

公益財団法人太塚敏美育英奨学財団

2024 年度奨学生(大学推薦)の募集

2023. 10. 25

1 応募資格・・・以下のすべてに該当すること。

- 1) 2024 年 4 月時点で博士後期課程に在籍、又は博士後期課程に進学を希望する博士前期課程 2 年生で、在籍残期間が 1 年以上ある私費外国人留学生(在留資格「留学」)。
- 2) 2024 年度 4 月以降、他奨学金を受給しない者。
- 3) 工学、但し医学・薬学の分野でデータサイエンスに関する研究をしている者。
- 4) 2024 年 4 月 1 日現在で満 38 歳以下の者。
- 5) 日本語を学ぶ意欲のある者。
- 6) 奨学期間中に合計 40 日以上日本を離れることのない者。
- 7) 標準年限内での修了が見込める者。

※過去に大学推薦または直接応募で応募し不合格になったものは推薦対象外とする。(直接応募にて応募のこと)

Application documents written in English can be accepted, but the Japanese ability may affect to the selection. Please refer to the guideline of 'Japanese Proficiency' for more information.

2 支給額: 年額 200 万円、150 万円又は 100 万円 (財団選考委員会による評価に応じて決定)

3 推薦人数: 1 名

4 提出書類 (募集要項及び Q & A をよく読むこと)

- 1) 奨学生応募チェックリスト (氏名、生年月日を記入。受付番号、チェック欄の記入は不要)
- 2) 奨学生願書(A4 所定用紙、片面印刷 10 枚組、日本語又は英語自筆(英語の場合は各ページ毎に日本語訳を添付)、写真貼付)
※「⑤外国人留学生担当部署」は記入不要
- 3) 論文のコピー(該当者のみ)
- 4) 在学証明書 (原本、募集開始日以降のもの)
- 5) 住民票の写し (コピー不可、マイナンバー記載のないもの、募集開始日以降に発行したもの)
- 6) 成績証明書 (学部以降直近のものまで、成績評価係数を余白に鉛筆書きで記入)
- 7) 私費外国人留学生身上書 (所定用紙)
- 8) 家計状況申告書(所定用紙)
※7)および 8)は、2023 年 10 月以降に他の奨学金応募ですでに提出したことがある場合は不要。
- 9) 推薦状 (指導教員により作成、厳封)

※9)は工学研究科より推薦が決まったら提出。

5 申請書類提出先: 工学部・工学研究科教務課国際交流係

6 締切日: 2023 年 11 月 7 日(火)

※令和6年度に他の奨学金について受給が決定している者、および申請中(直接応募含む)の者は選考対象外です。

Scholarship Guide for fiscal 2024 (University Recommendations)

Scholarship Program Overview

1) Amount of scholarship

Annual sum of ¥2.0 million, ¥1.5 million or ¥1.0 million.

- * Determined on the basis of evaluations by our selection committee. Recipients must not be receiving any other scholarships concurrently.
- * An annual sum of ¥2.5 million may be awarded to a small number of renewing applicants demonstrating excellent research performance and personal integrity.

Note: A scholarship recipient's failure to make satisfactory academic progress or any unethical or immoral behavior or illegal act by the recipient may result in a reduction or withdrawal of his/her scholarship.

2) Period covered by scholarship

One year: From April 2024 to March 2025

- * Recipients must be enrolled in their university for the entire period covered by the scholarship. Recipients may apply for a renewal of their scholarship in subsequent years, up to the minimum total number of years required for completion of the final degree they aim to complete.
- * Fiscal 2023 recipients enrolled in fall and scheduled to graduate in fall 2024 may apply for a renewal of half a year (only those scheduled to graduate within the standard period for completion are eligible), in which case they should submit the same application documents as other renewing applicants (if they are successful, the scholarship amount will be one half of the "amount of scholarship" shown above.)

3) Applicant categories

1. New applicants: Applicants who have not previously received a scholarship from the Foundation
2. Renewing applicants: Applicants who have previously received a scholarship from the Foundation by university recommendation
 - * We accept only those who had enough achievements and advancements over the past one year.
 - * Copying of the past application materials will cause you to be disqualified.

4) Grounds for withdrawal of scholarship support

- (1) The scholarship recipient withdraws from school.
- (2) The recipient takes a leave of absence from school or does not attend classes for an extended period.
- (3) The recipient fails to advance toward his or her degree or is at risk of failing to meet graduation requirements.
- (4) The recipient is not expected to graduate due to injury or illness.
- (5) The recipient fails to make satisfactory academic progress or engages in unethical behavior.
- (6) Circumstances render the scholarship unnecessary.
- (7) Circumstances other than the above arise that disqualify the recipient.
- (8) The recipient is expelled from school for disciplinary reasons.
- (9) The recipient otherwise ceases to meet scholarship criteria.

Eligibility for Recommendation

*Those who are not in Japan at the time of screening, interview, announcement of interview outcomes, or certification ceremony are ineligible for recommendation.

* Those whose research is related to Data Science in the following fields are also eligible.

Medicine/Dentistry/Pharmacology:

- Applicants must be enrolled in a doctoral program or be enrolled in the second year of a master's program (as of April 2024) and seeking to advance to a doctoral program.

Business Administration:

- Applicants must be enrolled in a master's program or a doctoral program.
- Any field broadly related to business administration is acceptable, including economics.
- For students from developing countries where business administration is not an established discipline, "international relations" is also acceptable.

Engineering:

- Applicants must be enrolled in a doctoral program or be enrolled in the second year of a master's program (as of April 2024) and seeking to advance to a doctoral program.
- Applicants must be undertaking research in a field directly relating to medicine/pharmacology, such as human medical engineering, biomaterials engineering, human assistive technology, medical care

and welfare engineering, bioinformatics, computational sciences, or drug discovery (please see the FAQ for more details regarding research areas).

* Applicants will be disqualified unless the relationship with medicine/pharmacology (including conference presentations, research papers, and other achievements) is clearly stated in the Scholarship Application Form.

- (1) Applicants must be self-supporting international students residing in Japan with "college student" status and must be 38 years old or younger as of April 1, 2024.
- (2) Applicants must be enrolled in an official degree program at a graduate school designated by the Otsuka Toshimi Scholarship Foundation.
- (3) Applicants must not have applied unsuccessfully to the Foundation in the past, either by direct application or university recommendation.
- (4) Applicants must not have previously been selected by the Foundation as a scholarship recipient through direct application.
- (5) Applicants must be highly motivated, possess an outstanding academic record, and demonstrate personal integrity.
- (6) Applicants must be involved in creative or innovative research.
- (7) Applicants must be able to have their supervising professor or other person provide appropriate guidance and pre-checking of the documents they submit to the Foundation (including application documents).
- (8) Applicants are not permitted to leave Japan for 40 or more days in total (including the departing date) during the period covered by the scholarship.
- (9) Applicants must have an international perspective and demonstrate the ability to lead and serve as a bridge between Japan and other countries.
- (10) Applicants must demonstrate a need for financial aid.
- (11) Applicants must give full support and cooperation to events held by the Foundation and must contribute to building network between scholarship recipients.
- (12) Applicants must be motivated to study the Japanese language.
 - * The Scholarship Application Form may be completed in English, but selection points will be deducted if the Scholarship Application Form and interview reveal no motivation to study Japanese.
- (13) Applicants must be committed to contributing to society through their research.
- (14) Applicants must meet the requirements specified in (1) to (13) above and other requirements stipulated by the Foundation.
 - * Those who are unlikely to complete their studies within the standard period for completion are ineligible for recommendation.
 - * Those who have classes only at night or over weekends, or who are enrolled in a correspondence education program are ineligible for recommendation.
 - * Only one person can be recommended from the same laboratory.

