

Application Guide for MEXT* Scholarship Students Research Students Program commencing in October 2021

*MEXT: Ministry of Education, Culture, Sports, Science and Technology
(Monbukagakusho), Japanese government

Program Type: Research Students (non-degree seeking students) Program

Number of Students to be admitted: A few

Admission Date: October 1, 2021

The qualifications stated below are based on the guidelines provided by MEXT for the previous round of recruitment.

Qualifications

I. Eligibility

Eligibility is limited to applicants **who are not residing in Japan** and who will be able to arrive in Japan prior to the enrollment period as a graduate-level student. In addition, JAIST-recommended recipients of the MEXT Scholarship who have demonstrated excellent academic achievement with 2.30 point (out of 3.0) or more in their most recent academic degree, which is calculated based on the formula predetermined by MEXT, and maintain the achievement after enrollment in JAIST are eligible to enroll in JAIST.

II. 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, applicants with dual nationality who hold Japanese nationality and whose place of residence at the time of application is outside of Japan are eligible. Dual national applicants selected for the scholarship will be required to renounce their Japanese nationality by the date of their arrival in Japan.

III. Age

In principle, applicants must have been born on or after April 2, 1986.

IV. Academic Background

Eligible applicants satisfy the qualification requirements for admission to a master's program or a doctoral program at JAIST.

This includes applicants who are certainly expected to satisfy the requirements by the time of enrollment.

V. Language Proficiency

Applicants must have the language proficiency of either English or Japanese, and must satisfy one of the qualifications below.

➤ ENGLISH

Eligible applicants are those who have:

1. a certificate of Common European Framework of Reference for Language (CEFR) Level B2 or higher on and after January 19, 2019.
2. a certificate which shows that the applicant completed a undergraduate program or master's program which was conducted in English as a main language.
3. a certificate which shows that the applicant's English language proficiency level is equivalent to or more than the above No.1

➤ JAPANESE

Eligible applicants are those who have:

1. a certificate of Japanese Language Proficiency Test (JLPT) Level N2 or higher on and after January 19, 2019.
2. a certificate which shows that the applicant completed a undergraduate program or master's program which was conducted in Japanese as a main language.
3. a certificate which shows that the applicant's Japanese language proficiency level is equivalent to or more than the above No.1

VI. 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 period designated by MEXT or JAIST.
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), but does not have educational research experience exceeding 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 the 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. The MEXT Honors Scholarship is not one of the MEXT Scholarship Programs.
4. Those who apply for a MEXT Scholarship starting in the fiscal year 2021 through another program or another university simultaneously.
5. Those who are already enrolled in Japanese university with a residence status of "Student," or who are going to be 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 their home 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, 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 plan to receive scholarship money from an organization other than MEXT (including a government organization of their home country) after the commencement of the period for payment of the scholarship.
7. Those 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.
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 fieldwork or to participate in an internship in a country other than Japan after submission of application, or who plan to take a long leave of absence from JAIST.
10. Those who have already obtained a doctoral degree and have no intention to obtain a degree after participating in the program of JAIST.

Scholarship Benefits

I. Monthly Stipend

143,000 JPY

This stipend is subject to change as specified by the regulations of the MEXT Scholarship program and will not be paid to those who take a leave of absence from JAIST.

II. Term of Scholarship

Up to 18 months from October 2021 to March 2023 as a Research Student

Scholarship recipients may apply for proceeding to a master's or doctoral program at JAIST during the term of scholarship. The recipients who passed the entrance examination are eligible to enroll in JAIST master's or doctoral program and to extend the duration of the scholarship under certain conditions.

III. Travel Expenses

Travel expenses to come to Japan

According to his/her itinerary and route designated by MEXT, recipients will be provided with an economy class air ticket from the international airport closest to his/her place of residence to the international airport in Japan. Expenses of domestic transportation from the recipient's place of residence to the nearest international airport, airport tax, airport usage charges, special tax of overseas travel, domestic transportation in Japan and travel insurance premiums will NOT be covered.

Air ticket will NOT be covered by the scholarship if the recipient come to Japan from a third country other than his/her country of citizenship except when there is no Japanese embassy or consulate in the recipient's country and he/she needs to make a stop in a third country in order to obtain a visa.

In principle, the recipient's place of residence shall be the address stated in the application form for the scholarship.

