. Application Procedure of the Application Guidelines Japanese Government (MEXT) Scholarship for 2018 (Research Students). You will have to submit all documents required there, **except numbers ② Placement Preference Form (a prescribed form) and ⑦ Medical certificate**. These documents are not necessary for the first application round.

TIMETABLE

1. Initial applications to be submitted to the Ministry of Education, Science and Technology by **May 31st, 2017** at the latest. Applications arriving after this date will not be considered.
2. **Mid of June:** Selected candidates will receive a letter of invitation to an interview (**End of June 2017**) at the Ministry of Education, Science and Technology preceded by a language test (English and/or Japanese). At the interview, candidates will be selected for recommendation to the Monbukagakusho.
3. **December 2017:** Successful applicants will be notified of their acceptance by Monbukagakusho.
4. **February 2018:** Candidates will be given notification of their final acceptance, once their chosen Japanese university has confirmed with Monbukagakusho that a suitable placement is available.

ESTABLISHING CONTACT WITH A JAPANESE UNIVERSITY

1. Applicants have to first find a suitable Japanese university for carrying out their study project by the time of the interview in June. **It is not necessary to have found a Japanese supervisor until the interview.**
2. A list of universities can be obtained at several internet sites:
<http://researchmap.jp/search/?lang=english> (English)
<http://www.mext.go.jp/en/about/relatedsites/title01/detail01/1373673.htm> (English)
http://www.mext.go.jp/a_menu/koutou/ryugaku/kokuhi/tokubetu/07032702.htm (English)
<http://www.jsps.go.jp/j-hakasekatei/saitaku.html> (Japanese)
<http://jglobal.jst.go.jp/> (Japanese)
3. If applicants cannot propose a suitable university by the time of the interview in June he/she will not be considered as a candidate.

Final placement will be decided by Monbukagakusho. No objection by the grantee shall be made regarding the university placement.

DETAILED INFORMATION

For detailed information and application forms visit:

http://www.at.emb-japan.go.jp/kosovo/en/30_culture/010_study/mext_graduate_students.html

SUBMISSION OF APPLICATIONS:

Students should send completed applications to:

Ms. Shpresa Mehmeti

Kosova Center for International Cooperation in Higher Education, Science and Technology

Ministry of Education, Science and Technology

Tel: +381(0)38 211 923

E-mail: Shpresa.Mehmeti@rks-gov.net

For inquires please contact:

Ms. Mag. Katharina Wollmann

Japan Information and Cultural Center

Schottenring 8

1010 Vienna, Austria

Tel.: +43-1-533 8586

E-mail: katharina.wollmann@wi.mofa.go.jp

STUDYING IN JAPAN

JAPANESE GOVERNMENT SCHOLARSHIP PROGRAM FOR GRADUATE STUDENTS

The Ministry of Education, Culture, Sports, Science and Technology (MEXT) is offering scholarships to students of graduate level to study at a Japanese university.

TERM

Research students: 2 years from April 2018 to March 2020 **or**
1 and 1/2 years from October 2018 to March 2020

Degree students: until completion of master or doctoral course
Departure for Japan in April or October 2018

The first 6 months will be devoted to studying the Japanese language if needed

FIELDS OF STUDY

Any field that is related to the field of study the applicant has studied at the previous university

Please note that scholars are not allowed to study a subject in Japan which is NOT related to the subject they graduated in at their home university

QUALIFICATIONS

1. *Nationality:* Kosovo
2. *Age:* born on or after 2 April 1983
3. *Academic background:* University (those who will graduate by March 2018 may apply)
4. *Study Area:* A field the applicant has studied (or is now studying) or a related one
5. *Japanese Language:* Applicants must be eager to study the Japanese language

SCHOLARSHIP BENEFITS

1. Monthly allowance: approximately 143.000 - 145.000 Japanese Yen/month
(amount might be subject to change)
2. Flight ticket (Kosovo – Japan – Kosovo)
3. School fees

APPLICATION DEADLINE: 31st May, 2017

For further details and application forms contact:

Ms. Shpresa Mehmeti, Kosova Center for International Cooperation in Higher Education, Science and
Technology, Ministry of Education, Science and Technology

Tel: + 381 (0)38 211 923, www.masht-gov.net, E-mail: Shpresa.Mehmeti@rks-gov.net

APPLICATION GUIDELINES
JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP FOR 2018
(RESEARCH STUDENTS)

The Ministry of Education, Culture, Sports, Science and Technology (MEXT) offers scholarships to international students who wish to study in graduate courses at Japanese universities as research students (either non-degree or degree students) under the Japanese Government (MEXT) Scholarship Program for 2018 as follows.

1. DEFINITION OF A “RESEARCH STUDENTS”

Those who are enrolled in a master’s course, a doctoral course, or a professional graduate course at a graduate school, or who are conducting research in a specialized field at an undergraduate department, graduate school, institute attached to a university, etc. without the aim of completing the course, or who are receiving preparatory education in the Japanese language and other subjects prior to placement at the university, etc. (Excluding the Young Leaders Program(YLP) students or teacher training students.)

2. FIELDS OF STUDY

Applicants should apply for the field of study they majored in at university or its related field. Moreover, the fields of study must be subjects which applicants will be able to study and research in graduate courses at Japanese universities.

The fields of study may be restricted to particular fields by the Japanese Embassy/Consulate General (hereinafter referred to as the “Japanese diplomatic mission”) in the applicant’s country.

A student who studies medicine, dentistry or welfare science will not be allowed to engage in clinical training such as medical care and operative surgery until he/she obtains a relevant license from the Minister of Health, Labor and Welfare under applicable Japanese laws. Those studying traditional entertainment arts such as Kabuki and classical Japanese dances, or subjects that require practical training in specific technologies or techniques at factories or companies are excluded from this restriction.