Applications

We have introduced an Application Support System. Applicants must complete online submission then mail the original documents to the Foundation.

1) How to apply *For more information, refer to the "Application Process" section.

1. Go to <https://otsuka.yoshida-p.net/suisen/> and enter the Application Support System. Follow the instructions under "Application Process" to enter your basic information and submit your Scholarship Application Form (excluding letter of recommendation), academic transcript, and Japanese translation (only if you completed the application form in English) as PDF files. (Do not upload papers or other undesignated documents.)

* Lack of pages or necessary documents will cause you to be disqualified. (The page with photograph should be scanned in colors.)

* Be sure to attach a photograph to the Scholarship Application Form you submit online.

* Be sure to use a scanner to digitize your application form as a PDF file. (We do not accept PDFs created from photographs using smartphone applications and the like. Do not scan using horizontal [landscape] orientation.)

* You will be disqualified if there are any differences between the content of the Scholarship Application Form and the basic information you entered. (Special attention should be paid to the applicant's name and research title.)

You cannot cancel your online submission, so please be cautious when making online submission.

2. Write the reference number issued after online submission in the required five spaces (refer to STEP04 of the "Application Process" section) on your application documents, and submit the documents to the staff in charge at your university. In addition to these five spaces, you must also write the reference number on the envelope containing your letter of recommendation.

3. The university staff should collate the application documents shown below and send them to the Foundation Office by mail.

- * You will be disqualified if there are any differences between the content of the Scholarship Application Form you submitted online and the one sent to the Foundation by mail.
- * Documents submitted will not be used for any purpose other than the business of the Foundation.
- * The documents will not be returned to applicants.
- * Please be sure to apply through your university. The Foundation does not handle inquiries and applications directly from applicants.

<p>[Address] Otsuka Toshimi Scholarship Foundation Office Otsuka Group Osaka Headquarters Building 3-2-27 Otedori, Chuo-ku, Osaka 540-0021, Japan</p>

2) Application materials

1. Scholarship Application Form for your application category (Use the form designated by the Foundation, printed on a single side on A4 size paper. Please leave pages unstapled.)

- * All documents other than the letter of recommendation must be handwritten in Japanese or English by the applicant (Use pens with black ink. Do not use erasable pens nor pens with blue ink). Applications completed in English must be accompanied by a Japanese translation (those submitted without complete and accurate Japanese translation will be disqualified. You will also be disqualified if the Japanese translation fails to indicate the character counts of the sections that have predetermined character limits). If you are to submit the applications in English, make sure to read parts explaining about Japanese translation in our Application FAQs.
- * Renewing applicants must not copy from a Scholarship Application Form submitted for a previous application.
You will be disqualified if you copy any material from a previous application. Even if there has been no change in your future aspirations and research subjects, you should re-write your application in new words.
- * Applicants submitting application documents (including the contents of the Scholarship Application Form and Japanese translations) that appear not to have been checked appropriately by their supervising professor or university staff member shall be disqualified.

2. Letter of recommendation duly signed by the recommender (the signature must be handwritten and not typed) and placed in a sealed envelope for submission (letters written in English must be accompanied by a Japanese translation).

- * For an application of Doctor's course student, the recommender must be someone who has a qualification to supervise the doctoral dissertation or who can be responsible for the completion of the doctoral dissertation.

3. Color photograph: 4.5 cm x 3.5 cm photo showing the applicant facing forward from the chest up, taken no longer than six months ago (Paste the photo to the application form.)

4. Academic transcript: Most recent transcript, with course titles, credits earned, grades or other evaluations of student performance, and explanations of what the evaluations mean. (Pass/fail records alone are not acceptable.) Send a transcript current as of the most recent year for which level evaluations or grade evaluations were made. A statement of reasons for not having grades in the institution currently attended is not acceptable. A transcript of Japanese language school or professional training college is not acceptable.

- * At least one year's worth of academic transcripts are required. If your most recent transcript only covers half a year, submit the one from the previous year as well.

5. Student registration certificate (in Japanese) issued on or after the call for applications is made. Photocopies are not acceptable.

6. Certificate of residence: Official copy of full record issued on or after the call for applications is made. Photocopies, records that do not show "Nationality/Region" and "Status of Residence, etc.," and records that include an Individual Number (as nicknamed "My Number") are not acceptable.

7. Four sets of copies of your Scholarship Application Form and academic transcript

- * One set = a copy of the Scholarship Application Form (1 above) and the academic transcript (4 above), single-sided, on A4 size paper (use color copying for the page with your photograph attached). Enclose four of these sets. Leave them unstapled.

8. Four copies of your research papers (if applicable)

- * Published research papers: Make sure to enclose them (double-sided, stapled, your name in the list of authors underlined with pens with red ink).
- * Write your reference number and your name in Katakana at the upper right-hand corner of the first page of your papers.
- * For renewing applicants, there is no need to submit the research papers you have already submitted to the Foundation last year.

3) Application deadline

Online submissions: Friday, November 24, 2023, 5:00 p.m.

Submissions by mail: Must arrive at the Foundation Office no later than Monday, November 27, 2023, 3:00 p.m.

Screening Process, Selection, and Scholarship Payments

1) Screening process

We take diversity of nationality into consideration in our screening process. The screening process involves reviewing the application documents and interviewing candidates.

Scholarship recipients will be chosen by the Foundation's selection committee, with decisions finalized by the Board of Directors.

The interview portion of the process will be conducted in Osaka or Tokyo by the end of February, 2024 (tentative).

2) Selection

Outcomes of the selection will be communicated to universities by the end of March. Attendance at the certification ceremony planned on Friday, July 26 and Saturday, July 27, 2024 and submission of a Letter of Agreement are compulsory for official certification as a scholarship recipient. Recipients are not permitted to withdraw from the scholarship for the purpose of receiving another scholarship or grant at any time after submission of the Letter of Agreement.

3) Scholarship payments

Scholarship payments are generally made twice annually on predetermined dates in August and December. Payments will be deposited directly into the recipient's designated bank account.

Moreover, you will also receive a book purchase grant toward the cost of purchasing books useful in your research, Japanese language studies, and international understanding (the expected grant amount is approximately 10,000 yen). Please be aware that you will be required to submit a Reading Report (in around November) on all books purchased using the book purchase grant.

- * Renewing applicants selected to receive the scholarship for a further half-year will be contacted separately regarding the timing of their scholarship payments and attendance at the certification ceremony. The Foundation plans not to provide such applicants with book purchase grants.

Scholarship Type

1. The Otsuka Toshimi Scholarship is awarded with no obligation of repayment (except when false declaration is made).
2. The Otsuka Toshimi Scholarship is free of any conditions related to post-graduation activities, including employment.

Obligations of Recipients

Scholarship recipients are expected to fulfill the following obligations:

- (1) Comply with all rules stated in the Scholarship Guide and inform the Foundation promptly if they cease to satisfy any of the conditions for granting the scholarship.
- (2) Promptly notify the Representative Director of the Foundation if any of the following occurs:
 - i. Leave of absence, reinstatement, transfer or withdrawal from school
 - ii. Suspension or other disciplinary action
 - iii. Change in name, address or other important personal information
 - iv. Likelihood of repeating a year of study or not being able to graduate within the standard period for completion
- (3) Submit the following documents to the Representative Director of the Foundation:
 - i. Student registration certificate and a report on living condition
 - ii. Academic transcript
- (4) Participate in events held by the Foundation.
- (5) Even after graduating, participate actively as an alumni and keep the Foundation updated of your current status.

