

Guidelines for 2020 Government-Sponsored International Student (foreign research student) Recruitment Initiative (for university recommendations)

The Ministry of Education, Culture, Sports, Science and Technology (MEXT) will recruit for the Government-sponsored international student (foreign research student [general sector]) program according to the following guidelines:

1. Candidate for recommendation

Candidates must be officially recommended by an overseas partner university that has an inter-university exchange agreement with a Japanese university.

2. Applicant's qualifications and conditions

- (1) Intended candidate: Outstanding* graduate level student from overseas, who would be new to Japan
 *Those whose **grade point average (GPA) as specified by MEXT* was above 2.3** at most recent university/graduate school (for former students), or at currently-enrolled academic course (for current students), with the ability to maintain this level during the scholarship period.

< GPA as specified by MEXT* Calculation >

Type of Evaluation	Grading				
4 Rank Scale		A	B	C	F
4 Rank Scale(Points)		100~80	79~70	69~60	59~
5 Rank Scale	S	A	B	C	F
5 Rank Scale	A	B	C	D	F
5 Rank Scale (Points)	100~90	89~80	79~70	69~60	59~
Grade Point Equivalents* *(as specified by MEXT)	3	3	2	1	0

Method:

Multiply the number of credits per course in **each** grade point category by its grade-point-equivalent and add all together to get the total number of grade points for all course credits. Divide this sum by the total number of credits for the grade point average. (See example below)

Example:

One course worth 3 credits with a grade-point-equivalent 3 evaluation = 9, one course worth 3 credits with grade-point-equivalent 2 evaluation = 6; both added together for a total of 15 points and then divided by 6 (sum of credits earned) would give a GPA of 15/6 or 2.5.

Note:

1. The GPA calculations should only use evaluations for regular university/graduate school programs and should not include any evaluations given as a researcher or at a Japanese language school, etc. The GPA should be calculated based on academic transcripts at most recent university/graduate school for former students, and at currently-enrolled academic course for current students.
2. In fairness, depending on a university's curricula and diploma policy, any required courses which are not given credit but for which evaluation is given should be included in the calculations as having one credit.
3. In the case of student transfer, major importance is placed on the courses taken and their respective evaluations following transfer.
4. Any evaluations for courses not included in the above chart (e.g., satisfactory/unsatisfactory, pass/fail etc) should not be included in the GPA calculations.
5. The resultant GPA should be rounded to 2 decimal places.
- 6.

(2) Nationality:

Candidates must have nationality of countries listed in "Priority Countries" (attached) designated by MEXT.

Furthermore candidate must have nationality of a country that has diplomatic relations with Japan. Persons with Japanese nationality at the time of application are not eligible for this program. Limited to those who hold dual citizenship in Japan and a residential foothold outside of Japan, however, they are eligible only if they choose the other nationality and expatriate from Japan by the day of entry to Japan.

(3) Age requirement:

Persons born on or after April 2, 1985.

(4) Academic qualifications: Candidates should have eligibility to enroll master's course or doctoral course in Japan. (Candidates who are about to fulfill such conditions may also be accepted.)

Those who have completed a doctoral course are basically excluded from candidates, unless they pursue the acquisition of another degree.

- (5) Specialty research area: Must be the same as the applicant's undergraduate major or a related area of study. Desired area of education and research must be practicable in terms of the accepting university's curriculum/fields of study.
- Note: In due reflection of the Japanese Government's policy against illegal exports, etc. of cargo and technologies related to weapons of mass destruction, it is quite probable that no visa will be issued to an individual specializing in research of technologies that could potentially be diverted to develop and manufacture weapons of mass destruction. It is suggested, therefore, that no recommendation be made for an individual partaking in such study areas.
- (6) Language proficiency: Candidates (excluding those for English-degree program) should satisfy either of the following conditions:
- a) Candidates have N2 or higher level of JLPT (Japanese Language Proficiency Test) in or after December, 2017, OR
 - b) Candidates have completed, in Japanese language, their educational curriculum that meets admission requirements of graduate schools they wish to enroll.
- Candidates for English-degree program should satisfy either of the following conditions:
- a) Candidates have B2 or higher level of CEFR (Common European Framework of Reference for Languages) in or after December, 2017, OR
 - b) Candidates have completed, in English language, their educational curriculum that meets admission requirements of graduate schools they wish to enroll.
- Candidates for English-degree program are advised to study Japanese language for daily life by themselves before departing for Japan. Hosei University does not offer Japanese language classes.
- (7) Health: Candidates must be mentally and physically fit and have no difficulty in pursuing academic life at the accepting university.
- (8) Arrival in Japan: Candidates should be available to arrive in Japan during the period of **September 7-17, 2020.**
- If unable to arrive during the above period, the offer *should be declined*. If the candidate on his/her own elects to come earlier than the above designated period, reimbursement of travel expenses to Japan will be denied.