Travel expenses to return to the recipient's home country

An economy class air ticket for a flight from the international airport in Japan to the international airport closest to the recipient's place of residence in his/her country of citizenship will be provided when the recipient returns to his/her country in the final month of the scholarship period.

Expenses of travel expenses in Japan, airport tax, airport usage charges, special taxes of overseas travel, domestic transportation from the international airport in the recipient's country to his/her place of the residence and travel insurance premiums will NOT be covered.

- Air ticket will NOT be covered in the following cases:
 - The recipient chooses to travel to Japan before or after the period designated by MEXT due to personal reasons.
 - The recipient returns to his/her country before the scholarship period ends due to personal reasons or applying the cancellation or suspension provisions.
- Air ticket for the return will NOT be provided to those who continues to stay in Japan after the scholarship period ends (e.g. for entering master's/doctoral program subsequently or getting employment in Japan).
- Air tickets for temporary return to the recipient's country will NOT be covered by the scholarship.

IV. School Fees

Screening fee, entrance fee and tuition will be waived by JAIST.

Application Procedure

Pre-check Deadline: January 4, 2021

If you send PDF copies of the application documents via email, the International Student Section will check your documents and reply whether there are any mistakes. The pre-check is not mandatory but it is strongly recommended that you take the check to avoid disappointment.

Please write email subject as "**(applicant's name) MEXT scholarship_pre-check**".

Application Deadline: by 5 p.m., January 18, 2021 (JST: Japan Standard Time)

Prior to submitting application materials to the International Student Section, applicants must directly contact the intended academic supervisor via email and provide a self-introductory statement.

Applicants must request that their intended academic supervisor write a "**Letter of Acceptance**" (Free format). The intended academic supervisor must conduct an interview with the applicant, prepare the letter and fill out other forms, and submit them to the International Student Section by January 18, 2021. If the intended academic supervisor is not sure about the application procedures, let them contact the International Student Section (ryugaku@ml.jaist.ac.jp).

For further information on our faculty members, please refer to the following website:

<https://www.jaist.ac.jp/english/areas/>

Submission of Application Documents

Submission of application documents is a two-step process.

1. Applicants must send a set of materials mentioned below to the International Students Section **by email by 5 p.m., January 18, 2021 (JST: Japan Standard Time).**

To: International Student Section Japan Advanced Institute of Science and Technology (JAIST) Email: ryugaku@ml.jaist.ac.jp
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2. After the application deadline, the International Student Section requests all applicants to revise and submit completed application documents. All application documents mentioned below must reach the International Student Section **by the designated application deadline by registered mail, courier service (DHL, FedEx or EMS) or a similar service.**

Mailing Address: International Student Section Japan Advanced Institute of Science and Technology (JAIST) 1-1 Asahidai Nomi Ishikawa 923-1292 JAPAN

Documents to be prepared

1	Application Form [Form 1] <ul style="list-style-type: none">● Email will be the main medium of communication; therefore, make sure to provide us with an email address that you frequently use. Please check your email regularly.● Regarding the photograph, please use a photograph of 4.5 cm in length by 3.5 cm in width, upper half of body, facing camera, without a hat or any material covering your head and face, taken in the past 6 months. If it is a photographic paper, please write your name and nationality on the back of the photograph and attach it to the specified space. A digital photograph is acceptable.● Please print this form double-sided on A4-sized paper.		
2	Field of Study and Research Plan [Form 2] <p>Please print this form double-sided on A4-sized paper.</p>		
3	Letter of Recommendation [Form 3] <ul style="list-style-type: none">● Applicant must obtain an official letter of recommendation from the person of equivalent (or higher) status to a dean of your faculty addressed to the president of Japan Advanced Institute of Science and Technology.● Copies are not acceptable.● Any format is acceptable, provided that the following contents shown in the box are included.● Please show the following instructions and inform the deadline to your recommenders.<table border="1"><tr><td>➢ Please give your personal impressions of the applicant's motivation and aptitude to study, and character. Also, please describe a quality and details of research or work that the applicant has conducted, and reasons for recommending him/her as a suitable candidate for MEXT scholarship student at JAIST.</td></tr><tr><td>➢ Please provide your name, title/position, organization, signature (in handwriting) and date on an official letter headed paper, and pass the letter to the applicant.</td></tr></table>	➢ Please give your personal impressions of the applicant's motivation and aptitude to study, and character. Also, please describe a quality and details of research or work that the applicant has conducted, and reasons for recommending him/her as a suitable candidate for MEXT scholarship student at JAIST.	➢ Please provide your name, title/position, organization, signature (in handwriting) and date on an official letter headed paper, and pass the letter to the applicant.
➢ Please give your personal impressions of the applicant's motivation and aptitude to study, and character. Also, please describe a quality and details of research or work that the applicant has conducted, and reasons for recommending him/her as a suitable candidate for MEXT scholarship student at JAIST.			
➢ Please provide your name, title/position, organization, signature (in handwriting) and date on an official letter headed paper, and pass the letter to the applicant.			

