
*University Recommendation Research Student>*

*(Overseas Selection = Selection of New Applicants Before They Arrive in Japan)*

International Center, Chuo University

January 2010

*Monbukagakusho* (MEXT: Ministry of Education, Culture, Sports, Science and Technology, Japanese Government) offers scholarships to international students who will study in the Graduate Program at Japanese universities, upon recommendation of Japanese host universities.

The International Center, Chuo University will nominate to *Monbukagakusho* either of the following applicants who will come to study in the Graduate Program of Chuo University in September 2010 as a non-degree student (Senkasei or Kenkyusei)*:

1) Applicants who are nominated formally as exchange students by the partner institutions of Chuo University under the reciprocal student exchange program. Those applicants should be students currently registered in the graduate program of the home institution.

2) Applicants who are nominated formally by the President, Vice-President, or the Dean of Graduate School of the partner institutions of Chuo University. Those applicants may include persons who have already graduated from the undergraduate or graduate program of the home institution or who are currently academic staff members of the home institution.

*Please note that the students will be accepted at Chuo University as non-degree student, i.e. Kenkyusei (full-time non-degree research student) or Senkasei (full-time non-degree student). Under these statuses, it is not possible for the students to obtain a degree from Chuo University. If, with written permission of the home institution, students wish to apply for degree status in a future period, they must reapply to Chuo University by submitting a new application form prior to the established deadlines and take a formal entrance examination for admission to a degree program. The students will be subject to a review of academic and financial credentials as a standard requirement of all applicants for degree status at Chuo University. If accepted to a degree program, students will not be considered a participant of the exchange program.*

**[IMPORTANT]:**

1) The screening committee of Japanese Government (*Monbukagakusho*: Ministry of Education, Culture, Sports, Science and Technology) will select grantees. Chuo University cannot guarantee that the nominated students will be accepted by *Monbukagakusho* as grantees.

2) Even though the applicant failed in acquiring this scholarship, Chuo University does NOT provide financial grant of any kind.

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3) It is NOT allowed to apply for this scholarship through more than one Japanese university at the same time. Applicants for this scholarship are not allowed to apply for other Monbukagakusho Scholarships (e.g. Monbukagakusho Scholarship by Japanese Embassy Recommendation) or JASSO Short-term Student Exchange Promotion Program (Inbound) Scholarship.

4) Applicants are not eligible to apply for this scholarship in case it has already been decided that he/she will receive other scholarship for study in Japan.

5) When accepted, grantees of this scholarship will not be allowed to take Japanese language and academic courses at a Japanese university other than Chuo University or to move to other Japanese university for academic study.

6) Former Monbukagakusho scholarship students are eligible to apply, only when they have been engaged in education/research for more than three years after returning to their home country.

[Deadline]
Deadline for submitting Monbukagakusho scholarship applications to the International Center, Chuo University

February 15, 2010

Please understand that applications received after this date cannot be considered.

[Qualification and conditions]
Applicants must satisfy all of the following qualifications and conditions:

(1) Applicants:
Applicants must be persons who will come to study in the Graduate Program of Chuo University in September 2010 as a non-degree research student (Kenkyusei) or non-degree student (Senkasei).
Applicants must be either of the following (a) or (b):
(a) Applicants who are nominated formally as exchange students by the partner institutions of Chuo University under the reciprocal student exchange program. Those applicants should be students currently registered in the graduate program of the home institution.
(b) Applicants who are nominated formally by the President, Vice-President, or the Dean of Graduate School of the partner institutions of Chuo University. Those applicants may include persons who have already graduated from the undergraduate or graduate program of the home institution or who are currently academic staff members of the home institution.

(2) Nationality:
Applicants must be citizens of a country officially recognized by Japanese Government. Applicants who possess Japanese citizenship can’t apply this scholarship.

(3) Age: Applicants must be born on or after April 2, 1975.

(4) Academic Background:
Applicants must have graduated from the undergraduate program of a university/college or the equivalent.
(5) **Study Area:**
The study area must be in the same or related field as the applicant has studied in his/her undergraduate level. In addition, the study area must be the field that Chuo University is able to instruct him/her.