3. QUALIFICATIONS AND CONDITION

MEXT is now accepting applications from international students for study in Japan. Our aim is to foster human resources who will become bridges of friendship between the grantee’s country and Japan through study in Japan and who will contribute to the development of both countries and the wider world.

- (1) Nationality: Applicants must have the nationality of a country that has diplomatic relations with Japan. An applicant who has Japanese nationality at the time of application is 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 foreign country and give up their Japanese nationality by the date of their arrival in Japan. Applicant screening will be conducted at the Japanese diplomatic mission in the applicant’s country.
- (2) Age: Applicants, in principle, must have been born on or after April 2, 1983.
- (3) Academic Background: Applicants must be a graduate from a Japanese university or have academic ability equal or superior to that of a Japanese university graduate. A person will be deemed to have academic ability equal or superior to that of a university graduate, if he/she:
 - ① has completed or will complete 16 years of school education in a foreign country (or 18 years of school education if he/she desires to enroll in a doctoral course in the field of medicine, dentistry or veterinary science, or pharmacy which is based on a 6-year course in a department or faculty); or
 - ② is or will be aged 22 or older and has taken an individual entrance qualification examination and has been judged by a Japanese graduate school as being equal or superior in academic ability to a university graduate (or 24 or older if he/she desires to enroll in a doctoral course in the field of medicine, dentistry or veterinary science, or pharmacy which is based on a 6-year course in a department or faculty). Eligible applicants include those who otherwise satisfy or will satisfy qualification requirements for admission to a Japanese graduate school. As a general rule, a person who has completed a doctoral course may not apply unless he/she seeks to obtain a degree.
- (4) Japanese Language Ability: Applicants must be willing to learn Japanese. Applicants must be interested in Japan and be willing to deepen their understanding of Japan after arriving in Japan. Applicants must also have the ability to do research and adapt to living in Japan.
- (5) Health: Applicants must submit a health certificate in the prescribed format signed by a physician attesting that the applicant has no physical or mental conditions hindering the applicant’s study in Japan.
- (6) Arrival in Japan: The applicant shall write in the Application Form either of the arrival periods specified below that he/she desires. In principle, a change in the arrival period is not permitted after the submission of the Application. If the applicant cannot arrive in Japan specified period below for personal reasons, travel expenses to Japan will not be paid. Excluding cases of unavoidable circumstances, if the applicant cannot arrive in Japan by the end of the designated period the applicant must withdraw the offer.
 - ① For international students who start their overseas study in Japan in April, the arrival date should be, in principle, during the period from 1 April to 7 April.

- ② For international students starting their overseas study in September or October, the arrival date specified by the accepting university during the period within two weeks before the starting date of the relevant academic term for that year set by the accepting university.
- (7) Visa Requirement: The applicant shall receive a “Student” visa, as stipulated in Appended Table 1(4) of the Immigration Act, and enter Japan with the residence status of “Student.” In regards to the visa, it should, in principle, be issued at the Japanese Embassy or Consulate in the applicant’s country of nationality.
- (8) While the applicant is studying in Japan, he/she shall contribute to mutual understanding between Japan and the home country by participating in activities at schools and communities with the aim of contributing to the internationalization of Japan. The applicant shall 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 after the return home, and cooperating with all relevant projects and events conducted by Japanese diplomatic missions in the applicant’s country.
- (9) Any applicant who meets any or all of the following conditions is ineligible. If identified after the start of the scholarship period, the applicant will be required to withdraw from the scholarship.
- ① Those who are military personnel or military civilian employees at the time of their arrival in Japan;
 - ② Those who cannot arrive in Japan during the period designated by MEXT or the accepting university;
 - ③ An applicant who is a previous recipient of a Japanese government scholarship, but does not have educational research experience exceeding more than three years from the first day of the month following the final payment of the previous scholarship to the beginning of the payment of this scholarship, as of April 1, 2015. This does not apply to the past recipients of Japanese studies scholarships and 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;
 - ④ Those who are already enrolled in a Japanese university with a residence status of “Student,” or who are enrolled, or plan to enroll, in a Japanese university as a privately-financed international student from the time of application to the MEXT scholarship program in the applicant’s country until the commencement of the period for payment of the MEXT scholarship. However, this stipulation does not apply to those who, even though they are currently studying as a privately-financed student in Japan, verifiably complete their studies within the end of the fiscal year and return to their home country;
 - ⑤ Those who are planning to receive scholarship money from an organization other than MEXT (including a government organization of the applicant’s country) on top of the scholarship money provided by MEXT after the arrival in Japan;
 - ⑥ Applicants who are expected to graduate at the time of application and cannot satisfy the qualifications and the conditions related to academic background by the deadline given;
 - ⑦ 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; or
 - ⑧ Those who change their residence status to that of other than “Student” after their arrival in Japan.
 - ⑨ Those wishing to engage in fieldwork or an internship in a country other than Japan after submission of Application.

4. PERIOD OF SCHOLARSHIP

- (1) Non-regular students (research students, credited auditors, auditors, etc.)
- In the case of research students, credited auditors, auditors, etc. (hereinafter, “research students” [non-regular students]):
- In the case of arrival in April 2018: maximum of two years from April 2018 until the end of March 2020.
 - In the case of arrival in September or October: From September or October 2018 until the end of March 2020.
- (In either case, the above-mentioned the period of scholarship includes a 6-month period of Japanese language training for grantees who require such training.) In cases of arrival in Japan other than those periods specified above, MEXT will decide such cases separately on a special basis.
- (2) In the case of regular students enrolled in graduate school master’s, doctoral, or professional graduate courses:
- Regardless of the date of arrival, the scholarship period shall be the necessary period for the completion of the regular program of the respective courses stipulated above (see 9.(4) to (6) for the standard period of study for each course). For those requiring preparatory education, a 6-month preparatory education period will be separately added.