4	<p>Official Academic Transcript</p> <p>Applicants should submit originals or certified copies.</p> <p>Master's program applicants must submit a transcript of both undergraduate and graduate school.</p> <p>Doctoral program applicants must submit a transcript of graduate school.</p> <ul style="list-style-type: none"> ● A transcript must indicate the semester, credits and grading system, e.g. A :100-90 B : 89-80 C :79-70 D : 69-60 F : 59-. Attach reference materials about the grading system if it not shown on the transcript.
5	<p>Proof of Graduation or Expected Graduation</p> <p>Applicants should submit originals or certified copies.</p> <p>This must specify the date of graduation or expected graduation.</p>
6	<p>Official document indicating applicant's high achievement in the most recent university</p> <p>This official document should indicate applicant's high achievement. For example, GPA, class division, your rank in the class.</p>
7	<p>Abstract of Thesis (or papers)</p> <p>Please summarize your thesis (or papers) clearly and concisely. Copies are acceptable.</p> <p>If you have not written a thesis, please submit a document summarizing your research activities for the past few years in free format.</p>
8	<p>Proof of Language Proficiency (Photocopies are acceptable)</p> <ul style="list-style-type: none"> ● Applicants must have the language proficiency of either English or Japanese, and must satisfy one of the qualifications below. <p>ENGLISH</p> <p>Eligible applicants are those who have:</p> <ol style="list-style-type: none"> 1. a certificate of Common European Framework of Reference for Language (CEFR) Level B2 or higher. If you do not have a CEFR score, certificates such as IELTS, TOEFL, TOEIC* are also acceptable. Scores within 2 years on and after January 19, 2019 are valid. <p>*For TOEIC certificate, applicants should submit both L&R and S&W scores. Submitting only either one is not acceptable. Certification from Institutional Testing Program of TOEFL or TOEIC (TOEFL-ITP, TOEIC-IP) will not be accepted.</p> <ol style="list-style-type: none"> 2. a certificate which shows that the applicant completed an undergraduate program or master's program which was conducted in English as a main language. 3. a certificate which shows that the applicant's English language proficiency level is equivalent to or higher than the above No.1. <p>JAPANESE</p> <p>Eligible applicants are those who have:</p> <ol style="list-style-type: none"> 1. a certificate of Japanese Language Proficiency Test (JLPT) Level N2 or higher on and after January 19, 2019. 2. a certificate which shows that the applicant completed an undergraduate program or master's program which was conducted in Japanese as a main language. 3. a certificate which shows that the applicant's Japanese language proficiency level is equivalent to or higher than the above No.1.

9	Letter of Pledge [Form 4] Applicant should sign by his/her own hand. We don't accept digital signature.
10	Photocopy of applicant's passport Please print the pages with applicant's picture, name, nationality, date of birth and passport number.
11	Curriculum Vitae [Form 5]

Documents to be submitted by email by January 18, 2021

Attach photocopies or Word doc/Excel sheet of the following documents to the email. Applicants may use ZIP file format to compress the files. Files compressed using other archive file formats may not be accepted. For details of each document, refer to above "**Documents to be prepared**" section.