(9) Visa acquisition: It is imperative that accepted candidates obtain a “Foreign Student” visa prior to his or her arrival in Japan. Candidates who have another visa (“Permanent Resident”, “Long-term Resident”, etc.) should change their visa status to “Foreign Student” and then travel to Japan.

Note: If a Government-sponsored foreign student applies for changing his/her visa status back to “Permanent resident”, “Long-term Resident” after the scholarship period, such applications may not be allowed.

(10) Other conditions: Those individuals belonging to the categories below are considered ineligible. If by any chance they are accepted and later ascertained as the following, the offer *should be declined*.

- a) A soldier on active service or a civilian who has a military personnel status.
- b) A person who cannot travel to and arrive in Japan on the date specified by the accepting university.
- c) Those who in the past were Government-Sponsored International Students and have not done any research for more than 3 years upon completion of their government sponsored study in Japan. However, please note that the three-year limit does not apply to former foreign students of a Japanese language or cultural course in Japan who have graduated from a university in their home country, or former foreign students of the Japan-Korea Joint Science and Engineering Faculty in Japan. And former recipients of “MEXT Honors Scholarship” are eligible to apply.
- d) Those who have already enrolled in a university in Japan with the visa status of “Foreign Student” at the time of application, and those who will or are scheduled to enroll in a university in Japan as a privately-financed student after applying for this program by the time scholarship starts to be granted. However, please note that this does not apply to the privately-financed students who are currently studying in Japan, but are definitely returning to their home countries once before scholarship period starts and come to Japan with newly acquired resident status as a “student”. Those who live (or are scheduled to live) in Japan before the beginning of the 2020 school year and will temporarily return to their home countries merely to meet the abovementioned requirement for Government-Sponsored International Students should be declined.
- e) Those who submit more than one application for this scholarship through another university, or are concurrently granted this scholarship while receiving another scholarship or related support for foreign students from the Japanese Government (MEXT) and/or the Japan Students Support Organization (JASSO; an Independent Administrative Legal Entity). In making your recommendation, therefore, the applicant’s situation regarding this restriction must be adequately investigated, and at the same time, the candidate must be adequately informed of this restriction.

NOTE1: If more than one application for this scholarship or applications for more than

one scholarship are uncovered, the university's recommendation shall not be accepted. In addition, an investigation into the university's recommendation procedures will be undertaken and if any problem is found, the university may be deemed ineligible to make any further recommendations in the future.

NOTE2: A person who has already been awarded a grant under the support system for foreign students implemented by the Japanese Government (MEXT) and Japan Students Support Organization (JASSO; an Independent Administrative Legal Entity), and who is scheduled to be continually enrolled in the same institution from October for the 2020 school year under the same grant is not eligible for this scholarship.

- f) Those who plan to receive scholarship from other institutions (including governmental institutions in their home countries) other than Japanese Government (MEXT) after scholarship period starts.
- g) Those who are "expected to graduate" the course, but cannot fulfill the academic qualifications and other conditions by the designated date.
- h) Those who hold dual nationality and cannot prove that they have expatriated Japan by the time of entry to Japan.
- i) Those who are seeking research activities (such as field works and internships) outside of Japan or leave of absence for a long term.
- j) Those who do not pursue the enrollment at master's course or doctoral course. Those who have completed a doctoral course and do not pursue the acquisition of another degree.

3. Allotted number of Hosei University scholarship recipients:

The number of candidates allocated for recommendation by Hosei University is anticipated to be 2 students.

4. Scholarship payment period:

- (1) One year and six months from October 2020 through March 2022. (Note: At Hosei University, the fall semester begins in September.)

As the first stipend will only be receivable in late October, be advised to individually prepare at least about \$2,000 (USD) as living expenses required at the beginning.

- (2) For (non-degree) research students who wish to advance to a regular graduate school program or a professional degree program, and who have demonstrated a particularly high academic performance satisfying certain criteria, there is a possibility, upon review of their performance, that the scholarship period may be extended. It should be noted that successfully passing such a review does not guarantee acceptance for all, and attention should be paid to the points below.

- a) The scholarship period can be extended in case that the application for extension is permitted by MEXT, the grantee pass the admission exam for desired master's course or doctoral course, and enroll such course.