(6) **Health:**
Applicants must have no infectious diseases. In view of expected psychological burden due to cultural and environmental changes, mental as well as physical health is an essential prerequisite.

(7) **Japanese Language Proficiency:**
Applicants who wish to pursue such fields of study as Japanese linguistics, Japanese literature, Japanese history and Japanese law must have sufficient Japanese language proficiency to catch up with these courses at graduate level.

*For applicants to the Graduate school of Science and Engineering:*
Please note that you can take Japanese language classes offered at Korakuen Campus, which is offered 3 classes per week (90 min. each class) after the enrollment.
You cannot take Japanese language classes offered in Tama Campus.

(8) **Arrival in Japan:**
Applicants must be able to arrive in Japan on the dates designated by Chuo University. For the year 2010, the designated dates will be tentatively scheduled on between September 14 to 20, 2010.
In case you can’t arrive designated date, MEXT will not pay neither travel expense nor Settling-in allowance.

(9) **Monbukagakusho will not accept the following applicants as grantees.**
1) Ministry personnel and military civilian employees registered on the active list.
2) Those who will not be able to arrive in Japan during the designated dates.
3) Any applicant who received a Japanese Government Scholarship in the past is not eligible unless it has passed three years or longer after completing the previous grantee period. (However, former “Japanese Studies” scholarship students as well as former “Japan-Korea Basic Scientific Cooperation Program” scholarship students may apply for this scholarship if they have completed the undergraduate courses of their enrolled universities after returning to their home countries.)
4) Those who will be awarded a scholarship other than the Monbukagakusho Scholarship, e.g., a scholarship of their own country's government or private foundations.
5) Applicants are not eligible to apply for this scholarship in case it has already been decided that he/she will receive other scholarship for study in Japan.
6) Applicants are not eligible to apply for this scholarship in case it has already been decided that he/she will enroll in a regular course at a Japanese university with the resident status of College Student at the time of application.
[Contents of scholarship]

(1) Scholarship:
   ¥152,000 per month
   Above is an actual amount in 2009.
   The amount of the scholarship in 2010 is not decided yet, the amount might be changed without notice.

(2) Tuition Fee:
   The grantee of this scholarship will be exempted from the tuition fee of Chuo University.

(3) Travel expenses:
   1) Travel expenses to come to Japan:
      An economy class air ticket from an international airport* nearest to the student’s current address (in home country) or home institution to the New Tokyo International Airport (Narita Airport).
      *Travel expenses from student’s current address to an international airport nearest to the student’s current address, airport tax and the other special tax which necessary to travel should be paid individually by grantee.
      *Travel insurance for self and baggage whilst traveling to Tokyo is strongly advised.
   2) Travel expenses to return to home country (only for students returning to their home country by the date designated by Monbukagakusho):
      An economy class air ticket from the New Tokyo International Airport (Narita Airport) to an international airport* nearest to the student’s current address (in home country) or home institution.
      *Please note: The grantee can not use any airport other than the international airport located in the country of which the grantee has a citizenship.

(4) Health Insurance:
   Students should register for the National Health Insurance at local government in Japan and to pay this insurance fee, which is very small (ex.: ¥1,000/month).

[Duration of the Scholarship]
Up to 18 months from October 2010 to March 2012
In case a grantee desires to move on to a regular graduate course, duration of the scholarship may be extended under the condition that a recommendation through Chuo University is approved by Monbukagakusho. (The grantee is not able to apply for an extension of scholarship as a research student.)

Please Note:
1) Any grantee who desires to move on to a regular graduate course must pass an entrance examination held by Chuo University.
2) It is not permitted to apply for a degree status at another university.
3) Chuo University will provide the grantee with a tuition fee waiver for the period of the term of Monbukagakusho scholarship only.

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[Country to which the Scholarship Program is available]
Applicants must be a nationality of a country officially recognized by Japanese Government.

