

APPLICATION GUIDELINES

JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP FOR 2020

(University Recommendation)

The ministry of Education, Culture, Sports, Science, and Technology (MEXT) of Japan offers scholarships to international students who wish to study in graduate courses at Japanese universities as Research Students (either regular students or non-regular students) under the Japanese Government (MEXT) Scholarship Program as follows. Prefectural University of Hiroshima (PUH) screens the applicants and selects candidates to recommend to MEXT as research, master's, or doctoral students. To apply for a University Recommendation, follow the instructions below to complete the application.

1. QUALIFICATIONS AND CONDITIONS

(1) Eligibility: Applicants must satisfy all the following conditions.

- ① Applicants must be new enrolling students at graduate school level from overseas as a Japanese Government Scholars.
- ② Applicants who apply as “non-regular students” status must indicate their intension to advance to a regular degree course in a graduate school.
- ③ Applicants must maintain a 2.30 Grade Point Average(GPA) on a 3.0 scale in their previous or current entire study program and in subsequent years.
- ④ Applicants must satisfy one of the language requirements described in (6) Language ability.

MEXT's official conversion chart is as follows:

System	Grades				
4-Level System		Excellent	Good	Average	Fail
4-Level System		A	B	C	F
4-Level System		100 – 80	79 – 70	69 – 60	59 – 0
All other grading systems with 4 distinct grading buckets will use this system					
5-Level System	S	A	B	C	F
5-Level System	A	B	C	D	F
5-Level System	100 – 90	89 – 80	79 – 70	69 – 60	59 – 0
All other grading systems with 5 distinct grading buckets will use this system					
MEXT System Grade Point(GP)	3	3	2	1	0

Formula:

$$\frac{([No. \text{ of GP3 Credits}] \times 3) + ([No. \text{ of GP2 Credits}] \times 2) + ([No. \text{ of GP1 Credits}] \times 1) + ([No. \text{ of GP0 Credits}] \times 0)}{\text{Total Number of Registered Credits}}$$

(2) 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 other country and renounce their Japanese nationality by the date of their arrival 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 the situation or circumstances of the applicant's country (military service obligation, loss of educational opportunities due to disturbances of war, etc.) 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 the conditions for admission to either a master's or doctoral course at Prefectural University of Hiroshima (PUH).
- (5) Field 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 at PUH.
- (6) Language ability:** Applicants must meet one of the language requirements in either English or in Japanese as described below:

[English]

- ① Holds an English proficiency test score equivalent to B2 or above on the Common European Framework of Reference for Languages (CEFR) scale (e.g. TOEFL iBT 72 or above, IELTS 5.5 or above).* Please refer to the CEFR Equivalency Chart:
http://www.mext.go.jp/b_menu/houdou/30/03/_icsFiles/afieldfile/2019/01/15/1402610_1.pdf
- ② Has completed an educational program whose primary language of instruction is English that satisfies the entrance requirements to the Master's Program or Doctoral Program at PUH.

[Japanese]

- ① Has passed the Japanese Language Proficiency Test (JLPT) with a score of N2 or higher.
 - ② Has completed an educational program whose primary language of instruction is Japanese that satisfies the entrance requirements to the Master's Program or Doctoral Program at PUH.
- (7) Health:** Applicant must be physically and mentally healthy enough to pursue study at PUH.
- (8) Arrival in Japan:** In principle, applicants must be able to arrive in Japan during the period specified by PUH, within two weeks before and after the starting date of the university's relevant academic term (September) for that year. Excluding cases in which MEXT deems as unavoidable circumstances, the applicant must withdraw from this scholarship program if the applicant cannot arrive in Japan by the end of the specified period above which decided by PUH.
- (9) Visa Requirement:** An applicant shall, in principle, newly obtain a "Student" visa at the Japanese diplomatic mission located in the applicant's country of nationality, and enter Japan with the residence status of "Student." Accordingly, even if the applicant already has other residence status ("Permanent resident," "Long-term resident," etc.), the applicant must change it to the "Student" status and re-enter Japan. Moreover, the applicant should be aware that after expiration of the status as a MEXT Scholarship student and even if the student again applies for their original resident status of "Permanent resident" or "Long-term resident," such resident

statuses might not be necessarily granted. The applicant should also be aware that the scholarship will be cancelled if he/she arrived in Japan without a newly obtained “Student” visa.

(10) Non-eligibility: Those who meet any one of the following conditions are ineligible. If identified ineligible after being selected as a scholarship student, he/she must withdraw from the scholarship.