5. EXTENSION OF PERIOD OF SCHOLARSHIP

For those wishing to advance to a regular course in a graduate school as a regular student from their status as a non-regular student (research student), or those wishing to proceed to a doctoral course from a master’s course or a professional graduate course, an evaluation screening to consider the extension of the period of scholarship, contingent on the acceptance to the course, for students with particularly excellent academic records who have met the prescribed standards is sometimes conducted and the period of scholarship is extended. All applicants are not granted extensions. However, note the following;

- ① A grantee cannot have the period of his/her scholarship extended as a Research Student (non-degree) course.
- ② A person who is accepted for a higher-level course without receiving approval for the request of the extension of the

period of scholarship will not be able to have his/her period of scholarship extended. (However, it is possible for a grantee to be accepted and enroll in the higher-level course as a privately-financed student.)

- ③ A Research Student(non-regular students) is not eligible to apply for an extension of the scholarship period if he/she cannot proceed to master's or doctoral course by the end of the term of the Research Student's scholarship. However, if he/she withdraw traveling costs (transportation from Japan), they are eligible to apply for an extension of the scholarship period. Regular students enrolled in master's or doctoral course in April 2020 and returns to his/her home country within the fixed period after the expiration of his/her scholarship can also apply 6. (3)② for transportation costs to travel back to their home country as stated below.

6. SCHOLARSHIP BENEFITS

- (1) Allowance: 143,000yen (Research Students (non-regular students), 144,000yen (regular students in Master's courses or professional graduate courses), or 145,000yen (regular students in doctoral courses) per month. In case that the recipient research in a designated region, 2,000 or 3,000 yen per month will be added. The monetary amount each year may be subject to change due to budgetary reasons. The scholarship is cancelled in principle if the recipient is absent from the university for an extended period. The scholarship will be also cancelled in principle in the following situations. If the recipient has been receiving the scholarship despite his/her falling under any of the following situations, the recipient will be ordered to return the amount of scholarship that he/she received during the period wherein he/she was involved with any of the following situations.
- ① The recipient is determined to have made a false statement on his/her application;
 - ② The recipient violates any article of his/her pledge to the Minister of Education, Culture, Sports, Science and Technology;
 - ③ The recipient violates any Japanese laws and is sentenced to imprisonment with or without work for life or for a period of exceeding 1 year.
 - ④ The recipient is expelled from his/her university or preparatory educational institution or receives other punishment, or is removed from enrollment; (The scholarship payment may be stopped during the period up until punishment is decided by the university, etc.)
 - ⑤ It has been determined that it will be impossible for the recipient to complete the training course within the standard time period because of poor academic grades or suspension or absent from the university;
 - ⑥ The recipient's residence status has changed to one other than Student as defined in the Appended Table I-4 of the Immigration Act;
 - ⑦ The recipient has received a scholarship from another institution (excluding those specified for research expenditures).
 - ⑧ If he/she proceeds to a more advanced level of education without receiving approval for an extension of the period of the scholarship.
- (2) Tuition and Other Fees: Fees for the entrance examination, matriculation, and tuition at universities will be paid by MEXT. The entrance examination fee will not be paid by MEXT if the recipient cannot proceed to the master's or doctoral course or cannot be admitted by the university.
- (3) Traveling Costs
- 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 recipient's residence (in principle, the country of nationality) to Narita International Airport or to any other international airport on the normal route to the accepting university. 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, 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. In principle, MEXT will not provide the airline ticket in cases when the grantee arrives in Japan from a country other than the country of nationality because the grantee had moved to the country before the arrival in Japan.
 - ② Transportation from Japan: Grantees shall graduate the accepting university and return to the home country by the end of the final month of the period of scholarship (Section 4 above) designated by MEXT. Based on the Application by the grantee, 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 accepting university to the international airport (in principle, in the country of nationality) nearest to the returning recipient's residence. The grantee shall bear at his/her own expense all costs related to travel from the grantee's residence 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, etc.

Note 1: In principle, transportation costs to return to home country are not paid if the student who wish for admission in April 2020 and failed or withdrew to proceed to a regular graduate course for a degree from a Research Student (non-degree) course, or to a doctoral course from a master's course or a professional graduate course, despite applying for extension of the period of the scholarship, as stated "5. EXTENSION OF PERIOD OF SCHOLARSHIP ③," so please note this when applying for such an extension.

Note 2: Should the grantee return to the home country before the end of period of scholarship due to personal circumstances, or reasons (1) ①~⑧ above, MEXT will not pay for the return travel expenses.

Note 3: If a grantee continues to stay in Japan after the scholarship period has ended, he/she will not be paid travel expenses to return to the home country for a temporary return.

7. FIRST SCREENING, ACQUISITION OF ADMISSIONS LETTER

(1) The Japanese diplomatic missions will conduct a primary (preliminary) screening of applicants by means of submitted application documents, written examinations (language) and interviews.

(2) Written examinations will be English and Japanese language tests. The Japanese and the English language examinations must be taken by all applicants.

Note 1: The result of the Japanese language examination will be used as reference data for placement at a university and for Japanese-language education to be provided upon the applicant's arrival in Japan.

Note 2: In particular, if an applicant with limited proficiency in Japanese desires to pursue studies in fields such as Japanese linguistics, Japanese literature, Japanese history, or Japanese law —fields that require sufficient knowledge of the Japanese language — he/she will not be selected as a grantee unless there are exceptional circumstances.

(3) The following policy will apply to each stage of screening:

① Application documents: Must show that the applicant's academic achievement at the university he/she last graduated from equaled or exceeded the minimum specified level, and state the applicant's desired research program in a detailed and concrete manner.

