

**Japanese Government (MEXT) Scholarship
for
Graduate Students 2014**

University Recommendation Research Student

(Overseas Selection = Selection of new applicants before they arrive in Japan)

**International Center, Chuo University
December 2013**

*MEXT (Ministry of Education, Culture, Sports, Science and Technology, Japanese Government) offers scholarships to international students who will study in the Graduate Programs at Japanese universities, upon receiving recommendations from Japanese host universities.

The International Center at Chuo University will nominate to MEXT applicants who will come to study in the Graduate Program of Chuo University in September 2014 as non-degree students (*Senkasei* or *Kenkyusei*)*:

**Kenkyusei* (full-time non-degree research student)

**Senkasei* (full-time non-degree student)

[Deadline]

Please submit *MEXT* scholarship applications to the Chuo University International Center by:

January 6, 2014

- * Original application documents should arrive by the date above. We accept PDF file applications via e-mail by the above date, if followed by the original application documents by postal mail.
- * Application documents received after the above date cannot be considered.
- * Insufficient application documents will not be considered.
- * Chuo University's International Center will be closed from Dec. 26, 2013, to Jan. 03, 2014. No inquiries will be answered during this period.

[Qualification and conditions]

Applicants must satisfy all of the following qualifications and conditions:

(1) Applicants:

Applicants must be persons who will come to study in the Graduate Program of Chuo University in September 2014 as a non-degree research student (*Kenkyusei*) or non-degree student (*Senkasei*).

Applicants must be nominated formally by the President, Vice-President, or the Dean of Graduate School of the partner institutions of Chuo University (including institution which is under the negotiation procedure to conclude cooperation agreement with Chuo University). Those applicants preferably current student of the

graduate school but it may include persons who have already graduated from the undergraduate or graduate program of the home institution or who are currently academic staff members of the home institution.

- (2) **Nationality:** Applicants must be citizens of a country officially recognized by Japanese Government. Applicants who possess Japanese citizenship can't apply this scholarship.
- (3) **Age:** Applicants must be born on or after April 2, 1979.
- (4) **Academic Background:**
Applicants must have graduated from the undergraduate program of a university/college or the equivalent.

Applicants must have excellent academic and personal records for the previous academic for two years at their home institutions. Please consider the following principles on grading standard designated by MEXT when you recommend your student(s) to this scholarship program.

[Grading standard example designated by MEXT]

Applicants must have minimum GPA 2.30/3.0 or higher to be able to be eligible for MEXT applicant.

Please don't recommend applicant who doesn't meet this requirement.

Applicant's GPA must be calculated using the MEXT system. Applicant's grades for most recent 2 years must be included in this calculation. As different universities may use different grading systems, MEXT has prepared the following table of examples to demonstrate its calculation system for converting applicants' GPAs to the MEXT GPA standard. Your MEXT-calculated GPA is rounded to the nearest hundredth decimal point.

Examples of grading scales used by universities	Grades				
Example 1: 4-point scale	-	Excellent	Good	Fair	Poor
Example 2: 4-point scale	-	A	B	C	F
Example 3: 4-point scale	-	100-80	79-70	69-60	59 or below
Example 4: 5-point scale	100-90	89-80	79-70	69-60	59 or below
Example 5: 5-point scale	S	A	B	C	F
Example 6: 5-point scale	A	B	C	D	F
JASSO Grade Points Awarded	3	3	2	1	0

Formula:

$$\left(\begin{array}{|l|} \hline \text{(No. of credits (units) in which the student obtained a JASSO grade point of 3)} \\ \hline \text{multiplied by 3} \\ \hline \end{array} \right) + \left(\begin{array}{|l|} \hline \text{(No. of credits (units) in which the student obtained a JASSO grade point of 2)} \\ \hline \text{multiplied by 2} \\ \hline \end{array} \right) + \left(\begin{array}{|l|} \hline \text{(No. of credits (units) in which the student obtained a JASSO grade point of 1)} \\ \hline \text{multiplied by 1} \\ \hline \end{array} \right) + \left(\begin{array}{|l|} \hline \text{(No. of credits (units) in which the student obtained a JASSO grade point of 0)} \\ \hline \text{multiplied by 0} \\ \hline \end{array} \right) \div \left(\begin{array}{|l|} \hline \text{The total number of credits (units)} \\ \hline \end{array} \right) = \left(\begin{array}{|l|} \hline \text{MEXT GPA} \\ \hline \end{array} \right)$$

NOTE: If you do not have a GPA from the previous academic year at your home university, the GPA will be calculated based on your grades in the previous 5 semesters.

