

APPLICATION GUIDELINES
JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP FOR 2024
(RESEARCH STUDENTS)
WITH 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. This scholarship shall be conducted with the university recommendation.

1. APPLICANTS

Applicants must be officially recommended by a partner university that has an inter-university exchange agreement with a Japanese university. Applicants shall wish to enroll as a regular student at the Graduate School and conduct research in their field of specialization.

2. QUALIFICATION AND CONDITIONS

Applicants must meet the following qualifications and conditions with the aim of fostering human resources who will serve as a bridge between Japan and their home countries and contribute to the development of both countries and the world through conducting research in Japan.

(1) GPA: Applicants shall be academically highly achieved graduate-level student who newly enters Japan. GPA must be **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. Moreover, the applicants have language proficiency mentioned (6).

〈Points of each grade〉

Pattern	Grade				
		A	B	C	F
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~
Points specified MEXT	3	3	2	1	0

Calculation formula

$$\text{GPA} = \frac{(\text{Total credits of 3 points} \times 3) + (\text{Total credits of 2 points} \times 2) + (\text{Total credits of 1 point} \times 1) + (\text{Total credits of 0 point} \times 0)}{\text{Total credits}}$$

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 two decimal places.

(2) **Nationality:** Applicants must have nationality of countries listed in “Priority Countries” (attached) designated by MEXT and also have 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 enrollment of Hosei University.

(3) **Age:** Applicants, in principle, must have been born on or after April 2, 1989.

(4) **Academic Background:** Applicants must satisfy conditions to be enrolled in master's course or doctoral course at Japanese graduate school. (Applicants who will certainly satisfy conditions by the time of enrollment are eligible.)

(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 in graduate courses at Hosei University.

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: Applicants should fulfill one of these two language qualifications either in Japanese or English.

Japanese

- ① pass N2 or upper level of Japanese on JLPT
- ② have enough educational background in Japanese to be eligible to apply for master or doctoral degree of Japanese university

English (for English-degree program, IIST)

- ① take more than “B2” level on CEFR tests
- * Each section of listening, reading, speaking and writing need to be more than B2 level
- ② have enough educational background in English to be eligible to apply for master or doctoral degree of Japanese university

If the applicant takes courses taught in Japanese, he/she should fulfill one of Japanese language proficiency as above. If the applicant takes the courses taught in English, she/he should satisfy one of English language proficiency as above.

(7) Health: Applicants must have no physical or mental conditions hindering the applicant's study in Japan.

(8) Arrival in Japan: Applicants should be available to arrive in Japan during the period of **September 6-19, 2024**. If it is 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 Requirement: An applicant shall, in principle, newly obtain a “Student” visa at the Japanese embassy or consulate located in the applicant's country of nationality, and enter Japan with the residence status of “Student.” Accordingly, even if the applicant already has another residence status (“Permanent resident,” “Long-term resident,” etc.), the applicant must change it to status of “Student” by the month before the stipend payment starts. 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.” In case, the embassy/ consulate conducts pre-entry tuberculosis screening, the applicant shall follow the rule appropriately.

(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. Applicants those who;

- ① 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 cannot arrive in Japan by the last date of the period specified by MEXT or the accepting university;

- ③ 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;
 - used to be 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;
 - and MEXT scholarship students (with university recommendation) who will/ obtain Bachelor degree.

The Monbukagakusho Honors Scholarship for Privately-Financed International Students is not included in the Japanese Government (MEXT) Scholarship Programs.

④ stay in Japan when applying;

⑤ are currently also applying to another program under the Japanese Government (MEXT) Scholarship system. This includes the programs for which scholarship payments will begin in FY2024;

Note: An applicant will not be allowed to receive both support systems for international students implemented by the Japanese Government (MEXT) and Japan Students Support Organization (JASSO an Independent Administrative Legal Entity). If multiple applications or receipts are found, all applications for the applicant shall not be accepted.

In case university's selection procedures have problems, all applicants from the university may not be accepted.

⑥ 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 are expected to graduate at the time of application and cannot satisfy the condition of academic background by the deadline given;

⑧ are 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 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 maintain as a non-degree student and no intention to go on as a degree student, or 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.

3. NUMBER OF ACCEPTANT: The number of acceptant allocated for recommendation by **Hosei University** shall be expected as one or two students in all of the partner universities for 2024.

*Only one student can be recommended from each university as a candidate.

4. PERIOD OF SCHOLARSHIP:

(1) Period: One year and six months from October 2024 through March 2026. (Every Fall semester starts in September at Hosei University.)

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

(2) Extension: 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. 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. (In such cases, it is possible for the students to be enrolled in advanced courses as a privately-financed student.)

④ 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.)