Application Process

STEP 01



Log in to
your MyPage
account

① Click the “Log in to your MyPage account” button in the top right-hand corner of the top page of the Application Support System (<https://otsuka.yoshida-p.net/suisen/>).

② Enter your login ID and password to log in to your MyPage account.

STEP 02



Prepare your
application
documents

① Enter the basic information.

* Please enter the exact information as written in your application form. Your application will be disqualified if there is any difference between the basic information and the entry contents of your application form.

② Upload your Scholarship Application Form (handwritten) and academic transcript. (If the application form is written in English, please upload a Japanese translation as well. Submit the application form and the Japanese translation in different PDF files, and upload them respectively to the “Scholarship application form” and “Japanese translation” sections.)

* Be sure to use a scanner to digitize your application form as a PDF file. (We do not accept PDFs created from photographs using smartphone applications and the like. Do not scan using horizontal [landscape] orientation.)

* Do not upload any documents (such as papers) other than your application form to the “Scholarship application form” section.

* Do not upload any documents other than your academic transcript to the “Academic transcript” section.

* Upload the Japanese translation of your application form only in the case where you have written your application in English. (All English entries of the application form; including that of page 1 to 3, must be accompanied by a Japanese translation.) Do not upload any documents other than Japanese translations to the “Japanese translation” section.

* You can check to see which documents you have saved and uploaded by pressing the “Display PDF” button. You may also edit your application details and upload documents as many times as you like before pressing the “Submit” button.

* The application form without your photograph will be disqualified.

STEP
03



Online
submissions

After you have verified your basic information and uploaded all of the necessary application documents, click the "Submit" button on MyPage.

- * Please make sure that you have uploaded all the pages of Scholarship Application Form (pages containing photos should be uploaded in colors) and other required documents.
- * Your Application Form will be disqualified if it is not collated in the correct order or if any of the pages is aligned in the wrong direction.
- * Letters of recommendation, certificate of residence and student registration certificate must not be submitted online.
- * **You cannot cancel your online submission. Click the "Display PDF" button and check once more through the PDF you uploaded, before clicking "Submit."**

Online submission completed / Reference number issued

STEP
04



Prepare
documents for
submission

Write your reference number (issued after the completion of online submission) in the following five locations.

Example: "24-S1"

1. Checklist: Reference number column in the upper right-hand corner
2. Scholarship Application Form: Reference number column in the upper left-hand corner of page 1

Upper right-hand corner of each of the following documents:

3. Academic transcript (In this section, you must write your reference number and your name in Katakana.)
4. Student registration certificate
5. Certificate of residence

* The application form without the reference number will be disqualified.

STEP
05



Submit documents
to the contact person
at your university

- ① Use the checklist to confirm that all of the application documents are ready.
- ② Please submit your application documents to the contact person at your university.

* Please note that the letter of recommendation format for engineering is different from the format for business administration and medical fields.

* The letter of recommendation must be submitted in a sealed envelope (make sure that your reference number is written on the envelope). Opened letters of recommendation will not be accepted.

* The contact person is kindly requested to collect the application documents and send them by mail to our office.

* Your application will be disqualified if there is any difference between the application form submitted online and the one mailed to the Foundation Office.

Application FAQ

Eligibility for Recommendation

Q Are there any restrictions on nationality?

A No, there are no restrictions on nationality. (However, those with Japanese nationality are not eligible.)

Q Is there an age limit?

A You must be 38 years old or younger as of April 1, 2024.

Q Can I be recommended even if my status of residence in Japan is not College Student?

A Only those with College Student status may be recommended.

Q Can research students also be recommended?

A No, research students cannot be recommended. You must be currently enrolled as a regular student to be eligible.

Q Can I be recommended if I have previously applied or been selected for the scholarship through direct application?

A No, those who have applied by direct application in the past cannot be recommended, regardless of whether or not they were successful. Please apply through the direct application process: the application period begins in mid-March.

Q Can I be recommended if I am not majoring in business administration?

A Eligibility extends to a broad range of fields related to business administration, including economics and data science. If you are from a developing country where business administration is not an established discipline, "international relations" is also acceptable.

Q Can I be recommended if I am enrolled in an engineering-related graduate school?

You can be recommended if your studies are in an area "directly related to medicine/pharmacology."

Eligible areas include, for example:

- Human medical engineering such as development of testing/analysis devices, biomaterials engineering, development of optical devices, medical systems (therapy/diagnosis), and development of mechanical aids for research and development in areas such as medicine, pharmacology, and biosciences;
- Human assistive technology and medical care and welfare engineering, such as health and welfare engineering, human assistive technology, nursing and care engineering, non-industrial assistive robotics, and rehabilitation engineering;
- Bioinformatics and computational sciences, such as genomic data analysis;
- Drug discovery.

In your Scholarship Application Form, please be sure to state clearly how your studies are related and applicable to medicine/pharmacology. You will be ineligible if the relationship is unclear.

Q Am I eligible to be recommended even if I already have a scholarship from another organization?

A No, you cannot be recommended if you have already been awarded another scholarship valid during the period covered by this scholarship.

Q Can I receive the Foundation's scholarship if I receive another scholarship?

A No, you cannot.
You cannot receive the Foundation's scholarship at the same time as receiving benefits under the Japan Science and Technology Agency's Support for Pioneering Research Initiated by the Next Generation, the MEXT's University Fellowship Founding Project for Innovation Creation in Science and Technology, or other similar programs/projects.
All funds to support living expenses and those with no specified purpose of use (such as purchasing materials directly required for research) are considered "scholarships," even if they are called "research incentive grants," "research focus support funds" or the like.

Q Can I be recommended if I have secured admission for April, 2024 but am yet to arrive in Japan?

A No, you cannot. You need to submit a student registration certificate and certificate of residence together with your application, so you must be in Japan at the time of recommendation.

Q Can I be recommended if I have secured admission for April, 2024?

A You can be recommended, but as a rule, this is only possible if you are proceeding from an undergraduate to a master's program (business administration only) or master's to doctoral program, or transferring from research student to regular student status within the same university in April, 2024. However, this is only permitted in cases where you have been engaged in discussions with your prospective supervisor and he/she is able to write a letter of recommendation that includes comments on both your personality and your research plans. Please be sure to attach a copy of a document proving your admission when submitting your application.

If you are studying in the field of medical or engineering, you can also be recommended if you will be in the second year of a master's program as of April 2024, and have a firm intention of advancing to a doctoral program.

Q I will graduate from my current program in the fall of 2024. Can I be recommended?

A No, you cannot. Eligibility is limited to applicants who will be enrolled throughout the payment period (April 2024 - March 2025). However, scholarship recipients in fiscal 2023 enrolled in fall and scheduled to graduate in fall 2024 may apply for renewal for their final half-year prior to graduation (only those scheduled to graduate within the standard period for completion are eligible).

Q I am taking advantage of an extended enrollment system or remaining in my program past the standard period for completion. Can I still be recommended?

A Students taking advantage of an extended enrollment system, students who remain in a program past the standard period for completion (including doctoral program students past the standard period for completion), and students unlikely to complete their studies within the standard period for completion are ineligible. Scholarship recipients will have their scholarship cancelled if their graduation is delayed after they were selected as recipients.

Q I plan to participate in an academic exchange program. Can I still be recommended?