- (1) Application Form
- (2) Field of Study and Research Plan
- (3) Letter of Recommendation
- (4) Official Transcript
- (5) Proof of Graduation or Master's Degree
- (6) Official document indicating applicant's high achievement in the most recent university
- (7) Abstract of Thesis
- (8) Proof of Language Proficiency
- (9) Letter of Pledge
- (10) Photocopy of applicant's passport
- (11) Curriculum Vitae

Note

- All the documents must be prepared in English or Japanese. Documents in languages other than English must be accompanied with a translation in English or Japanese. We prefer translations to be issued by the university or government agency and bear a stamp or embossed seal of the school or the agency and the signature of the authorizing official. Translations from a Japanese language school or translation company are acceptable.
- All the application documents are important to enable the Selection Committee to screen applicants in a fair and accurate manner, and applications omitting any one of the required documents will not be accepted.
- Applicants may be requested to submit additional documents.
- JAIST cannot respond to any inquiries regarding receipt of individual application documents. Applicants are responsible for tracking all materials. JAIST strongly encourages sending the documents by registered mail, courier, or a similar service that provides tracking numbers and receipt verification services.
- Submitted documents will not be returned under any circumstances. JAIST will not provide photocopies of submitted documents. Please keep a copy of all documents for personal reference. If the applicant needs to keep the original copy, please submit a certified copy instead.

➤ If it is discovered that an applicant has made false statements or has neglected matters to be stated on application documents, the admission may be revoked even after enrollment.

Notification of the Results

In March 2021, JAIST will announce its selection of candidates to be recommended for the MEXT Scholarship. Please note that a recommendation by JAIST does not mean that the applicant will be accepted by MEXT as a scholarship recipient. If MEXT rejects the recommendation, JAIST cannot offer admission. If the applicant would like to enroll in JAIST without MEXT Scholarship, he/she must separately apply as a privately-funded student.

The official announcement of MEXT Scholarship recipients will be made in July 2021 (TBD) via email.

Scholarship Conditions

I. Scholarship will be cancelled or suspended in the following cases, and the recipient may be ordered to return stipend payments already received:

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 Japan's laws and regulations and is sentenced to imprisonment of more than one year.
4. The recipient is subjected to disciplinary action taken by JAIST, such as suspension or removal from register.
5. It has been determined that it will be impossible for the recipient to complete the master's/doctoral program within the standard time period because of poor academic grades, suspension or temporary absence from JAIST.
6. The recipient does not acquire a status of residence of "Student" when entering Japan or his/her status of residence in Japan has changed to one other than "Student" as defined in the Immigration Control and Refugee Recognition Act.
7. The recipient has received a scholarship other than MEXT Scholarship from another institution (excluding those specified for research expenditures).
8. The recipient enters doctoral program through internal entrance exam without receiving approval for an extension of the period of MEXT Scholarship.
9. The recipient withdraws from JAIST or transfers to another university.

II. Research Activities outside of JAIST

MEXT scholarship students who enrolled in JAIST are generally NOT allowed to be supervised outside of JAIST for long time because this scholarship is intended for international students who wish to enroll in JAIST and do graduate research in JAIST. The recipients cannot receive scholarship during the period in other institutions.

III. Permission for Part-time Work

MEXT scholarship students are guaranteed to be provided with sufficient financial resources, allowing students to focus on their academic studies without having to worry about financial problems. Therefore, it is neither recommended nor consistent with the spirit of the program for MEXT scholarship students to obtain a "Permission to Engage in an Activity Other Than That Permitted by the Status of Residence Previously Granted" (Permission for part-time work) with the intention of saving money through part-time work. Please note the following if you want to receive any allowances by working.

JAIST does not allow MEXT scholarship students to have a part-time work in principle, but activities which fall under any of the followings, will be considered that MEXT scholarship students can apply for the permission for part-time work. It is expected that MEXT scholarship students do these works by volunteer as much as possible.

- 1) If asked to work as a cultural collaborating assistant by a public organization (a regional public organization or an incorporated foundation)
- 2) If asked to work as a legal interpreter by a courthouse
- 3) If participating in a particular internship that is useful for education and research
- 4) If allowed by the Head of the Student Affairs Department that the activity other than above contribute to study and research

In cases where students are directly engaged in assisting education or research at JAIST, such as a TA, RA, LA, Researcher, or Tutor etc., a permission for part-time work is not required.

Other Important Information

1. Recipients' personal information may be used for international students support programs and promotion activities by the Japanese Government. MEXT shall ask for the recipients' approval by written pledge at the time of adoption.
2. Recipients should be willing to participate in community events held in Japan to promote mutual understanding. After returning to their home country, scholarship recipients shall maintain close contact with JAIST, cooperate with the conducting of post-return survey questionnaires, participate in events conducted by local Japanese government offices, and endeavor to improve relations between their home country and Japan.

Contact and Submission

International Student Section

Japan Advanced Institute of Science and Technology -JAIST

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