② Written examination: Must show that the applicant obtained scores that cleared the fixed cut-off level in either Japanese or English.

③ Interview: Must reveal that the applicant has a clear sense of purpose relating to his/her study in Japan and has gathered information about Japanese universities. The interview must also reveal that the applicant has sufficient Japanese or English language ability to communicate with his/her adviser in Japan. If the applicant desires to study a subject that requires advanced Japanese language proficiency, the interview must show that the applicant has a considerable degree of Japanese language proficiency.

(4) The date and time of the notification of the results of the First Screening will be specified separately by the Japanese diplomatic missions in the applicant's country; the reasons for the results of the screening will not be announced. Those who pass the First Screening will not necessarily be selected as recipients of the MEXT Scholarship.

(5) The applicants who pass the First Screening shall directly contact the Japanese universities they wish to apply to (maximum of three) after the notification of the First Screening results by August 31 (Thurs.) in order to request the issuance of the admissions letter as a regular student at a graduate school or a non-regular student (research student), and the acceptance agreement (hereinafter, admissions letter) as a regular student at a graduate school or a non-regular student (research student). (A request to the Japanese university for issuance of the admissions letter made on September 1 or after is not permitted. Moreover, since August 31 is not the deadline for the issuance of the acceptance letter, a request to the university for the issuance may not be made.) Regarding the obtaining of the admissions letter, applicants may receive information from the Japanese diplomatic mission on contact addresses for the departments in charge of overseas universities at the various universities, the websites of universities and researchers, and so on.

(6) When requesting the letter of admission from the university, please directly submit to the university the complete set of documents submitted to the Japanese diplomatic mission (application, transcript of grades at own university, statement of applicant's major field and research plan, etc.; documents will stamped by the Japanese diplomatic mission and returned) and the certificate verifying passage of the First Screening. Please submit any other necessary documents requested by the university.

(7) Please always report the response from the universities to the Japanese diplomatic mission. Moreover, submit the final Placement Reference Form based on the responses from the universities to the Japanese diplomatic mission by the specified date.

8. SECOND SCREENING AND PLACEMENT AT UNIVERSITY

(1) MEXT conducts the Second Screening based on the results of the First Screening conducted by the Japanese diplomatic mission in the applicant's country, and selects the recipients of the MEXT Scholarship who have decided the university to which they wish to be placed. An application may be rejected if it arouses concern over proliferation of weapons of mass destruction (WMD) and related items, e.g. a case where it is highly possible that the applicant will receive the technology that is controlled pursuant to United Nations Security Council resolutions, or that any WMD-related technologies will be transferred to an applicant who belongs to (an) organization(s) on the End User List published by the Ministry of Economy, Trade and Industry of Japan (METI).

- (2) Candidates who successfully pass the Second Screening will, in principle, be placed at the university from which the candidate has received an admissions letter. MEXT will hold consultations with the three preferred universities listed in the applicant's Placement Reference Form. The grantee will be placed at the university that approves the admittance of the grantee as result of the consultation. However, should the candidate wish to enter either a public or a private university and not a national university, the candidate's preference specified in the Placement Preference Form may not be met due to restrictions on the Japanese government's budget preventing the covering of higher tuition and other costs at such universities. Any objection by the candidate to the decision on the university placement will not be accepted.
- (3) Candidates who receive an acceptance letter for admittance to the regular course at a graduate school will be directly placed in the said regular course without going through the period of the non-regular student (research student).
- (4) If a grantee is judged by the accepting university not to have adequate Japanese language proficiency to understand lectures or research guidance for experiments or practical training at the university, the grantee will be placed in a Japanese-language training course at an institution designated by the university of placement or MEXT for the first six-month period after the arrival in Japan. Upon completion of the Japanese language training, the grantee will enter the university of placement for advanced education. However, if the grantee's record of achievement in the language course is poor and the grantee is judged to be incapable of receiving advanced education, the scholarship payment will be stopped. (See 4. PERIOD OF SCHOLARSHIP.)
- (5) If a grantee is deemed by the accepting university to possess sufficient Japanese language proficiency to conduct his/her research, the grantee may directly enter the university of placement as a regular student or a non-regular student (research student, etc.)
- (6) Applicants will be notified by the Japanese diplomatic mission of the final results of the Second Screening and the result of the university placement for successful candidates from November to February the following year. Moreover, any objections to the decision on the university of placement will not be accepted.