- b) The scholarship period cannot be extended as a non-degree research student.
- c) The scholarship will be canceled, if the grantee advances to a higher degree without acquiring the authorization for the scholarship extension. (However, it is possible to advance to or continue a course as a privately-financed student.)
- d) When the grantee advances from a research student to a degree course, his/her entrance or transfer to the graduate program of another university is not permitted. (However, it is possible to transfer to the graduate program of another university as a privately-financed student.
- e) Note that the opportunity to extend the duration of the scholarship is expected to be offered only once when advancing to a degree course as below.
 - ① From a research student to a master course
 - ② From a research student to a professional degree program
 - ③ From a research student to a doctoral course

Should the grantee wish to further advance to a doctoral course after advancing from a research student to a master course, he/she is highly likely to receive no more scholarship in the doctoral course. However, it is possible to advance and enroll as a privately-financed student.

5. Scholarship et al.

- (1) Stipend: As the amount of the grant has yet to be decided, please refer below to the amounts given for 2019 as an indicator. (Yearly amounts, however, may vary depending on budget allocations.)

2019: Monthly stipend ¥143,000 (non-diploma program), ¥144,000 (Master's Degree program)
¥145,000 (Ph.D. program)

* For certain specified regions, an extra ¥2000 or ¥3000 per month will be granted to both trainees and researchers alike.

In case a recipient of the scholarship takes a leave of absence from school, or fails to attend school for a long period of time, the scholarship will be canceled.

NOTE: Scholarship payments will be stopped in principle if any of the following applies:

Furthermore, should the payments continue despite the concurrence of the following, be advised that the recipient will be ordered to return any of the sums paid out.

- a) Any falsehood is uncovered within the application documents;
- b) Any breach of the pledge to the Minister of Education, Culture, Sports, Science and Technology (MEXT) occurs;
- c) When imprisoned indefinitely or more longer a year with or without labor for breaking the Japanese law.
- d) If it is determined that the scholarship recipient's completion of study within the standard course term is impossible due to poor academic performance or suspension from the university, etc.
- e) The scholarship recipient is given disciplinary action such as expulsion from school or removal from the school register;

- f) The scholarship recipient has withdrawn from the graduate institute of Hosei University, or opted to transfer his/her enrollment to another university's graduate program;
- g) The scholarship recipient travels to Japan without obtaining "Foreign Student" visa, or the scholarship recipient's "Foreign Student" visa status is transferred to another visa status;
- h) The scholarship recipient has received provision of another scholarship (excluding those the usage of which is specifically recognized as a research expense).
- i) The scholarship recipient enrolls in an advanced program without receiving permission that his scholarship period would be extended.

(2) Travel expenses

- a) Travel expenses to Japan: Basically, the Ministry of Education, Culture, Sports, Science and Technology (MEXT) or the host university will specify the successful applicant's itinerary and route of travel to Japan, and will provide an economy class air fare to cover international travel from the nearest international airport to the student's home to Narita International Airport or another international airport in Japan that is ordinarily used by the host university. The travel expenses incurred between the foreign student's residence to the nearest international airport as well as the airport-use charge, airport tax, any other special tax required for travel, and travel expenses in Japan are to be borne by the student. "Student's residence" shall mean, in principle, the student's address as noted in the application. In case that no Japanese embassy or consulate exists in applicant's country, conditions for the payment of travel expenses will be determined individually.
- b) Return travel expenses: For a foreign student who will return home before the end of the last month of the scholarship period, and based on the student's application, MEXT or the host university will provide an economy-class air fare to the student for return air travel between Narita International Airport, or another international airport in Japan that is ordinarily used by the host university, and the nearest international airport (limited to airports in the home country of the student) to the student's home.

NOTE 1: Insurance for travel to and from Japan is solely the responsibility of the student.

NOTE 2: Expenses for a temporary return to home country will not be provided if the student continues to stay in Japan after the scholarship period.

- c) Tuition et al.: Tuition et al. of a foreign student who is awarded this scholarship through Hosei University's recommendation will be borne by the University.

6. Recommendation procedure and screening

(1) Recommendation by Hosei University:

- a) The President of Hosei University will recommend, after an institutional review by the University,

excellent candidates in need of scholarship support using the official application forms, accompanied by the other necessary documentation, to the Minister of Education, Culture, Sports, Science and Technology (MEXT).

- b) In making the recommendation, efforts must be made to recruit excellent students with the view of securing and enhancing the quality of foreign students in Japan.
- c) In the selection process of Hosei University, a university-wide screening committee must be set up, and the screening process must be performed based on objective selection criteria so that candidates of choice would not be limited to certain specific countries.
- d) In selecting candidates, the faculty of Hosei University will need to hold interviews with possible candidates wherever possible. **Even if a direct interview with a candidate is not feasible, an interview may be carried out via the Internet, etc. in an appropriate manner.**

(2) Screening by MEXT:

From among applicants recommended by the President of Hosei University, a screening committee will further review and decide on candidates, and based on the results, the Ministry of Education, Culture, Sports, Science and Technology (MEXT) will finally decide on recipients as well as the scholarship period.