A Those who plan to leave Japan for a total of forty days or more (including the departing date) during the period covered by the scholarship for exchange program, homecoming visit, traveling, attending online classes from outside Japan, or other reasons (i.e. not being based in Japan) are ineligible.

Application FAQ

Application Materials

Q How can I obtain a Scholarship Application Form?

A Please download the Scholarship Application Form from the Application Support System. Please note that application forms are different for new and renewing applicants, as well as for the medical fields and the business fields applicants (engineering applicants should use the application form for medical fields and the letter of recommendation for engineering). Your application will be ineligible if you do not use the correct form.

Q Does my application need to be handwritten?

A The application must be handwritten by the applicant. Your application will be disqualified if all or any part of the application is typed or handwritten by someone other than yourself, or written with erasable pens.

Q As of when should I provide information on the institution currently attended (所属機関)?

A The information you provide for institution currently attended, year level, and other aspects of your studies and life should be correct as of the time of application. However, if you have secured admission to a degree program beginning in April, 2024, please provide the institution attended, year level, and other information as of April, 2024.

Q How should I submit copies of my Scholarship Application Form, academic transcript and research papers?

A Please enclose four sets of copies, each comprising a copy of the Scholarship Application Form and the academic transcript, single-sided, on A4 size paper (use color copying for the page with your photograph attached). If you have completed your Scholarship Application Form in English, please also attach four sets of copies of a Japanese translation thereof. Copies of the checklist, student registration certificate, certificate of residence, and letters of recommendation are not required. Please leave your copies unstapled.

If you have any research papers that have been published, please enclose four collated copies of them (double-sided, stapled, then write your reference number and your name in Katakana at the upper right-hand corner of the first page. Please underline your name in the list of authors, using pens with red ink.). Renewing applicants should only submit the research papers published (or accepted) after the end of November 2022.

Q How should I fill out Section ④ (学歴・職歴) of the application?

A Provide your academic data from the last school attended in your home country to the school you are currently attending, in chronological order beginning with the oldest data at the top and leaving no gaps in the chronology (include any Japanese language schools attended and any universities attended as a research student). Also provide details on any work experience you have.

Example)

2014	9	~	2018	8	Department of XXX, Faculty of △△, ○○ University (△△ City, ○○ Province, China)
2018	9	~	2021	8	Worked in a research position, ○○ Co., Ltd. (△△ City, ○○ Province, China)
2021	10	~	2022	3	☆☆☆Japanese Language School (Osaka)
2022	4	~	2023	3	Research student, Graduate School of △△, ○○ University
2023	4	~			5-year doctoral program, Graduate School of △△, ○○ University

Q I just matriculated and haven't yet compiled an academic record at the graduate school I now attend. Is an undergraduate transcript acceptable?

A Yes, you may submit a transcript of the undergraduate institution from which you graduated.

Q Does the transcript have to be an original? Do you accept copies?

A You may submit a copy.

Q Are transcripts written in the language of my home country accepted?

A Yes. If it is difficult to obtain a transcript written in Japanese or English, you may submit a transcript written in the language of your home country. Please note that, as specified in the program guide, submit the most recent transcript with course titles, credits earned, grades or other evaluations of student performance, and explanations of what the evaluations mean. (Pass/fail records alone are not acceptable.) At least one year's worth of academic transcripts are required. If your most recent transcript only covers half a year, submit the one from the previous year as well.

Q Is the deadline (Monday, November 27) the postmarked date or the date by which my application has to arrive at the Foundation?

A Your application must arrive at our office by 3:00 p.m. on Monday, November 27. Only applications sent by mail are accepted. Please note that the deadline for online submission of application documents through the Application Support System on our website is on Friday, November 24, 5:00 p.m.. Be sure to send a hard copy of your application documents by mail after submitting them on online.

Q Do you accept application forms completed in English?

A Application forms completed in English will be accepted but must be accompanied by a Japanese translation of all English entries, including proper nouns. In such cases, the forms completed in English must be handwritten by the applicant. If you are able to fill out sections of the form in Japanese, we encourage you to do so. The Japanese translation need not be handwritten. No specific format or structure is required for the Japanese translation, but make sure to separate the translation corresponding to each page of the application form, and print it on single-sided paper (no both-side printing). Please note that your application will be disqualified if there are any unnatural and unintelligible expressions, mistranslations, large omissions, translated content that is not contained in the original text, or other inaccuracies in the Japanese translation. Also, for the sections on "Future Aspirations (future aspirations and progress of the past one year)" (将来の抱負{将来の抱負とこの1年の進捗}), "Research Subjects (research progress over the past one year and research plans for the next year)" (研究内容{研究について、この1年の進捗と来年の研究計画}) and "Progress and Achievements over the past One Year" (過去1年の成果及び活動), please be sure to clearly indicate the character counts of the Japanese translations and keep them within the character limits.

Application FAQ

Q The sections for "Future Aspirations (future aspirations and progress of the past one year)" (将来の抱負{将来の抱負とこの1年の進捗}), "Research Subjects (research progress over the past one year and research plans for the next year)" (研究内容{研究について、この1年の進捗と来年の研究計画}) and "Progress and Achievements over the past One Year" (過去1年の成果及び活動) have grid lines for Japanese characters. How should I proceed if I'm completing these sections in English?

A Simply ignore the grid lines. No limitation is placed on the number of alphanumeric characters when you complete them in English. In the Japanese translations, however, please make sure to stay within the predetermined limit on the number of characters and clearly indicate the character counts.

Q What should I do if I have no particular "Progress over the past One Year" (過去1年の成果) to report?

A Please report any achievements or advancements over the past one year, including not only presentations at academic conferences and papers submitted for publication, but also other achievements in your studies, activities contributing to the community, and so forth. If you had few achievements and advancements last year, you should not apply.

Q Under "Have you applied for other scholarships/research grants?" (他奨学金・研究助成金の併願状況), how should I enter one-off payments?

A When entering your information online, select "Annual amount" and enter the total yearly amount. On the Scholarship Application Form, in a blank space enter words such as "once-off" to explain the type of payment. If explanations are needed for other items on the form, enter them in blank spaces and mark them for attention using sticky notes.

Q Where are the required 5 spaces to write the reference number?

A Please refer to the STEP04 of the "Application Process" section in the Scholarship Guide or the Application Support System. In addition to these five spaces, you must also write the reference number on the envelope containing your letter of recommendation.

Q Can a lecturer or an assistant professor write the recommendation letter?

A For an application of Doctor's course student, the recommender must be someone who has a qualification to be the chief examiner of the doctoral dissertation.

Japanese Proficiency

Q Am I eligible regardless of my Japanese proficiency?

A Yes. However, your Japanese proficiency (assessed in light of the length of your stay to date in Japan) may affect your evaluation as a candidate. A lack of enthusiasm for Japanese, such as failure to speak any Japanese at all during the interview, will be detrimental to your evaluation.

Q Is it possible to be interviewed in English?

A While interviews are normally conducted in Japanese, they may be conducted in English if you arrived in Japan recently. Please note that you will be interviewed in Japanese if your application has been prepared in Japanese. Accordingly, be sure to prepare your application in English if you cannot speak Japanese. Even if you are interviewed in English, efforts to speak in Japanese, such as giving a simple self-introduction, will be evaluated positively.

Other Questions

Q Who should enter my basic information and submit my application online through the Application Support System?

A As a rule, applicants should do this themselves. Information in the Application Support System is provided in both Japanese and English. You may ask the staff in charge at your university for assistance.

Q I do not know my reference number. What should I do?

A Your reference number will be issued upon completion of the online submission process.