[Application procedures]
The following documents must be submitted to Monbukagakusho through the Chuo University.

1. Application to Chuo University
   Exchange program coordinators or authorized person at the applicant’s home institution should send the original copy of all of the following application documents to the Director of the International Center, Chuo University, no later than **February 15, 2010** (Please understand that applications received after this date cannot be considered). Direct applications by individual students are not accepted, or direct applications sent to Monbukagakusho by students or home institutions will not be accepted.

   Please Note:
   1) The application forms and documents must be written (preferably typewritten) in either English or Japanese. It is necessary to attach a translation in either English or Japanese, if the documents are written in other languages.
   2) Application documents submitted will not be returned.
   3) No application will be accepted unless all the documents mentioned above are fully and correctly completed.
   4) The documents should be created in a word processing program as much as possible.

   List of application documents:
   - Nomination List
   - Recommendation Letter
     The letter should be attention of Professor Kazuyuki Nagai, president of Chuo University from the President, Vice-President or Dean of the graduate school of the student’s home institution
   - Chuo Application
   - Application for Japanese Government (MEXT) scholarship with photograph (6 x 4) (5 pages) *Should be submitted “Double face printing”.
   - Field of Study and Study Program<Attachment>
   - Birth Certificate, Certificate of Family Register, or Certificate mentioned about your citizenship
   - Transcript of Academic Record (this academic record must be written GPA points) of student’s undergraduate and graduate school.
   - Certificate of Graduation/completion of the university and/or graduate school attended Certificate of Undergraduate and/or Postgraduate Degree(s), or a photocopy of the University Diploma, etc.
   - Certificate or other materials which prove that student’s academic performance is distinctly excellent, such as GPA points information, student’s academic ranking in the student’s home institution etc.
   - Summary of the thesis (Graduation thesis, etc.)
   - Photocopy of the certificate that shows Japanese/English language ability
   - Certificate of health
2. Screening at Chuo University

Screening procedures at Chuo University will be done as follows:

1) All candidates are required to choose host professors according to their major. They may choose up to two possible professors. If you need the list of the Chuo academic staff in separate brochure, please send e-mail to rumikosm@tamajs.chuo-u.ac.jp writing your study field or research theme.

2) The International Center, Chuo University will forward all application materials to the relevant Graduate Schools.

3) Each prospective host professor will receive the application materials through the office of the Graduate School and examine them, and then the professor will decide if he/she will be able to accept the candidate as a research student.

In case that a candidate is appropriate for a research student, the professor will contact a candidate by e-mail to have further information by asking the purpose of study, field of study and so on. After this e-mail correspondence (internet interview), the professor will make final decision if he/she accepts a candidate as a research student. If a candidate doesn’t contact the professor by the designated date, he/she will miss the opportunity to be recommended. A candidate will receive e-mail from the professor in the end of February 2010.

If the professor decides that a candidate is not appropriate for a research student, Chuo University cannot receive him/her as a research student.

Please note: according to the MEXT guidelines, we are required to submit a proof on interview held for each candidate to MEXT.

4) Based on the application documents and the decision of each prospective host professor, the International Center Committee will make a decision on whether candidates be admitted to Chuo University as a research student.

3. Screening by Monbukagakusho

Chuo University will recommend the candidates to Monbukagakusho with all required documents. Monbukagakusho will then confer with the selection committee. Monbukagakusho will make the final decision for the grantee and the term of scholarship.

4. Notice of Monbukagakusho’s screening results

Monbukagakusho will inform the results of the screening to Chuo University by the end of June 2010. International Center, Chuo University will notify the applicants' home institution of the results then.

[Please note]:
Grantees will be deprived of their scholarship in any of the following cases:

1) A false statement has been made on his/her application dossiers.
2) They violate any article of his/her pledge to Monbukagakusho.
3) They have been subjected to disciplinary action by the university or have no prospect for academic achievement. And they have been long absent from the Chuo University.
4) They drop out of Chuo University, or obtain a degree status at another university.
5) Their status of residence in Japan is changed from “Ryugaku (college student)” to any other status.