

Honjo International Scholarship Foundation

Guideline of Application for the Foreign Students' Scholarship

(Application Period : April 1 ~ May 31, 2020)

Outline of Scholarship

1. This scholarship is open to foreign students who will attend a graduate school at a Japanese university.
2. The payment of the scholarship money will be issued starting from **Autumn, 2020 onwards**.
3. The scholarship recipient is under no obligation to repay the amount they receive from our Foundation.
4. The period of the scholarship for the recipient is set in accordance with the shortest period of time required to complete the intended degree.
 - 4.1. ¥200,000 per month for 1 or 2 years
 - 4.2. ¥180,000 per month for 3 years
 - 4.3. ¥150,000 per month for 4 or 5 years
 - ※ The student is not allowed to change his / her course after the scholarship period has commenced.
 - ※ Those whose enrollment period is shorter than one year are not eligible to apply.
5. Travel grant to cover the expenses to attend an international conference, etc. will be provided to scholarship recipients, based on our scholarship provision rules.
6. The scholarship recipient is not permitted to receive any other scholarship in conjunction with the scholarship offered by our Foundation.
7. The scholarship recipient cannot gain employment other than part-time jobs related to his / her studies such as teaching assistant, research assistant, or related to international exchange affairs such as translators or interpreters while receiving our scholarship.
8. The scholarship recipient needs to participate in the individual interview and the events that we hold almost once a month.
9. After graduation from our foundation, the scholarship recipient is required to attend our events for alumni.

Number of Scholarships Available

A few students

Requirements

(To be eligible for applying our scholarship, the student must satisfy ALL of the requirement criteria shown below.)

1. The student who does not possess Japanese citizenship
2. The student must be enrolled by Autumn 2020 or applying for the academic course starting from Autumn 2020 at a graduate school in Japan. Those who are going to enter graduate schools at April 2021 are not eligible to apply for this program. Please apply for the program which starts to accept application from October 1 to November 30 (scheduled).
3. In principle, the student enrolling in a professional graduate school is not eligible for apply. However, student who can submit a research plan is eligible to apply.
4. To be eligible, the student applying for PhD program must have been born after August 31, 1984. Student applying for master's program must have been born after August 31, 1989.
5. The student should have a strong will to serve in his / her home country after graduation. This doesn't mean to have employment guaranteed already or to return his / her home country immediately after graduating the university.
6. The student must have a deep understanding of international friendship and goodwill, and must attend the events organized by the foundation and take part in the network as an alumni member.
7. The student must be able to carry an everyday conversation in Japanese. Interviews will be conducted in Japanese. (no exception)

Application Period

From April 1, 2020 to **May 31**, 2020

How to Apply

1. Enter "web application system" and fill up all the necessary information, and upload the required documents A~ D as PDF file.
"Web application system" → <https://entry.hisf.or.jp> (This system is available from April 1, 2020)
2. When you complete the entry procedure, the application number is issued.
Successful students' application numbers are announced in our website. So be advised to save the number you received, carefully.

Documents required to be uploaded are:

- A. **Academic transcript** (In Japanese or English; please attach a translation in case of other languages.)
A-1 Academic transcript of undergraduate course (Required)

If you transferred into the university from the College of technology (kōsen school system), the transcript of it is also required.

A-2. Academic transcript of graduate school (If you don't have it yet, it is unnecessary to submit.)

B. Research Proposal: Use the designated template and write in Japanese language. The three-page-template of MS Word file is available in our website.

What we want applicants to describe:

1. What you are going to research,
2. What and how you are going to contribute to your home country in the based what you will have learned or studied in Japan,
3. What you have achieved regarding research, academic and social activity.

C. A recommendation letter from the supervisor: Please get the recommendation letter describing the applicant's academic performances, personal characteristics evaluation, future potential etc. The student can also get the recommendation letter from the previous supervisor in his / her country, if the recommender is more familiar with his / her academic background.

The number of sheets and formats are not designated, but please attach a translation if it is written in the languages other than English or Japanese.

D. Documents that prove admission, such as an admission letter, a letter of acceptance etc. Please upload the certificate of enrollment only if the student is already enrolling in the graduate school.

※ If the admission letter or the letter of acceptance is not available by **May 31, 2020**, please fill the probable date that is available in “web application system”. And send it to the HISF office via email as soon as it is available. Note that, after **May 31, 2020** web application system cannot be logged in.

※ Open all the envelopes of documents to upload as PDF files through the “scholarship web application system”, even if they are directed as “Confidential” or “Invalid if opened”.

※ **A recommendation letter which is sent by email or post mail by a recommender is acceptable. In that case, upload a PDF file that is written “A letter is sent directly.” The email address that a letter is sent is info@hisf.or.jp.**

※ Photocopied documents can also be used to be uploaded.

Miscellaneous notes on entry

1. Application documents are not necessary to be sent by post.
2. The data you have input in “web application system” can be rewritten or replaced any times until **May 31, 2020**. The latest data is automatically overwritten.
3. The application documents will not be returned to the applicants.

4. Regarding the personal information written in the application documents, they will not be used for any other purposes than for the scholarship selection process.

However, please be confirmed that a limited personal information will be provided for the following specific persons.

4.1. The application documents can be submitted to the selection committee members for document screening and selection process.

4.2. The personal information can be used for confirming the contents of the application, and for inquiring to confirm the scholarship overlapping, to the university staff and other scholarship organization, during the selection process.

Selection Process

1. Application period: April 1 ~ **May 31**, 2020.

2. First selection · · · Screening of documents: The result of the first selection will be announced by **July 31**, 2020. The application numbers of awarded candidates will be posted on our website.

3. Second selection · · · Interview: Conducted in early **August**, in Tokyo.

※The detailed schedule for the interview will be informed directly to those who pass the first selection process.

※For those who are unable to come physically to the interview venue, the interview is conducted via Skype.

※Definite date of the interview will be declared through our website when confirmed.

4. Final decision of scholarship award: **August 31**, 2020.

※The application numbers of awarded candidates will be posted on our website.

About Scholarship Payment

1. The scholarship will be paid from Autumn 2020 onwards, in accordance with the start of the graduate school.

2. The scholarship recipient is under no obligation to repay the amount they receive from our Foundation.

3. In the following cases scholarship payment can be stopped. The recipient may require to pay back the scholarship amount that has already been paid, according to the decision made by the Board of Directors.

3.1. When it is difficult to continue schooling or research due to illness or other reasons.

3.2. When the supervisor recognized that the recipient is ineligible for continuing study or conducting the research.

3.3. In case of academic achievement failure or worst behavior discovered.

3.4. When your act as a scholar is recognized worst enough to hurting the honor of the Foundation.

For Inquiry about the Scholarship

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