Q Is my application complete once I have submitted online?

A No, your application is not yet complete. Write the reference number issued upon online submission in the required five spaces (refer to STEP04 of the "Application Process" section) on your application documents, and submit all the documents together to the staff in charge at your university. In addition to these five spaces, you must also write the reference number on the envelope containing your letter of recommendation. (The staff should collate all application documents and send them to the Foundation Office by mail.)

Q Will it affect the selection process if I earn income from a part-time job or the like?

A The selection process is not affected by income earned as a TA, RA, in part-time work, or received as a research grant. However, if your Application Form fails to show how you are meeting your tuition and living expenses, such as where details of your income and expenses are not provided or your stated income does not match your expenses, or lacks reasonable explanation for such failure, your application will be disqualified. Therefore, please accurately describe your current situation.

Q When and where will the interviews be conducted?

A Interviews will be conducted in Osaka or Tokyo by the end of February 2024 (Except for emergency cases, such as a sudden illness of the interviewer). You will be asked to travel to the venue at the time indicated. If you cannot come to the interview venue, you will be ineligible.

Q When will I be contacted about an interview?

A The staff in charge at your university will be notified by email by the end of January.

Q I'm a renewing applicant. Should I complete the Scholarship Application Form and submit all required documents as a new applicant does?

A Yes. All applicants should complete the Scholarship Application Form and mail it to the Foundation, along with the application materials specified in the program guide. Applicants for half-year renewal should follow exactly the same process.

Q Can applicants contact the foundation directly?

A For university recommendations, we do not accept direct inquiries from applicants. When applying/ making inquiries, please contact us through the staff in charge at your university.

If you have any questions not covered in this FAQ, please contact the Foundation Office.

Establishment

The Otsuka Toshimi Scholarship Foundation was established on March 6, 2007.

The Foundation was formally registered as a “public interest incorporated foundation” on April 1, 2012.

Background to the Foundation’s Establishment

Japan's aging population and low birthrates have become prominent trends in recent years that are expected to accelerate. The country faces a strong need to develop as many talented young people as possible. Meanwhile, developing countries in Asia, the Middle East, Africa, and other parts of the world--which have strong economic, educational, and cultural ties with our country--have growing numbers of young people but limited opportunities for them to study and pursue research at universities and other institutes of higher education in Japan and other developed countries. Additionally, young people from such countries often struggle financially while studying abroad due to inadequate resources.

Given these conditions and the need for ongoing, mutually beneficial development, it was recognized that the provision of financial assistance to Asian, Middle Eastern, African, and other international students specializing in medicine, pharmacology, nutrition, physical education, and business administration at Japanese universities and graduate schools would be highly meaningful and worthwhile. Accordingly, the Otsuka Toshimi Scholarship Foundation was established in 2007.

Profile of Toshimi Otsuka, the Founding Donor

The Foundation began with a private donation from Toshimi Otsuka, a member of the family that founded the Otsuka Group. Toshimi Otsuka was born on December 24, 1922, in Naruto, Tokushima Prefecture. Raised by hard-working parents, she enjoyed a happy childhood.

In 1950, Toshimi Otsuka joined Otsuka Pharmaceutical Factory, a firm established by Busaburo Otsuka, her father. There she assumed various responsibilities ranging from clerical work to employee dormitory management. She lived simply and frugally, practicing economy wherever possible. In her later years, she expressed a wish to help society in some way and offered to donate her lifetime savings for the purpose.

The Otsuka Toshimi Scholarship Foundation was established in 2007 to provide financial assistance to students from countries that have long supported the growth of the Otsuka Group and thereby contribute to the development of future leaders in those countries.

While serving as a director of the Foundation, Toshimi Otsuka attended the award ceremonies for scholarship recipients each year, drawing on her own life experiences over the years to talk about the joys of learning and the importance of overcoming obstacles. A gracious and modest

woman of personal integrity, she died on May 3, 2011, having led an unblemished life for 88 years.

The memory of Toshimi Otsuka lives on in the Foundation's activities.

Objectives

The Foundation's objective is to foster the talents of individuals with the potential to promote goodwill and understanding between Japan and countries around the world, by offering scholarships to exceptional international students enrolled at universities and graduate schools in Japan, thereby ultimately promoting friendship between Japan and other countries and contributing to mutual development in academics, culture, and education.

Activities

1. Awarding scholarships to exceptional international students enrolled at universities and graduate schools in Japan
2. Guiding and advising scholarship recipients on living and studying in Japan
3. Other activities needed to achieve the Foundation's objectives

(新規)

2024年度 公益財団法人大塚敏美育英奨学財団 奨学生応募書類チェックリスト<医薬系>

No.24 - S

(大学推薦: _____ 大学)

※受付番号を記入すること
番号がないものは選考外

カタカナ	
氏名	
生年月日	西暦 年 月 日生

チェック欄		提出書類
1		<医薬系>奨学生願書（当財団指定用紙を使用すること） ※黒インク又は黒ボールペンで記入のこと（消せるペン・青インクのペンは使用不可） 【該当者のみ】日本語訳は両面不可。様式は問わないが願書のページごとに分けて作成すること
2		推薦状 ※工学系は工学用の推薦状を使用してください。 (推薦者が <u>自筆</u> で署名の上、密封して提出すること。英語の推薦状には日本語訳を添付すること) ^{注1}
3		写真1枚 (カラー、胸から上、正面で、応募前6ヵ月以内のもの、4.5×3.5cmを願書に貼付のこと)
4		成績証明書（原本またはコピー） (履修科目、単位数、点数、評価及びその説明のあるもの。合格、不合格の評価のみのものは不可。 段階評価又は点数評価された直近の年のものを送付のこと ^{注2} 。成績証明書は1年分必要なため、直近のものが半年分の場合はその前年のものも添付すること)
5		在学証明書（日本語で書かれた募集開始日以降のもの、コピー不可）
6		住民票の写し（募集開始日以降のもの） ^{注3} (コピー不可。「国籍・地域」「在留資格等」が省略されているもの不可。 <u>マイナンバーが記載されたもの</u> の不可。外国人登録原票記載事項証明書の原本及びコピー不可。また、外国人登録証明書のコピーも不可)
7		願書及び成績証明書のコピー 4セット (写真貼付の願書1枚目のみカラーコピー、ホチキス留めはしない)
8		【該当者のみ】論文のコピー 4セット（出版済の論文がある人のみ。両面印刷でホチキス留めすること。最初のページの自分の名前に赤ペンで下線を引き、右上には受付番号と、カタカナで名前を書くこと）
9		【該当者のみ】他の奨学金及び研究助成金の支給団体名、期間、使途、金額等を証する写し (2024年4月～2025年3月にかかる期間で他の奨学金及び研究助成金を受給中、又は受給が決定している場合のみ)
10		大学担当部署のチェックは受けましたか？また、指定の5ヵ所に受付番号(成績証明書には右上に受付番号とカタカナで名前も記入すること)は書きましたか？加えて推薦状の入った封筒にも受付番号を書いてください。

注1・・ 推薦者は、在籍校で研究指導に責任をもつ方のみ。

注2・・ 在籍校の成績証明書が合格・不合格のみの場合、または卒業まで評価が出ない場合は、卒業した大学の直近の成績証明書を添付すること。（母国の成績証明書可）

注3・・ 外国人登録原票記載事項証明書、在留カードのコピーは不可。

2012年7月9日より「適法に3か月を超えて在留する外国人であって住所を有する者」について住民票が作成されているため、住民票以外のものは添付資料として認めません。