(3) Documents for submission:

- a) 1. Application for Japanese Government (Monbukagakusho: MEXT) Scholarship* <Attached>
2. Field of Study and Study Program* <Attached>
*in case a copy of the application is used, note that **a)-1 & a)-2 must be printed and submitted as one sheet (i.e., a two-sided copy)**
- b) Hosei University Research Plan <Attached>.
Note on the Research Plan the name of the preferred professor with whom research or study will be done and the reason for this preference.
* Hosei Graduate School Home Page
http://www.hosei.ac.jp/english/graduate_schools/index.html
*Information on the professors and their academic fields may be found at
<http://kenkyu-web.i.hosei.ac.jp/scripts/websearch/>
(The icon denoting English translation can be found on the left of the page.)
- c) A letter of recommendation from a director or a higher rank officer of the applicant's university research course (addressed to the President of Hosei University).
*Letters of recommendation from a lower ranking official will not be accepted as meeting the required documents part of the candidate's application.
- d) One photo (4.5 x 3.5 cm; should be taken within the past six months; half-length, front-on, and with no cap/hat or other such accessories; name and nationality should be noted on the back; should be attached to the prescribed portion of the Application Form).
- e) A copy of passport on the page with the facial photo
- f) Former students: Academic transcript for and issued by the applicant's last graduating school

(undergraduate, post-graduate)

Current students: Academic transcript for and issued by the applicant's last graduating school (undergraduate, post-graduate) AND currently enrolled school (undergraduate, post-graduate).

- h) Diploma (certificate) of graduation (or prospect thereof) of the last graduating school (undergraduate, post-graduate); official copy of academic degree certificate.
- i) Academic records attesting to excellence at the last graduating school (cf. 2-(1) in page 1). In case that an applicant does not satisfy the condition described in 2-(1), the applicant is deemed to satisfy 2-(1) by recommender's statement that the applicant's academic score is ranked in top 30% in the undergraduate/graduate school.
- j) Thesis summary et al.
- k) Certificate of language proficiency described in 2-(6) , such as JLPT, TOEFL or TOEIC.

(4) Deadline for submission of application

Application documents must be sent via both email and postal mail by the deadline. Please note that applications will not be accepted after the deadline or if sent by either email or postal mail only.

a) Data submission via email

Convert the application form and every other required document into PDF or any other image format (that renders text clearly) and send them as email attachments to the following address

NO LATER THAN Monday, January 27, 2020.

Email to: mext@hosei.ac.jp (International Students, Hosei University Global Education Center, Global Students & Scholars Support Office)

b) Printed document submission by mail

Please send us the recommendation letter together with the accompanying set of original documents so that they reach Hosei University Global Education Center **NO LATER THAN Monday, January 27, 2020.**

Mail to: Hosei University Global Education Center, Global Students & Scholars Support Office (MEXT)
2-17-1 Fujimi, Chiyoda-ku, Tokyo 102-8160 Japan

*Documents are to be submitted not by the applicant personally but by the International Center of his/her home university.

(5) NOTE

- a) These application documents must be prepared in A4 size either in Japanese or in English using BLOCK letters. (If the application documents are prepared in any other language, a Japanese translation must be appended to each document.)
- b) The name of the applicant must be appended to each document (for Chinese citizens, names are required to be written in both kanji and katakana.). Careful attention should be paid to avoid error in the entries for birth date, nationality, address, etc. from the viewpoint of visa application

requirements and immigration procedures.

- c) Application documents will not be returned to an applicant.
- d) A concise summary of the applicant's thesis should be prepared and appended.
- e) If application form is not filled out with complete and correct information, or should the specified set of accompanying documents not be complete, the candidate will be left out of the screening process. In addition, application documents will NOT be accepted after the deadline.
- f) In some countries, graduation certificates (et al.) are issued with an acting administrative official's signature. In such case, all means should be expended to confirm the contents of the certificates, such as by making a direct inquiry with the applicant's (former) university.
- g) The applicant's home university should take it upon itself to ascertain whether the applicant can withstand the rigors of studying abroad before making any recommendations.

7. Notification of results:

Notification of the final results will be made in writing at some point by June 2020. These will be addressed from the Ministry of Education, Culture, Sports, Science and Technology (MEXT) to the attention of the President of Hosei University.

End