If your home university does not use any credit system, please do the following to calculate your GPA:

- Using the above scheme, add your grade points for every course you have completed.
- Then divide it by the total number of courses you have completed.

(5) **Study Area:**

The study area must be in the same or related field as the applicant has studied in his/her undergraduate level. In addition, the study area must be the field that Chuo University is able to instruct him/her.

(6) **Health:**

Applicants must have no infectious diseases. In view of expected psychological burden due to cultural and environmental changes, mental as well as physical health is an essential prerequisite.

Students should register for the National Health Insurance at local government in Japan and to pay this insurance fee, which is very small (ex.: ¥1,000/month).

(7) **Japanese Language Proficiency:**

Applicants who wish to pursue such fields of study as Japanese linguistics, Japanese literature, Japanese history and Japanese law are required to have sufficient Japanese language proficiency to catch up with these courses at graduate level. Even if the applicant's Japanese language proficiency is not sufficient, if a potential advisor on the faculty of Chuo University determines that the applicant is acceptable, Chuo University will nominate the applicant to MEXT after the university's internal screening process.

(8) **Arrival in Japan:**

Applicants must be able to arrive in Japan on the dates designated by Chuo University. For the year 2014, the designated dates will be tentatively scheduled on between September 11 to 19, 2014.

In case you can't arrive designated date, MEXT will not pay neither travel expense.

(9) **MEXT will not accept the following applicants as grantees.**

- 1) Ministry personnel and military civilian employees registered on the active list.
- 2) Those who will not be able to arrive in Japan during the designated dates.
- 3) Any applicant who received a Japanese Government Scholarship in the past is not eligible unless it has passed three years or longer after completing the previous grantee period. (However, former "Japanese Studies" scholarship students as well as former "Japan-Korea Basic Scientific Cooperation Program" scholarship students may apply for this scholarship if they have completed the undergraduate courses of their enrolled universities after returning to their home countries.)
- 4) Those who will be awarded a scholarship other than the MEXT Scholarship, e.g., a scholarship of their own country's government or private foundations.
- 5) Applicants are not eligible to apply for this scholarship in case it has already been decided that he/she will receive other scholarship for study in Japan.
- 6) Applicants are not eligible to apply for this scholarship in case it has already been decided that he/she will enroll in a regular course at a Japanese university with the resident status of College Student at the time of application.

[Contents of scholarship]

(1) Scholarship:

¥143,000 per month (this is an actual amount in 2013)

The amount of the scholarship in 2013 is subject to change without notice.

(2) Tuition Fee:

The grantee of this scholarship will be exempted from the tuition fee of Chuo University.

(3) Travel expenses:

1) Travel expenses to come to Japan:

An economy class air ticket from an international airport nearest to the student's current address (in home country) or home institution to the New Tokyo International Airport (Narita Airport).

2) Travel expenses to return to home country (only for students returning to their home country by the date designated by *MEXT*):

An economy class air ticket from the New Tokyo International Airport (Narita Airport) to an international airport* nearest to the student's current address (in home country) or home institution.

*The grantee cannot use any airport other than the international airport located in the country of which the grantee has a citizenship.

*Other expense related to traveling like international airport tax should be covered by student.

Please note:

Grantees will be deprived of their scholarship in any of the following cases:

- 1) A false statement has been made on his/her application dossiers.
- 2) They violate any article of his/her pledge to *MEXT*.
- 3) They have been subjected to disciplinary action by the university or have no prospect for academic achievement. And they have been long absent from the Chuo University.
- 4) They drop out of Chuo University, or obtain a degree status at another university.
- 5) Their status of residence in Japan is changed from "*Ryugaku* (college student)" to any other status.

[Duration of the Scholarship]

Up to 18 months from October 2014 to March 2016

In case a grantee desires to move on to a regular graduate course, duration of the scholarship may be extended under the condition that a recommendation through Chuo University is approved by *MEXT*. (The grantee is not able to apply for an extension of scholarship as a research student.)