No. 24 - S

奨学生願書

<医薬系>

※受付番号を記入すること
番号がないものは選考外

写真貼付のこと
(4.5×3.5cm)
カラー・胸から上を近影
6か月以内のもの

公益財団法人 大塚敏美育英奨学財団

代表理事 大塚 一郎 殿

年 月 日

貴財団の奨学生として採用を希望しますので、所定書類を添付のうえ応募いたします。

①	フリガナ		性別	年 齢	満 歳
	氏 名		男	生年月日	西暦 年 月 日
	アルファベット表記				
	母国語表記		女	国 籍	
氏名 (アルファベット大文字)					
Family name/Surname (姓) _____ , First name (名) _____ Middle name _____					
② 分野 (該当するものに○を記入)			医学 ・ 歯学 ・ 薬学 ・ 工学		
③ 所属機関	大学院名／機関名		学部・研究科		学科・専攻
	学 年 (該当する課程に○を記入)		学 籍 番 号		指 導 教 員 名
	博士前期 (修士に該当) _____ 年				
	博士後期 (博士に該当) _____ 年				
	(4年制) 博士課程				
日本への入国年月		入 学 年 月		卒業・修了予定年月	
年 月		年 月		年 月	
④ 学歴及び職歴 (兵役も含む)	年 月	～	年 月	学 歴 (母国の最終学歴から記入) ・ 職 歴	
		～			
		～			
		～			
		～			
		～			
		～			
		～			
⑤ 外国人留学生担当部署及び担当者名	外国人留学生担当部署		担当者名		
	課・センター		(フリガナ: _____)		
	担当部署 (担当者) の連絡先電話番号		担当者メールアドレス		
	— —				

⑥ 本人現住所	〒				
	最寄りの電車の駅		線 駅		
	自宅 ・ 学寮 ・ アパート ・ その他 []				
	携帯電話番号		電話番号(固定電話)		
	— —		TEL. — —		
	Email (PC) ※ 読みやすく書いてください				
⑦ 母国の住所	〒				
	TEL. — —				
⑧ 家族構成 (父母・配偶者・子・兄弟姉妹)	氏 名	続柄	年齢	勤務先/ 学校名	自宅住所
					TEL.
					TEL.
					TEL.
					TEL.
					TEL.
					TEL.
⑨ 配偶者の収入	※以下は配偶者がいる場合のみ記入				
	奨学金受給の有無			有 ・ 無	
	支給団体名:				
	(月額・年額		円 / 受給期間: 年 月 ~ 年 月)		
	給与(アルバイト等も含む)		円/月 (職種:)		

⑩ 生活費	家賃		生活費(食費・光熱費等) ※授業料・家賃は除く	
	円/月		円/月	
⑪ 収入等	月收入(アルバイト、TA、RA等)			
	有・無	円/月		(職種: 時間/週)
	仕送り			
	有・無	円/月		(仕送り人続柄:)
	現在受給中の奨学金			
	有・無	名称: 月額・年額 円(受給期間: 年 月 ~ 年 月)		
	その他収入(児童手当、貯金の取り崩し等もここに書くこと) 円/月 (内容:)			
⑫ 授業料減免	現在の減免状況	申請中・確定(全額/半額/____%)・不合格・申請していない 授業料免除制度なし・制度はあるが申請資格なし		
	授業料	円/年	今年度の自己負担額	円
	来年4月～の状況	申請予定(月)・申請中・確定(全額/半額/____%)・不合格 申請予定なし・授業料免除制度なし・制度はあるが申請資格なし		
⑬ 学業面	週に何日授業がありますか?		(対面・オンライン・両方) 日	
	主に授業がある/研究をするのはいつですか?		昼間・夜間・半々	
	週に何日通学しますか?(授業・研究を含める)		日	
	土日祝は学校/研究室へ行きますか?		毎週・時々・休み	
	平均して何時～何時まで大学(研究室)にいますか?		時 ~ 時	
	現在受給中の研究助成金			
	有・無	名称: 円(受給期間: 年 月 ~ 年 月)		
	過去の研究助成金受給実績 名称 / 月額・年額(○で囲む) / 受給期間			
	名称: (月額・年額 円 / 受給期間: 年 月 ~ 年 月)			
⑭ 現在の奨学金・研究助成金併願状況	申請先 / 申請中・確定 / 月額・年額 (○で囲む)			
	名称:		(申請中・確定 / 結果発表: 月 日)	
	(月額・年額 円 / 受給期間: 年 月 ~ 年 月)			
⑮ 過去の奨学金受給実績	名称 / 月額・年額(○で囲む) / 受給期間			
	名称:		(申請中・確定 / 結果発表: 月 日)	
	(月額・年額 円 / 受給期間: 年 月 ~ 年 月)			

※アルバイト等の収入や研究助成金の受給は可否に影響はありません。ただし収入と支出の明細が記入されていない、又は合理性に欠けると判断される場合は選考対象外となりますので、現状を正確に記入してください。

[医薬系]

推 薦 状

被推薦者名

上記留学生は貴財団奨学生として適格な人物と認め推薦いたします。

但し、奨学生として採用された場合は、貴財団の諸規程を遵守するよう指導いたしますと共に、もし、給付停止の要件に奨学生が該当したときは、速やかに、その旨を貴財団に連絡することを確約いたします。

(推薦者)

年 月 日

大学院名
(機関名)

講座

分野

役職

氏名
(ご署名)

印

電話番号

Email

※講座、分野がない場合は空欄にしてください。

※氏名(ご署名)欄は推薦者が自筆でご記入ください。代筆・タイプの場合は選考対象外とします。

※推薦状は必ず推薦者自らが密封し、被推薦者または奨学金担当者にお渡しください。

推 薦 理 由

(推薦者との関係とその期間、人物・将来性についての所見、被推薦者が取り組むテーマの意義等)

※具体的にご記載ください。推薦理由が抽象的過ぎる場合は選考対象外になる場合がございます。

※ 被推薦者が当財団奨学生に採用されて実施した研究成果が論文発表された場合には、その論文別刷(コピー可)の1部を当財団事務局まで送付していただきますようお願いいたします。また、論文には当財団より支援を受けた旨を謝辞欄に明記するよう被推薦者にご指導をお願いいたします。

[工学系]

推 薦 状

被推薦者名

上記留学生は貴財団奨学生として適格な人物と認め推薦いたします。

但し、奨学生として採用された場合は、貴財団の諸規程を遵守するよう指導いたしますと共に、もし、給付停止の要件に奨学生が該当したときは、速やかに、その旨を貴財団に連絡することを確約いたします。

(推薦者)

年 月 日

大学院名
(機関名)

講座

分野

役職

氏名
(ご署名)

印

電話番号

Email

以下をご確認の上、チェック☑してください。

☐ 被推薦者の研究内容が医学または薬学に関連していること、実際に連携・応用を目指していることを認め、推薦します。

※講座、分野がない場合は空欄にしてください。

※氏名(ご署名)欄は推薦者が自筆でご記入ください。代筆・タイプの場合は選考対象外とします。

※推薦状は必ず推薦者自らが密封し、被推薦者または奨学金担当者にお渡しください。

※博士課程の学生を推薦する場合、推薦者は学位取得の際、主査予定者としての責任を持つ方に限ります。

推 薦 理 由

(推薦者との関係とその期間、人物・将来性についての所見、被推薦者が取り組むテーマの意義等)