9. UNIVERSITY ADMISSION AND ACQUIRING OF DEGREES

- (1) If a grantee desires to move on to a regular course for a degree from a Research Student (non-degree) course, or to a doctoral course from a master's course or a professional graduate course, he/she needs to take an entrance examination administered by the relevant university and pass it. To continue receiving the MEXT scholarship after advancing to a higher level, the grantee must undergo another screening examination and be awarded an extension of the scholarship. (See 5. EXTENSION OF PERIOD OF SCHOLARSHIP.) A grantee cannot apply for an extension of the scholarship period while enrolled in a Research Student (non-degree) course.
- (2) If a grantee desires to advance to a regular course for a degree from a Research Student (non-degree) course, in principle, he/she must move on to the graduate school of the university at which he/she is studying as a Research Student. If proceeding to the graduate school is deemed to be inappropriate given the grantee's major field or ability, he/she may be allowed to transfer to another graduate school, provided that, he/she is admitted to it.
- (3) Although the entrance examinations to graduate school vary depending on the university, assessment of the applicant's foreign language competence, grasp of the specialized subject for study, plans for the graduation thesis, etc. are normally included.
- (4) Under the educational system of Japan, a typical master's degree course lasts for two years subsequent to graduation from a university (i.e. after completion of 16 years of school education), and a typical doctoral degree course lasts for three years after completion of a master's course. If a student has completed such a two-, or three-year course, obtained the necessary credits, and passed the final examination after submitting his/her graduation thesis, he/she will be granted the relevant degree.
- (5) In the fields of medicine, dentistry and veterinary science, and pharmacy which is based on a 6-year course at a department or faculty, most of the universities offer only 4-year doctoral courses. For admission to such a doctoral course an applicant is required to have completed 18 years of school education. If an applicant completed 16 years of school education, he/she is required to have engaged for two or more years in research activities at universities or research institutions subsequent to completion of the 16 years of education, and to be deemed by a graduate school in Japan as being academically equal to an applicant who completed 18 years of formal education.
- (6) Professional graduate schools were opened in 2003 with the aim of developing individuals with deep knowledge and outstanding ability in their field in order to support professions that require sophisticated expertise. The standard required duration of study is two years. In some fields of study, the duration is less than two years but more than one year. Upon completion of the course a master's degree (specialized occupation) is conferred. Among the professional graduate schools are "graduate schools of law." These schools require a standard duration of study of three years. Upon completion of the course a student will be granted the degree of "Doctor of Law (specialized occupation)."

10. APPLICATION PROCEDURE

Applicants must submit the following documents to the Japanese diplomatic missions by the required date. The submitted documents will not be returned.

No.	Documents	1 original	2 copies	Remarks
①	Application form	○	○	Please use the FY2018 application form. (See 4 below.)
②	Placement Preference Form (a prescribed form)	○	○	Please use the FY2018 application form. (See 4 below.)
③	Field of Study and Research Program Plan (a prescribed form)	○	○	Please use the FY2018 application form. (See 5 below.)
④	Certified grade transcript for each academic year from the last university attended	○	○	A transcript issued either by alma mater or by applicant's national government. (See 6 below.)
⑤	Graduation certificate or degree certificate of the last university attended	○	○	An attested document certifying that the applicant will graduate from the school. (See 7 below.)
⑥	Recommendation from the president/dean or the adviser of the last university attended	○	○	Free format, samples available.
⑦	Medical certificate	○	○	Please use the FY2018 application form.
⑧	Abstracts of theses	●	●	If applicant has written. (See 8 below.)
⑨	Recommendation from the present employer	●	●	If applicant is currently employed. (free format, sample available)
⑩	Photograph(s) showing applicant's own works of art or a recorded CD of musical performance	●	●	Only for those majoring in fine arts or music.

Note 1: Documents indicated by the black circle (●) should be submitted only by the applicant.

Note 2: These documents must be written in Japanese or English, or translations in either of these languages should be attached.

Note 3: Number the documents(① through ⑩) in the right upper corner.

Note 4: Please use the fiscal 2018 versions of the Application Form and the Placement Preference Form. The applicant's photograph to be attached to the Application Form should be of clear quality, taken within six months of submission, and printed on paper specially for photographs. The photograph should be 4.5 x 3.5 cm., upper-body, full-faced, no hats. Please write applicant's name and nationality on the back of the photograph. Applicants may also paste the photograph data to the Application Form and print out the Application Form.

Note 5: The Field of Study and Research Program Plan should describe concretely and in detail the applicant's own research program because it will serve as important material for placement of the applicant at a university. Use FY 2018 form.

Note 6: The academic transcripts of the last university attended should show the grade scale applied and the grades earned by the applicant in all the subjects studied for each year of study at a university department/faculty and graduate school. (A degree certificate or a graduation certificate simply showing the ranking of the applicant at graduation will not substitute for academic transcripts.)

Note 7: The graduation certificate and the degree certificate obtained from the last university attended may be photocopies, provided that, the copies are attested by an authorized person of the university. Do not submit original as no submitted certificates will be returned.

Note 8: For abstracts of the theses, abstracts of the graduation thesis and any presented papers will suffice. Please note that these abstracts will be used as basic data for evaluation of the applicant's academic ability.

11. NOTES

- (1) The recipient is advised to learn, before departing for Japan, the Japanese language and to acquire some information about Japanese weather, climate, customs, university education, and conditions in Japan, as well as about the difference between the Japanese legal system and that of his/her home country.
- (2) As the first installment of the scholarship payment will be made from one month to one and a half months after the grantee's arrival in Japan, the grantee should bring at last approximately US\$2,000 with him/her to Japan to cover immediate living expenses and other necessary expenses.
- (3) Recipient must enroll in National Health Insurance (NHI) upon arrival in Japan.
- (4) Accommodations:
 - ① Residence halls for international students provided by universities.
Some universities have residence halls for international students. The recipients enrolled at such universities may reside at these residence halls under certain conditions. However, due to the limited number of rooms, some of these facilities may be unavailable.
 - ② Private boarding houses or apartments:
Those who are unable to find accommodation in the aforementioned facilities may live in regular dormitories of the university or in private boarding houses/apartments. It is difficult for recipients with dependents to find appropriate housing in Japan. The recipient is requested to arrive in Japan alone first to secure housing before having his/her spouse and/or family come to Japan.
- (5) Information regarding the MEXT Scholarship recipient (name, gender, date of birth, nationality, accepting university/graduate school/undergraduate school, field of specialty, period of enrolment, career path after completion of scholarship, contact information [address, telephone number, e-mail address]) may be shared with other relevant government organizations for the purpose of utilization for international students programs implemented by the Japanese Government (support during period of study in Japan, follow-up survey, improvement of the international student system). Former recipients of MEXT Scholarships are asked to cooperate with any possible requests from the Japanese Government for the provision of relevant information after the recipient's graduation in Japan.
Information regarding MEXT Scholarship recipients (excluding date of birth and contact information) may be included in publicity materials prepared by the Japanese Government for promoting the acceptance of international students in Japan, particularly in order to introduce former MEXT Scholarship recipients who are playing active roles in countries around the world. These matters are included in the Pledge stipulating rules and regulations which MEXT Scholarship recipients must comply with and submit when they have been granted the Scholarship. Excluding exceptional circumstances, only those concurring with these conditions will be accepted as MEXT Scholarship recipients and will be granted the Scholarship.
- (6) The English texts attached to the Application Guideline and the Application Form are for convenience only. The Japanese versions of the Application Guideline and the Application Form take precedence, and any English expressions do not change the Japanese content so if there are any questions about the content of the written text, those should be inquired at the Japanese diplomatic mission in the applicant's country.
- (7) More detailed information on this scholarship program is available at the Japanese diplomatic missions in the applicant's country.
- (8) In addition to the regulations stipulated in this guideline, those that are necessary to implement the Japanese Government Scholarship are determined by the Japanese government.