- 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 last date of the period specified by PUH;
- ③ Those who are previous grantees of Japanese Government (MEXT) scholarship programs (including those who withdraw from the scholarship program after the arrival in Japan). This does not apply to: those who have educational or work experience exceeding more than three years from the following month of the period of the previous scholarship to the estimated first month of the payment of this scholarship; and the past grantees of Japanese Studies Students program who have graduated or are going to graduate from universities in their home countries, Japan-Korea Joint Government Scholarship Program for the Students in Science and Engineering Departments and Young Leaders’ Program. The Monbukagakusho Honors Scholarship for Privately-Financed International Students is not included in the Japanese Government (MEXT) Scholarship Programs;
- ④ Those who are currently also applying to another program under the Japanese Government (MEXT) Scholarship system;
- ⑤ Those who are already enrolled in a Japanese university or other institution with a residence status of “Student,” or who are going to be enrolled, or plan to enroll, in a Japanese university or other institution 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 privately-financed international students who, even though they are enrolled, or are planning to enroll, in a Japanese university or other institution, 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 newly acquire the “Student” residence status and come to Japan;
- ⑥ 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 start of the scholarship payment period;
- ⑦ Those who are expected to graduate at the time of application and cannot satisfy the condition of 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 who plan to, from the time of application for the MEXT scholarship program, engage in long-term research (such as fieldwork or internship) outside Japan or plan to take a long-term leave of absence from the university;
- ⑩ Those who have no intention to proceed to a degree program. Those who have completed a doctoral course and have no intention to obtain 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 the Japanese diplomatic mission after they return to their home countries.

2. PERIOD OF SCHOLARSHIP

The period of scholarship will differ as follows depending on grantees' enrollment status and course at PUH:

(1) Non-regular students: The scholarship period will last from October, 2020 until the end of March, 2022(18months).

(2) Regular students enrolled in master's, doctoral, or professional graduate courses: The scholarship period shall be the necessary period for the completion of the respective regular course.

(3) Non-regular students wishing to advance to a regular degree course in a graduate school as a regular student, or regular students in a master's or professional graduate course wishing to proceed to a doctoral course, with outstanding academic achievement that meets certain criteria may apply for extension of the scholarship period for advanced study and may have the scholarship period extended upon a successful examination by MEXT. Note that extension will not be granted to all those who apply for an extension. Followings are some points to note:

- ① The extension of the scholarship period will be permitted only if the successful student has passed an entrance examination for a regular degree course at a graduate school in which they wish to enroll and expresses his/her intention to enroll in the course.
- ② Non-regular students cannot extend the scholarship period as they stay in non-regular courses.
- ③ Students who are admitted to advanced courses without receiving approval for the extension of the scholarship period for advanced study cannot be granted the extension of the scholarship period.
- ④ Non-regular students cannot proceed to a regular graduate course for a degree in another university under this scholarship(University Recommendation.)

3. SCHOLARSHIP BENEFITS

(1) Allowance: The amounts listed below shall be paid depending on the course enrolled in. A supplemental regional allowance of 2,000 yen or 3,000 yen per month will be added to the monthly scholarship amount for the grantees studying or conducting research in specially designated regions. Due to the situation of the Japanese Government's budget, the amount of payment may be subject to change each fiscal year. If a grantee is absent from the university for an extended period, the scholarship shall be suspended for that period.

- ①Non-regular students: 143,000 yen per month
- ②Regular students enrolled in master's or professional degree courses: 144,000 yen per month
- ③Regular students enrolled in doctoral courses: 145,000 yen per month

(2) Traveling Costs:

①Transportation to Japan: Each grantee will be provided, according to his/her itinerary and route as designated by MEXT, with an economy class air ticket from the international airport closest to his/her place of residence to an International Airport in Japan. Expenses such as inland transportation from his/her place of residence to the nearest international airport, airport tax, airport usage charges, special taxes on overseas travel and travel expenses within Japan will be borne by the grantee (the place of residence of the grantee shall in principle be the address stated in the application form).

②Transportation from Japan: The grantee who returns to his/her home country within the last-payment month of his/her scholarship will be provided, upon application, with an economy class air ticket for a flight from an International Airport in Japan. Expenses such as inland transportation from his/her place of residence to the nearest international airport, airport tax, airport usage charges, special taxes on overseas travel and travel expenses within abroad will be borne by the grantee.