Please Note:

- 1) Any grantee who desires to move on to a regular graduate course must pass an entrance examination held by Chuo University.
- 2) It is not permitted to apply for a degree status at another university.
- 3) Chuo University will provide the grantee with a tuition fee waiver for the period of the term of *MEXT* scholarship only.

[Country to which the Scholarship Program is available]

Applicants must be a nationality of a country officially recognized by Japanese Government.

[Application procedures]

1. Send application materials to Chuo University

Exchange program coordinators or authorized person at the applicant's home institution should send the original copy of all of the following application documents to the Director of the International Center, Chuo University, by **January 6, 2014**. Direct applications by individual students are not accepted, or direct applications sent to *MEXT* by students or home institutions will not be accepted.

Please Note:

- 1) The application forms and documents must be written (preferably typewritten) in either English or Japanese. It is necessary to attach a translation in either English or Japanese, if the documents are written in other languages.
- 2) Application documents submitted will not be returned.
- 3) No application will be accepted unless all the documents mentioned above are fully and correctly completed.
- 4) The documents should be created in a word processing program as much as possible.

List of application documents:

- ☐ Nomination List
- ☐ Recommendation Letter
The letter should be attention of Professor Tadahiko Fukuhara, president of Chuo University from the President, Vice-President or Dean of the graduate school of the student's home institution
- ☐ Chuo Application
- ☐ Application for Japanese Government (MEXT) scholarship with photograph (6 x 4) (4 pages) *Should be submitted "Double side printing" (両面印刷).
- ☐ Field of Study and Study Program<Attachment>
- ☐ Birth Certificate, Certificate of Family Register, or Certificate mentioned about your citizenship
- ☐ Transcript of Academic Record (this academic record must be written GPA points) of student's undergraduate and graduate school.
- ☐ Certificate of Graduation/completion of the university and/or graduate school attended Certificate of Undergraduate and/or Postgraduate Degree(s), or a photocopy of the University Diploma, etc.
- ☐ Certificate or other materials which prove that student's academic performance is distinctly excellent, such as GPA points information, student's academic ranking in the student's home institution etc.
- ☐ Summary of the thesis (Graduation thesis, etc.)
- ☐ Photocopy of the certificate that shows Japanese/English language ability

2. Screening at Chuo University

Screening procedures at Chuo University will be done as follows:

- 1) All candidates are required to choose host professors according to their major. They may choose up to two possible professors.
-Database of Chuo professors: <http://ir.c.chuo-u.ac.jp/researcher/index.html>
-Information on Graduate schools: <http://www.chuo-u.ac.jp/academics/>
- 2) The International Center, Chuo University will forward all application materials to the relevant Graduate Schools.
- 3) Each prospective host professor will receive the application materials through the office of the Graduate School and examine them, and then the professor will decide if he/she will be able to accept the candidate as a research student.

In case that a candidate is appropriate for a research student, the professor will contact a candidate by e-mail to have further information by asking the purpose of study, field of study and so on. After this e-mail correspondence (internet interview), the professor will make final decision if he/she accepts a candidate as a full time non degree student. If a candidate doesn't contact the professor by the designated date, he/she will miss the opportunity to be recommended. A candidate will receive e-mail from the professor in the middle of January 2014.

If the professor decides that a candidate is not appropriate for a research student, Chuo University cannot receive him/her as a research student.

- 4) Based on the application documents and the decision of each prospective host professor, the International Center Committee will make a decision on whether candidates be recommended to MEXT as a candidate of scholarship grantee.
- 5) International Center of Chuo University will notify the applicants' home institution of the results of screening at Chuo University at the end of February.

3. Screening by MEXT

Chuo University will recommend the candidates to *MEXT* with all required documents. *MEXT* will then confer with the selection committee. *MEXT* will make the final decision for the grantee and the term of scholarship.

[Please note]:

- 1) Chuo University cannot grantee that the recommended students will be accepted by *MEXT* as grantees.
- 2) Even though the applicant failed in acquiring this scholarship, Chuo University does not provide financial grant of any kind.

4. Notice of MEXT's screening results

MEXT will inform the results of the screening to Chuo University by the end of April 2014. International Center, Chuo University will notify the applicants' home institution of the results then.

Contact: International Center, Chuo University Attn. Ms. Kurita e-mail: kurita@tamajs.chuo-u.ac.jp