2018年度日本政府(文部科学省)奨学金留学生申請書 (研究留学生)

2018 APPLICATION FOR JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP
(RESEARCH STUDENTS)

INSTRUCTIONS

1. Type application, if possible, or write neatly by hand in block letters.
 2. Use Arabic numerals.
 3. Write years in western calendar.
 4. Write proper nouns in full without abbreviation.
- ※ Personal data entered in this application will only be used for scholarship selection purposes, and contact information such as email addresses will only be used to create academic networks after the applicant is selected and by the Japanese government to send out information when needed.

記入上の注意

1. タイプまたは手書きでブロック体で明瞭に記入すること。
 2. 数字は算用数字を用いること。
 3. 年号はすべて西暦とすること。
 4. 固有名詞はすべて正式な名称とし、一切省略しないこと。
- ※本申請書に記載された個人情報については、本奨学金の選考のために使用するほかは、特にemailアドレス等の連絡先については、採用後における関係者のネットワークを作ること及び必要に応じ日本政府より各種情報を送信する以外には使用しない。

1.氏名Name	自国語 Native language	Surname (姓)	Given name (名)	Middle name (ミドルネーム)
	アルファベット Alphabet	Surname (姓)	Given name (名)	Middle name (ミドルネーム)

※綴りはパスポートの表記と同一にすること Write your name exactly as it appears in your passport.

2.性別 Gender	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female	3.結婚歴 Marital Status	<input type="checkbox"/> 独身 Single <input type="checkbox"/> 既婚 Married	写真(4.5cm×3.5cm) Photo Paste your photo or digital image taken within 6 months. Write your name and nationality on the back of the photo. 6ヶ月以内に撮影した写真またはデジタル画像を貼ること。写真の裏面に名前と国籍を書くこと。	
4.国籍 Nationality					
5.日本国籍 Japanese Nationality	<input type="checkbox"/> 無 NO	<input type="checkbox"/> 有: 離脱予定年月 YES: expatriation date	2 0 年 yy mm		
6.生年月日 Date of Birth	年 yyyy	月 mm	日 dd	年齢 (2018/4/1現在) Age (As of April 1, 2018)	歳 yrs
※原則として1983年4月2日以降に出生した者 Applicants in principle must have been born on or after April 2, 1983.					

7.(1)現住所 Current Address	国名 Country
(2)渡日前住所 Your address before departure for Japan	国名 Country
(3)電話番号 Phone number	(4) Email

※可能な限り、渡日前～日本留学中～帰国後にわたり使い続けることが予想されるemailアドレスを記入すること。
If possible, write an email address that can be used continuously before, during and after your stay in Japan.

(5)現住所が日本または国籍国以外の場合 If you currently reside in Japan or outside your home country	日本にいる場合、現在の在留資格の種類 If residing in Japan, what is your current visa status?	
	採用後は、原則として、国籍国の在外公館で査証申請をし、国籍国発の日本行き航空券が支給されることを理解しているか? Do you understand that, in principle, after acceptance you will apply for a visa in a diplomatic office in your home country, then be issued a plane ticket from your home country to Japan?	<input type="checkbox"/> はい YES <input type="checkbox"/> いいえ NO
	国籍国への帰国の時期 When will you return to your home country?	2 0 年 yy mm

8.過去の奨学金受給歴 Past awarded record

過去に国費外国人留学生に採用されたことがあるか。 ある場合、その期間・受入大学名等を記入のこと。 Have you been awarded a Japanese Government (MEXT) Scholarship in the past? If "YES", please specify the period, the name of the university, etc.	<input type="checkbox"/> はい YES	期間 Period	年 y	月 m	～	年 y	月 m
	<input type="checkbox"/> いいえ NO	種類 Type					
	大学 University						

※過去に受給した奨学金が文部科学省奨学金に該当するか否か不明の場合は事前に在外公館に相談すること。文部科学省奨学金の学部、高専、専修学校等の修了者で終了後3年以上の教育研究の経歴がない者は応募できない。

※If you are unsure whether previously awarded financial aid corresponds to a MEXTscholarship or not, please consult in advance with a Japanese diplomatic office. Former MEXT students of undergraduate, technology college, specialized training college courses) cannot apply unless you have experience of education/research for more than 3 years after completion of the study in Japan.

