

Dear Sir or Madam,

I am writing to ask for your collaboration in nominating students for the Japanese Government Scholarship for 2013. The scholarship is for graduate students who want to study at Juntendo University. Please see the guidelines for the Japanese Government (MONBUKAGAKUSHO :MEXT) Scholarship for 2013 (Research Students) .

We will receive the official notice about the scholarship from MEXT in late November. However, there would be less time for notification, selection and application by then. We will update you once we get the final confirmation from MEXT. Please select and nominate the best students from your respected institution.

We hope that the exchange students from both our institutions will lead to the development of deeper understandings and stronger relationships between our institutions. We look forward to receiving your institution's recommendations.

We sincerely wish your institution a bright future in the years to come. Please contact us by email if you have any further questions.

Sincerely,

Juntendo University International Center
<juic@juntendo.ac.jp>

Japanese Government Scholarship for 2013 (Research Students) Application Guidelines

We will receive the following notice from the Ministry of Education, Culture, Sports, Science and Technology (MEXT) by the end of November 2012. Please recommend qualified and outstanding students who meet the criteria described below.

1. Benefits

Financial scholarship: 146,000 JPY per month (for Research Student, as of 2012)

Subject to change depending on MEXT's budget

Students must be officially enrolled as of October 2013.

Leave of Absences and holdovers are not permitted.

Travel expense: Roundtrip plane tickets (economy) from/to your country for your study period will be provided by MEXT. Other travel expenses such as expenses for temporal personal return to the home country and travel inside Japan will not be provided.

Admission fee and Tuition: Fees will be exempt as long as a Government Scholarship Student status is maintained (tuition will be paid for by the university)

Experiment and Laboratory fee: Exempt (fees will be paid for by the university) from October 2013 to March 2015 (18 months)

Duration of study: Can be extended with MEXT's permission, if you accepted into Juntendo University Graduate School

2. Candidates

- Candidates must currently reside in a country other than Japan and must come to Japan to conduct research activities at Juntendo University as a research student. Japanese citizens are NOT eligible for the scholarship.
- Candidates must have completed 18 years of formal education, including graduation from a medical school, and worked at least 2 years as a researcher in a medical university or a medical research facility. The candidate must be at

least 24 years old.

- Candidates must be under 35 years old (born on April 2, 1978 or later) at the time of enrollment to Juntendo University.
- Candidates who hold a Master's degree will be given priority over those who have only a Bachelor's degree.
- Candidates must be healthy both physically and mentally.
- Candidates must have a good command of English (TOEIC: 650 or more, TOEFL: 523 or more (PBT), 193 or more (CBT), 70 or more (iBT), and IELTS: 6.0 or more.
- Candidates must hold a GPA (Grade Point Average: in the MEXT's terms, *Gakugyo Seiseki Keisuu*) of 2.3 or more on a **3.0 scale** in the previous 2 years.

	優	良	可	不可	Pattern 1
	A	B	C	E, F,etc	Pattern 2
	100-80	79-70	69-60	59-	Pattern 3
S	A	B	C	E, F,etc	Pattern 4
A	B	C	D	E, F,etc	Pattern 5
100-90	89-80	79-70	69-60	59-	Pattern 6
3	3	2	1	0	Points
Passing Grades				Failure	

Example (In the case of Pattern 5)

Course Title	# of credits	grades	Points	Scores
History	3	A	3	3*3=9
Chemistry w/lab	4	B	3	4*3=12
Literature	3	C	2	3*2=6
Total	10			27

In this case, your GPA (*Gakugyo Seiseki Keisuu*) will be: 27/10= 2.7

**Those who are ineligible:

- Anyone who is an active member of the military or with military civilian qualifications
- Anyone who has been a Japanese Government Scholarship Student in the past (exceptions apply: please let us know if applicable)
- Anyone receiving a scholarship from an institution other than MEXT, including those from their own country

**Scholarship will be terminated under the following conditions:

- Any false or untrue information in the application
- Violation of the contract/ agreement made with MEXT or the Dean of Juntendo University
- Inability to complete graduate studies due to unsatisfactory academic performance or suspension
- Expulsion from Juntendo University Graduate School or transfer to another graduate school
- Change of Student Visa Status (“*Ryugaku*”)

Other Conditions

- Scholarship funds will not be provided during Leave of Absence or periods of long-term absence
- If a candidate wants to continue their studies in Juntendo University he or she can apply to the Graduate School of Medicine in January 2014. If the student passes the entrance examination he or she can enroll as a graduate student in the Ph. D. course (4 -year laboratory based training course) and still maintain their Japanese Governmental Scholarship.

3. Internal selection

- Deadlines:
January 15, 2013 (Tue) Please send Juntendo University International Center your list of candidates and the documents of the candidates by fax or e-mail
January 21, 2013 (Mon) Please send all original application forms by mail

- Submit the original application forms to:

Juntendo University International Center (JUIC) Hongo 2-1-1, Bunkyo-ku, Tokyo 113-8421 JAPAN email: juic@juntendo.ac.jp fax: +81-3-3811-7893

- Required documents:
 - ① **The JAPANESE GOVERNMENT (MONBUKAGAKUSHO:MEXT) SCHOLARSHIP application form (attachment)**
 - ② **“Field of Study and Study Program” form (attachment)**
 - ③ **A letter of recommendation from the Dean or the head of the applicant’s graduate school addressed to the President of Juntendo University**

- ④ **Academic transcript** from the institution (graduate school) where the candidate earned their highest degree
- ⑤ Diploma or **certificate of (anticipation of) graduation** from the institution (graduate school) where the candidate earned their highest degree
- ⑥ The institution's grading rubric where the candidate earned their highest degree For example, out of 100 people 10% will receive an A, 20% will receive a B, etc. The rubric should prove that the candidate has been in good academic standing
- ⑦ A copy of the Japanese Language Proficiency Test (JLPT) certificate
Candidates who passed the JLPT N1 or N2 are preferred. If the candidates have not taken/passed the previous mentioned levels, they **can apply on condition that** they take the test after coming to Juntendo University.
- ⑧ **Proof/certificate of family register or citizenship (residency)** in the candidate's home country
- ⑨ **1 photograph: Must be taken within the 6 months of the application, 4.5cm x 3.5cm, upper body, facing front, and no hats; write your nationality and name on the back. Electronic forms accepted**
- ⑩ Summary of the thesis or dissertation
- ⑪ A copy of English language proficiency test score certificates (TOEIC, TOEFL, IELTS, etc.)

(Please submit ①,②,③,and ⑨ first)

4. Juntendo University Internal selection results

- The recommenders (partner schools) and all candidates will be notified by Juntendo University International Center in the beginning of February, 2013.

5. Notification of the MEXT selection results

- After Juntendo University is notified by the Ministry in April 2013, we will notify the candidates and recommenders.

6. The student awarded the scholarship must arrive in Tokyo between the period of **September 17, 2013 and October 15, 2013** to start their studies. If the student cannot arrive during the designated period the candidate is not eligible for the scholarship.

7. The first payment date of their MEXT scholarship will be **at the end of October 2013.**

If you have any further questions, please let us know by email. (juic@juntendo.ac.jp)

Juntendo University International Center (JUIC)

November 1, 2012