⑤ 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.

a) From a research student to a master course

b) From a research student to a professional degree program

c) 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 since the number of acceptant allocated for recommendation is limited. However, it is possible to advance and enroll as a privately-financed student.

5. 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

As the amount of the grant has yet to be decided, please refer below to the amounts given for 2023 as an indicator.

Students receiving the preparatory education and non-regular students: 143,000 yen per month

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

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 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;
- 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 has withdrawn from the graduate school of Hosei University, or opted to transfer his/her enrollment to another university.

(2)Traveling Expenses:

① **Transportation to Japan:** MEXT will stipulate the travel schedule and route, and provides an airline ticket to grantees who will arrive in Japan during the specified period. The airline ticket will be an economy-class ticket for the flight from the international airport closest to the grantee's residence (in principle, the country of nationality) to an international airport in Japan used 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, carry-on luggage or unaccompanied baggage 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, or if there are no direct flights from the grantee's country of residence to Japan. MEXT will provide an economy-class airline ticket from the grantee's country of residence to the said third country, and from the third country to an international airport in Japan used on the normal route to the accepting university.

In principle, the address given in the space for “Your address before departure for Japan” on the application form shall be recognized as the “residence,” and the airline ticket will be arranged for a flight from the international airport nearest to that address. Except for cases when the grantee must travel to a third country to obtain a visa, MEXT will not provide an airline ticket for cases of travel to Japan from a country other than the grantee's country of residence due to the grantee's personal circumstances. If a grantee will arrive in Japan before or after the specified period, travel expenses will not be paid.

② **Transportation from Japan:** Based on the application by the grantee, MEXT will provide an airline ticket to grantees who shall graduate the accepting university and return to the home country by the end of the final month of the period of scholarship (See “4. PERIOD OF SCHOLARSHIP”) designated by MEXT. MEXT shall provide an economy-class airline ticket from the international airport in Japan 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 grantee's residence. The grantee shall bear at his/her own expense all costs related to travel from the grantee's residence in Japan 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, carry-on luggage or unaccompanied baggage expenses, etc. If a grantee returns to the home country before the end of period of scholarship due to personal circumstances, or reasons stated in “SUSPENSION OF PAYMENT OF SCHOLARSHIP”, MEXT will not pay for the returning travel expenses. If a grantee continues to stay in Japan after the scholarship period has ended (ex. proceeding to further education or being employed in Japan, continuing to register at the university), travel expenses for a temporary return will also not be paid.

③ **Tuition et al.:** Examination fee, admission fee and tuition et al. of an international student who is awarded this scholarship will be borne by Hosei University.

6. RECOMMENDATION AND SCREENING

(1) Recommendation by Hosei University:

- a) The President of Hosei University recommends highly academically applicants to the Minister of Education, Culture, Sports, Science and Technology by submitting an official application form and documentations after an institutional review by the University.
- b) In making the recommendation, efforts must be made to recruit excellent students with the view of securing and enhancing the quality of international 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 and a 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:

<https://www.hosei.ac.jp/english/admissions/graduate/>

* Information on the professors and their academic fields:

<https://kenkyu-web.hosei.ac.jp/scripts/websearch/index.htm?lang=en>

- c) A letter of recommendation from **a director or a more than director-level person** of the applicant's university research course (addressed to **the President of Hosei University**).
- d) 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 especially 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. The photograph data can be pasted to the Application Form and printed out.
- 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) Language Proficiency**” such as JLPT, TOEFL, TOEIC or al.

(4) Deadline for Submission of Application:

Application documents must be sent via both email and postal mail by the deadline.

- 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 15,**

2024.

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 15, 2024.**

Please let us know if the documents cannot reach us by the deadline.

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) NOTES

- a) These application documents must be prepared in size A4 either in Japanese or in English in clearly readable. (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 around the middle of June 2024. These will be addressed from the Ministry of Education, Culture, Sports, Science and Technology (MEXT) to the attention of the President of Hosei University.

8. UNAVOIDABLE CIRCUMSTANCES

In the event of unavoidable or unforeseen circumstances, Japanese Government reserves the right to change or cancel the arrival date, scholarship, and contents of the application guidelines here within, at any time before or after notification of the results of the final selection. Unavoidable Circumstances are defined as events whose effects could not reasonably be prevented or controlled by MEXT or Ministry of Foreign Affairs (including Embassies and Consulate generals of Japan) including but not limited to acts of God, acts of government (including local government, hereafter referred to as government), acts of government authorities (including limitations on travel or immigration enacted by the Japanese government or other foreign countries' government due to the event of infectious disease), compliance with law, regulations or orders, fire, flooding and torrential rain, earthquakes, acts of war (regardless of a declaration of war), revolt, revolution or rebellion, strike, or lockout.