<p>9.本制度による奨学金と重複し、日本政府(文部科学省)以外の機関(自国政府機関を含む)から奨学金等を受給、または受給予定であるか。 Are you receiving or scheduled to be receiving any scholarship from any organization other than the Japanese Government (MEXT) (including an organization of your home country government) that overlaps with the MEXT Scholarship?</p>		<input type="checkbox"/> はい YES	<input type="checkbox"/> いいえ NO							
<p>※「はい」の場合、本奨学金と他の奨学金の併給は認められないため、本制度に採用後は他の奨学金の受給を停止しなければならないことを理解しているか。 <input type="checkbox"/>はい ※If YES, do you understand you must cancell other scholarships after selected for MEXT Scholarship Student since it is not allowed to receive other scholarships together with the MEXT Scholarship. <input type="checkbox"/>YES</p>										
<p>10.他の奨学金に応募又は他の奨学金を受給している場合は、その名前、期間、金額等を記すこと。 If you are receiving or applying for other scholarships, please specify the name of the sponsor, scholarship period, scholarship amount, etc.</p>										
<p>奨学金名 Name of the scholarship</p>										
<p>11. 学歴 Academic record</p>										
<p>INSTRUCTIONS</p>										
<p>1. Exclude kindergarten education and nursery school education.</p>		<p>1. 幼稚園・保育所教育は含まれない。</p>								
<p>2. Preparatory education for university admission is included in upper secondary education.</p>		<p>2. 「大学予備教育」は後期中等教育に含まれる。</p>								
<p>3. If the applicant has passed the university entrance qualification examinations, indicate this in the Remarks column.</p>		<p>3. 「大学入学資格試験」に合格している場合には、その旨「特記事項」欄に記入すること。</p>								
<p>4. Any school years or levels skipped should be indicated in the Remarks column. Example: Skipped senior year for the early graduation.</p>		<p>4. 「飛び級」をしている場合には、その旨を「特記事項」欄に記入すること。 (例)高校3年次を飛び級により短期卒業)</p>								
<p>5. If you attended multiple schools at the same level of education due to moving house or readmission to university, then write the schools in the same column and include the number of years of study and current status for each school.</p>		<p>5. 住居の移転や大学の再入学等を理由に、同教育課程で複数の学校に在籍していた場合は、同じ欄に複数の学校の在籍を記載し、すべての修学状況を修学年数に含めること。</p>								
<p>6. Calculate and write the total number of years studied based on duration as a student. (including extended leave such as summer vacation)</p>		<p>6. 修学年数合計は在籍期間を算出し、記入すること。(長期休暇も含める)</p>								
<p>7. You may use a separate piece of paper if the below space is insufficient. In such a case, please stipulate that the information is on a separate page.</p>		<p>7. 下記に書ききれない場合は、別紙に記入することも可能。しかしその場合は、別紙に記入する旨を明記すること。</p>								
<p>初等教育 (小学校) Primary Education (Elementary School)</p>	<p>学校名 Name</p>									
	<p>所在地 Location</p>	<p>州・省State/Province</p>	<p>市・町 City/Town</p>							
	<p>入学 From</p>	<p>年 y</p>	<p>月 m</p>	<p>～</p>	<p>卒業 To</p>	<p>年 y</p>	<p>月 m</p>	<p>修学年数 Duration</p>	<p>年 yrs</p>	<p>か月 mons</p>
	<p>特記事項 Remarks</p>									
<p>前期中等教育 (中学校) Lower Secondary Education (Middle School/Junior High School)</p>	<p>学校名 Name</p>									
	<p>所在地 Location</p>	<p>州・省State/Province</p>	<p>市・町 City/Town</p>							
	<p>入学 From</p>	<p>年 y</p>	<p>月 m</p>	<p>～</p>	<p>卒業 To</p>	<p>年 y</p>	<p>月 m</p>	<p>修学年数 Duration</p>	<p>年 yrs</p>	<p>か月 mons</p>
	<p>特記事項 Remarks</p>									
<p>後期中等教育 (高校) Upper Secondary Education (Senior High School)</p>	<p>学校名 Name</p>									
	<p>所在地 Location</p>	<p>州・省State/Province</p>	<p>市・町 City/Town</p>							
	<p>入学 From</p>	<p>年 y</p>	<p>月 m</p>	<p>～</p>	<p>卒業 To</p>	<p>年 y</p>	<p>月 m</p>	<p>修学年数 Duration</p>	<p>年 yrs</p>	<p>か月 mons</p>
	<p>特記事項 Remarks</p>									
<p>高等教育 (大学学部) Tertiary(Higher) Education (Undergraduate)</p>	<p>学校名 Name</p>									
	<p>所在地 Location</p>	<p>州・省State/Province</p>	<p>市・町 City/Town</p>							
	<p>入学 From</p>	<p>年 y</p>	<p>月 m</p>	<p>～</p>	<p>卒業 To</p>	<p>年 y</p>	<p>月 m</p>	<p>修学年数 Duration</p>	<p>年 yrs</p>	<p>か月 mons</p>
	<p>特記事項 Remarks</p>									