※具体的にご記載ください。推薦理由が抽象的過ぎる場合は選考対象外になる場合がございます。

※ 被推薦者が当財団奨学生に採用されて実施した研究成果が論文発表された場合には、その論文別刷(コピー可)の1部を当財団事務局まで送付していただきますようお願いいたします。また、論文には当財団より支援を受けた旨を謝辞欄に明記するよう被推薦者にご指導をお願いいたします。

⑬ 将来の抱負

- 将来、社会でどのような役割を担いたいか書いてください。

句読点を含めて400字以内で総論的にまとめること。(字数制限を超えたものは審査の対象としません。)

[illegible]

200

400字

- 日本と母国の架け橋としてどのようにリーダーシップを発揮したいかを書いてください。

⑰ 留学の 目的	
⑱ 将来の抱負に 対する現在の 進捗度	
⑲ 2024年の 目標	

②② 研 究 内 容

「研究内容」「研究室の中で具体的に自分が何をしているか」「来年1年間で研究テーマに対してどう貢献していくか」を書いてください。

1ページ目

研究タイトル

句読点を含めて800字以内で具体的にまとめること。(字数制限を超えたものは審査の対象としません。)

A full-page sheet of white graph paper featuring a uniform grid of thin, light gray horizontal and vertical lines. The grid consists of 20 columns and 20 rows, creating a total of 400 small squares. The margins are consistent on all sides.

400

460字(次ページへ続く)

②② 研 究 内 容

2ページ目

A full-page sheet of white graph paper with a light gray grid. The grid consists of small squares, approximately 10 units wide by 10 units high. There are no margins or additional markings on the page.

600

800字

● 2024年の学会発表、論文投稿の状況

例) 国内発表 口頭・ポスター / 応募中 採択 5、10月

・国内発表 口頭・ポスター / 応募中・採択 _____月

口頭・ポスター / 応募中・採択 _____月

・海外発表 口頭・ポスター / 応募中・採択 _____月

口頭・ポスター / 応募中・採択 _____月

・論文 投稿中 和文誌 _____本_____月 / 英文誌 _____本 _____月

誌名：

※ 雑誌・論文は正式名称を記入すること

②① 過去1年の成果及び活動

過去1年間でどのような成果をあげたか書いてください。

(学会発表・論文投稿・社会貢献活動等を含む1年間の成果及び進展)

句読点を含めて400字以内で具体的にまとめること。(字数制限を超えたものは審査の対象としません。)

※箇条書き不可。成果及び進展が乏しい人は応募できません。

[illegible]

200

400字

② 学会発表、論文投稿等の実績

2023年11月までの実績をすべて記入してください。誌名等の詳細は下の詳細欄に箇条書きで書いてください。

※学術誌論文の場合は「著者名」「論文標題」「雑誌名」「巻」「最初と最後の頁」「発行年(西暦)」「査読の有無」「IF」「掲載論文のDOI(デジタルオブジェクト識別子)」を書いてください。著者名が多数の場合は上位3名のみ記入し、著者の総数と申請者の順番を記載すること。

例) 国内発表 口頭 3 回 / ポスター 5 回

1. 国内発表 口頭 _____回 / ポスター _____回

2. 海外発表 口頭 回 / ポスター 回

3. 論文 掲載済 _____ 本 / 英文誌 _____ 本

4. 論文掲載決定 和文誌 _____本 / 英文誌 _____本

(論文、学会等の詳細)

③ 資格・特記事項等	日本語能力検定 級(年 月取得)									
	TOEICスコア 点(年 月取得)、TOEFLスコア 点(年 月取得)									
④ 振込先	フリガナ									
	口座名義人									
	銀行・ゆうちょ銀行等の預貯金口座									
					銀行・ 信用金庫・ 信用組合				本店・ 支店・ 出張所	
	口座番号									

私は、奨学生願書に記入した内容および提出書類に虚偽のないこと、記入にあたりChatGPTを一切使用していないことを、ここに誓います。

また、本申請に関する個人情報を財団が事業の目的の範囲内で第三者に提供することに同意いたします。

署名：

印

印鑑をお持ちの場合は押印してください。

※出願書類に不備・不明な点がある場合、記載内容に虚偽があった場合には、選考から除外します。

※採用後、記載内容に虚偽が発見された場合には、採用を取り消します。

☆記入上の注意☆

- ・推薦状以外、応募者本人が日本語もしくは英語の手書きで記入すること。
英語の場合、日本語訳を添付すること(両面不可。様式は問わないが願書のページごとに分けて作成すること)。
- ・応募者が使用可能な言語で願書を記入すること(日本語で願書を提出した場合は日本語での面接になります)。
- ・黒インク又は黒ボールペンで記入のこと(消せるペン・青インクのペンは使用不可)。
- ・固有名詞はすべて正式名称とし、省略は一切しないこと。

なお、記入いただいた情報は、当財団の事業を遂行する目的以外には一切使用しません。

If you have previously received a scholarship from the Foundation, write ALL your previous reference numbers.

奨学生願書 ＜医薬系＞

(継続申請者 No.23 - S

＜半年間の継続希望＞

Write the year, month, and date on which you completed this application form, using the Gregorian calendar.

Circle this option if you are a 2023 scholarship recipient who have enrolled in fall and scheduled to graduate in fall next year, and wish to continue receiving the scholarship for an additional half-year.

* Only those scheduled to graduate within the standard period for completion are eligible.

年 月 日

と心算いたします。

フリガナ	性別	年 齢	満 歳
氏 名	男		
アルファベット表記			
①	女	国 籍	
母国語表記			
氏名 (アルファベット大文字)			
Family name/Surname (姓)			
Write your name in your native language.			
② 分野 (該当するものに○を記入)			
医学 ・ 歯学 ・ 薬学 ・ 工学			
③ 所属機関			
学 年 (該当する課程に○を記入)			
博士前期 (修士に該当)			
博士後期 (博士に該当)			
(4年制) 博士課程			
日本への入国年月			
年 月			
Write the year and month that you first entered Japan for the purpose of study (NOT the year and month that you re-entered Japan after leaving temporarily).			
年 月			
学 歴 (母国の最終学歴から記入) ・ 職 歴			
④ 学歴及び職歴 (兵役も含む)			
Refer to the sample in FAQ and write in chronological order beginning with the oldest data at the top, from the last school attended in your home country to the school you are currently attending. Leave no gaps in the chronology.			
Write your faculty/graduate school and your department/major.			
⑤ 外国人留学生担当部署			
外国人留学生担当部署及び担当者名			
課・センター			
担当部署 (担当者) の連絡先電話番号			
担当者メールアドレス			