(3) School Fees:

Enrollment, Tuition, and entrance examination fees will be exempted.

4. SUSPENSION OF PAYMENT OF SCHOLARSHIP

Payment of the scholarship will be cancelled for the reasons given below. Should any of the following reasons apply, the grantee may 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 the Minister of Education, Culture, Sports, Science and Technology;
- ③ A grantee violates any Japanese laws and is sentenced and imprisoned for an indefinite period or for a period exceeding 1 year;
- ④ A grantee is suspended from his/her university or preparatory educational institution or receives other punishment, or is removed from enrollment; as a disciplinary action in accordance with school regulations of the accepting institution;
- ⑤ It has been determined that it will be impossible for a grantee to complete the course within the standard period of study because of poor academic grades or suspension or absence from the university or preparatory educational institution;
- ⑥ A grantee came to Japan without newly acquiring the "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 PUH or transfers to another university.

5. THE PROCESS OF APPLICATION AND SELECTION

The following chart indicates the whole process from the call for applications, selection and final results.

Term	Procedure	Notes
By 14 th January, 2020	Nomination via Partner-Universities	
By 22 nd January, 2020	Application submission	
February-March, 2020	Screening by PUH	The nominees selected by PUH will be notified by e-mail in March, 2020. The unsuccessful candidates are also notified by e-mail.
April – June, 2020	Screening by MEXT	
By the end of June, 2020	Notification of final results of selection	On receipt of the official announcement of the decision by MEXT, the grantees will be notified by e-mail in June, 2020 (tentative). The unsuccessful candidates are also notified by e-mail.

(1) Nomination: Each partner-university can nominate up to **TWO** students by submitting the “nomination list” of students who meet the requirement to be MEXT scholar **no later than Tuesday, 14th January**. The list should include applicants’ name, gender, nationality, birthday, faculty, research field, and research theme.

(2) Application deadline: The application must arrive no later than **Wednesday, 22nd January, 2020** without fail.

(3) Application submission: Send the all required documents by email (soft copy) first and by international express mail (hard copy) to International Center, PUH.

(4) Mailing & Contact Address:

Postal Address: International Center, Prefectural University of Hiroshima
1-1-71, Ujinahigashi, Minami-ku, Hiroshima, 734-8558, JAPAN

Email: puh-ie-s@pu-hiroshima.ac.jp

(5) Required documents:

	Required Documents	Original	Copy
1	Application form	1	
2	Field of Study and Research Plan	1	
3	Letter of recommendation from "dean or above" * This letter must fulfill all of the following conditions: The name of the addressee stated in the letter must be " <u>President of the Prefectural University of Hiroshima</u> " *The letter must be printed on your university's letterhead *The letter must be written by and signed by a dean or above . Digital signature is NOT acceptable.	1	
4	Passport-type photo taken within the last 6 months (4.5 x 3.5 cm, upper-body, full-faced, without a cap) *Write name and nationality on the back and glue it to the application form. A photo in electronic data format is acceptable.	3	
5	Official transcript(s) issued by the last university(ies) attended (undergraduate and/or graduate) covering at least two full years of your most recent grades	1	
6	Proof of outstanding academic performance You must also submit (an) official document(s) that specifies and explains the grading system(s) if it is not indicated in your transcript(s).	1	
7	Proof of language ability certifying that one of the Language Proficiency conditions apply (for example, a TOEFL, IELTS or JLPT score report or a language of education certificate from your previous university)	1	
8	Abstract of graduation thesis * If you are currently working on your thesis and cannot submit an abstract, you can instead submit the (tentative) title of your thesis.	1	
9	Official statement of (expected) graduation * If you will graduate from your current program after submitting your MEXT application, you must submit an official statement provided by your university that indicates the date of your expected graduation.	1	
10	A copy of the passport (The page with photo) as for a proof of Nationality		1

Note1: These documents must be written in either Japanese or English. A document written in any other language must be attached with a Japanese translation.

Note2: All documents should be typed (not handwritten) and should be printed on A4-sized paper.

Note3: All the submitted documents will not be returned to the applicants under any circumstances.

Note4: An application will not be considered unless all application forms and necessary documents are completed correctly and all accompanying documents are completed.

6. Others

If accepted, applicants are highly recommended to bring sufficient funds to Japan to cover initial living expenses for their first 5-6 weeks before first payment of scholarship stipend. Preparing approximately 200,000 to 250,000 Japanese Yen is generally more than enough.