高等教育 (大学院) Tertiary(Higher) Education (Graduate)	学校名 Name											
	所在地 Location	州・省State/Province						市・町 City/Town				
	入学 From		年 y	月 m	~	卒業 To		年 y	月 m	修学年数 Duration	年 yrs	か月 mons
	特記事項 Remarks											
高等教育 (大学院) Tertiary(Higher) Education (Graduate)	学校名 Name											
	所在地 Location	州・省State/Province						市・町 City/Town				
	入学 From		年 y	月 m	~	卒業 To		年 y	月 m	修学年数 Duration	年 yrs	か月 mons
	特記事項 Remarks											
修学年数合計(2018年4月1日現在) Total Years of Education (As of April 1, 2018)									修学年数 Duration	年 yrs	か月 mons	
12.過去に専攻した専門分野(できるだけ具体的に詳細に書くこと。) Field of specialization studied in the past (Be as detailed and specific as possible.)												
13.過去に論文を執筆したことがあるか Have you ever written a thesis?			<input type="checkbox"/> ある YES						<input type="checkbox"/> ない NO			
14.著書、論文(卒業論文を含む。)があればその題名、出版社名、出版年月日、出版場所を記入すること。 State the titles or subjects of books and papers (including graduation thesis) authored by applicant, if any, with the name, address of publisher and the date of publication.												
※論文の概要を別紙で添付のこと Please attach abstracts of those papers in a separate paper to this application.												
15.日本における最初の入学希望課程 The first course you plan to take in Japan		<input type="checkbox"/> 非正規生 Non-regular (Non-degree) course		<input type="checkbox"/> 修士課程 Master's degree course		<input type="checkbox"/> 博士課程 Doctoral course		<input type="checkbox"/> 専門職学位課程 Professional graduate course				
16.希望する渡日時期 Preferred month of arrival in Japan		<input type="checkbox"/> 4月 April				<input type="checkbox"/> 9月 September		<input type="checkbox"/> 10月 October				
17.日本における最終的な希望留学期間 Term you wish to study in Japan		<input type="checkbox"/> 非正規生のみ (1年6か月又は2年間) Only a non-degree student term (18 or 24 months)		<input type="checkbox"/> 修士課程修了まで Up to the completion of master's degree program		<input type="checkbox"/> 博士課程修了まで Up to the completion of doctoral program		<input type="checkbox"/> 専門職学位課程修了まで Up to the completion of the professional graduate program				
18.現職の有無 Do you currently have a job?		<input type="checkbox"/> いいえ NO		<input type="checkbox"/> はい → YES		勤務先名 employer's name						
19.職歴(直近2つまで記入すること。アルバイトは除く。) Employment record: Write the 2 most recent employment and exclude part-time work.												
勤務先及び所在地 Name and location of organization			勤務期間 Period of employment			役職名 Position			職務内容 Type of work			
			From									
			To									
			From									
			To									

20. 語学力 Language ability	読む能力 Reading	書く能力 Writing	話す能力 Speaking	聴く能力 Listening
日本語 Japanese				
英語 English				
その他 Others ()				
※3から0で評価すること Rate on a scale of 3 to 0.				
3 = 優 Excellent		2 = 良 Good		1 = 可 Fair
0 = 不可 Poor				
21. 日本語能力(資格) Japanese language qualifications	日本語能力試験 JLPT	レベル level	その他 Other	
22. 英語能力(資格) English language qualifications	TOEFL	IELTS	その他 Other	
23. 同伴家族欄(渡日する同伴予定の家族がいる場合に記入すること。) Accompanying Dependents (Provide the following information if you plan to bring any family members to Japan.)				
<p>※なお、同伴者に必要な経費はすべて採用者の負担であるが、家族用の宿舎を見つけることは相当困難であり賃貸料も非常に割高になるのであらかじめ承知しておくこと。このため、採用者はまず単身で来日し、適当な宿舎を見つけた後、家族を呼び寄せること。</p> <p>All expenses incurred by the presence of dependents must be borne by the grantee. He/She is advised to take into consideration the various difficulties and great expense that will be involved in finding living quarters for them. Therefore, those who want to accompany their families are well advised to come alone first and let them come after suitable accommodation has been found.</p>				
氏名 Name		続柄 Relationship	年齢 Age	国籍 Nationality
24. 緊急の際の母国の連絡先 Person to be notified in applicant's home country in case of emergency.				
氏名 Name				続柄 Relationship
現住所 Current address				職業 Occupation
電話番号/FAX番号 Phone / Facsimile number	Email			
25. 日本への渡航及び滞在歴 Past visits or stays in Japan List from your most recent visits.				
期間 Period			渡航目的 Purpose	
From	年 y	月 m	~ To	年 y
				月 m
From	年 y	月 m	~ To	年 y
				月 m
<p>私は2018年度日本政府(文部科学省)奨学金留学生募集要項に記載されている事項をすべて了解し、上記の通り申請資格を満たしていることを確認の上、申請します。</p> <p>I understand and accept all the matters stated in the Application Guidelines for Japanese Government (MEXT) Scholarship for FY2018 and upon confirmation of my qualifications for application as stated above, I hereby apply for this scholarship.</p>				
申請者署名 Applicant's signature			申請年月日 Date of application	20 年 / 月 / 日 year / month / day

(別紙)

専攻分野及び研究計画

Field of Study and Study Program

Name in full, in your native language

(姓名 (自国語))

_____ , _____
(Family name/Surname)

(Given name)

(Middle name)

Name in Roman capital letters

(姓名 (ローマ字))

_____ , _____
(Family name/Surname)

(Given name)

(Middle name)

Nationality

(国 籍) _____

Proposed study program in Japan (Outline your field of study on this side and the specifics of your study program on the reverse side of this sheet. This section is one of the most important references for selection. The statement must be typewritten or written in block letters. Additional sheets of paper may be attached if necessary. If plagiarism or fraud is discovered after selection, the selection will be cancelled retroactively.)

〔 日本での研究計画；この研究計画は、選考及び大学配置の重要な参考となるので、表面に専攻分野の概要を、裏面に研究計画の詳細を具体的に記入すること。記入はタイプ又は楷書によるものとし、必要な場合は別紙を追加してもよい。なお、採用後に不正、盗用等が判明した場合は遡って採用を取り消す。 〕

If possible, please write your response in Japanese. (相当の日本語能力を有する者は日本語により記入すること。)

1 Present field of study (現在の専攻分野)

2 Your research topic in Japan: Describe articulately the research you wish to carry out in Japan.

(渡日後の研究テーマ：日本においてどういった研究がしたいかを明確に記入すること)

3 Study program in Japan: (Describe in detail and with specifics – particularly concerning the ultimate goal(s) of your research in Japan)

(研究計画：詳細かつ具体的に記入し、特に研究の最終目標について具体的に記入すること。)