⑩	生活費	生活費(食費・光熱費等) ※授業料・家賃は除く 円/月	
⑪	収入等	<p>Write your monthly living expenses, excluding housing rent and tuition fees.</p> <p>Write your monthly income and expenses here. Your application will be disqualified if the information you provide does not show how your expenses are covered, such as if you have no income but you are paying rent and living expenses. If you dig into your savings to cover your living expenses, write it in the Other Income (その他収入) field.</p> <p>Write your tuition reduction situation as of now and after April next year. If none is applicable, please write your current situation in blank space. In the section for tuition fees, please write the regular annual amount. In the section for self-pay amount (自己負担額), write the tuition fee you have to pay (E.g. For the first semester: ○○yen, for the second semester: Undecided). If you don't know how much you have to pay, write "Undecided".</p>	
⑫	授業料減免	<p>週に何日授業がありますか？ (対面・オンライン・両方) 日</p> <p>主に授業がある/研究をするのはいつですか？ ・夜間 ・半々</p> <p>週に何日通学しますか？(授業・研究を含める) 日</p> <p>担当教員とは週に何回面談しますか？</p> <p>平均して何時～何時まで(研究室)にいますか？ 時</p> <p>Applicants in the field of Business Administration only: State how many times a week you consult with your supervisor and/or other faculty member(s) who provide you with advice and guidance on your research topic.</p>	
⑬	学業面	<p>現在の奨学金・研究助成金併願状況</p> <p>名称: (月額・年額) 円 / 受給期間: 年 月 ~ 年 月</p> <p>名称: (月額・年額) 円 / 受給期間: 年 月 ~ 年 月</p>	
⑭	現在の奨学金・研究助成金併願状況	<p>名称: (月額・年額) 円 / 受給期間: 年 月 ~ 年 月</p> <p>名称: (月額・年額) 円 / 受給期間: 年 月 ~ 年 月</p>	
⑮	過去の奨学金受給実績(当財団の実績も記入すること)	<p>名称: (月額・年額) 円 / 受給期間: 年 月 ~ 年 月</p> <p>名称: (月額・年額) 円 / 受給期間: 年 月 ~ 年 月</p>	

※アルバイト等の収入や研究助成金の受給は合否に影響はありません。ただし収入と支出の明細が記入されていない、又は合理性に欠けると判断される場合は選考対象外となりますので、現状を正確に記入してください。

⑳ 研究について、この1年の進捗と来年の研究計画

昨年からの進展、研究目標の達成状況、来年の研究計画※について、失敗したこと、難しかったことを含め具体的に書いてください。

※半年間の継続を希望する人は「修了までの研究計画」

1ページ目

研究タイトル

If you are seeking a half-year renewal of your scholarship, please describe your progress since last year, degree of attainment of your research goals, and research plans up to completion of your degree.

句読点を含めて800字以内で具体的にまとめること。(字

[illegible]

400

460字(次ページへ続く)

別紙

成績評価係数 計算方法

下記の計算式により小数点第二位まで算出（小数点第三位を四捨五入）した数字を成績証明書(写)に記入して下さい。

〔成績評価係数の算出方法〕（小数点第三位を四捨五入）

	成 績 評 価				
4段階評価（パターン1）		優	良	可	不可
4段階評価（パターン2）		A	B	C	F
4段階評価（パターン3）		100～80点	79～70点	69～60点	59点～
5段階評価（パターン4）	100～90点	89～80点	79～70点	69～60点	59点～
5段階評価（パターン5）	S	A	B	C	F
5段階評価（パターン6）	A	B	C	D	F
成績評価ポイント	3	3	2	1	0

〔計算式〕

$$\frac{(\text{「評価ポイント3の単位数」} \times 3) + (\text{「評価ポイント2の単位数」} \times 2) + (\text{「評価ポイント1の単位数」} \times 1) + (\text{「評価ポイント0の単位数」} \times 0)}{\text{総登録単位数}}$$

※合格の評価は加算しない。（係数値算出から除外）

Tips on Applying for Scholarships

Education and Student Support Department

Student Exchange Division

International Education Section

2019.02.01

1. Before applying

- Read the application guidelines carefully to determine whether or not you meet the requirements. Be sure to take note of any obligations for scholarship recipients in addition to the application requirements and details of the award. (E.g. mandatory attendance at conferral ceremonies and exchange events, submission of periodic assignments to the scholarship organization, etc.)
- Make sure you have all the required documents on hand. In particular, many students forget to submit academic transcripts from their previous curricula.
- If you have applied to other scholarship organizations via either university recommendation or direct application, you cannot apply for any further scholarships, even if you do not yet know the results of your other applications. (Except in cases where both scholarships permit receipt of multiple scholarships at the same time.)
- Screening methods vary depending on the organization. If there is an interview, note the travel expenses, location, date/time etc., and be sure you will be able to attend.

2. Application documents

- Do not reuse documents from previous applications, even if you are applying to extend a current scholarship. Always prepare new documents.
- Do not use erasable pen (e.g. Frixion); always fill out application forms with a black ballpoint pen. (Application documents written in erasable pen cannot be submitted to the scholarship organization.)
- During the screening process, your application documents will greatly influence the impression you give. Fill out all forms neatly so that they are easy for the evaluators to read.
- If you make a mistake, do not use corrective tape/fluid or cross out the mistakes. Prepare a new form instead.
- Do not abbreviate your undergraduate/graduate school's name; enter the full name.
- Be sure to read and follow all notes and instructions on filling out the forms.
- As a matter of courtesy, fill in at least 70-80% of the space provided for each short-answer/essay question.
- After you have finished, double check your application to make sure that no items are blank. In particular, enter answers even for items not applicable to you, e.g. "None" (or "0" for amounts) etc.
- *If outputting data from Excel, check to make sure all characters fit within the provided spaces.

3. Other

- If you have any questions about the application requirements or how to fill out the forms, please inquire with the person who handles scholarships for your department. Do not try to individually contact the scholarship organization.
- Note that recipients of the President Fellowship or other scholarships that pay tuition may not be able to apply for a tuition exemption for the duration of that scholarship. Be sure to check with the person who handles scholarships for your department.
- If you plan to apply for a scholarship directly (without going through the university), or to extend a scholarship, you must contact the person who handles scholarships for your department and inform them beforehand.

*This form does not need to be submitted, if you have submitted anytime in **October 2023 or thereafter**.

Personal Information Form for Privately-Funded International Students

1. Information of yourself

Status	Undergrad. (year: ____) / Undergrad. research student Master's Course (year: __) / Doctoral Course (year: __) / Grad. Research student			Student ID No.	
Department and Major		Supervisor		Phone (Lab.)	
Name	(Chinese characters: _____)				Married/Single
Date of birth	_____/month ____/date ____/year (Age: _____)			Nationality	
University (school) attended before Tohoku Univ.		Date of graduation/completion: ____/month ____/year			
Enrollment history in Tohoku Univ. (in order from most recent)	Status	Period			
		From ____/month ____/year to present			
		From ____/month ____/year to ____/month ____/year			
		From ____/month ____/year to ____/month ____/year			
Residence (circle)	<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> University House Katahira University House Sanjo (Ⅱ・Ⅲ) International House Sanjo 1 International House Higashi-Sendai Prefectural/municipal apartment (Address: _____) Private apartment (Address: _____) </div> <div style="width: 48%;"> University House Aobayama University House Nagamachi International House Sanjo 2 </div> </div>				

2. Family Information (Include family members in your home country)

*If your spouse is a student, write the name of the school, and year level.

Name	Relationship	Age	Country of Residence	Occupation and Place of Employment, or Name of School Attending
	Father			
	Mother			

*This form does not need to be submitted, if you have submitted anytime in **October 2023** or thereafter.

Scholarships Received

* Have you received any scholarships to date? YES / NO (circle)

If YES, write the details below.

Period received	Amount monthly/yearly (circle)	Name of scholarsip
_____ (Month) (Year) to _____ (Month) (Year)	_____ yen monthly/yearly	
_____ (Month) (Year) to _____ (Month) (Year)	_____ yen monthly/yearly	

* Please indicate below if you have not been accepted any scholarship applications within these two years.

Write the scholarship name and the year of application.

Year	Scholarship Name
Year	Scholarship Name

Tuition Waiver (Exclude a research student period)

* Circle where appropriate

2023	Semester 2	Applying	Full	Half	Not-approved
	Semester 1	Full	Half	One-third	Not Approved
2022	Semester 2	Full	Half	One-third	Not Approved
	Semester 1	Full	Half	One-third	Not Approved