

# The AY 2024-25 Scholarships for Privately-financed International Students Application Guide for April Application

Privately-financed international students who wish to apply for university recommendation based scholarships should complete the application as prescribed below.

## 1. Eligibility

Privately-financed international students holding a status of residence of “Student” and satisfying either one of the following conditions (1) ~ (2).

- (1) Degree students /research students enrolled in and after September, 2023.
- (2) Degree students who could not apply in July 2023 because of a leave of absence from school (“kyugaku”) at the time of application and returned to school in April 2024.

However, the following students are ineligible:

- a) Taking a leave of absence from school in the AY2024-25.
- b) Students whose present scholarship(s) or financial aid(s) will continue to be provided or who expect to receive a scholarship or a financial aid in the AY2024-25.

## 2. Required documents

- (1) Scholarship application form for privately-financed international students AY2024-25 (April application) [prescribed form 1]
- (2) Learning plan for undergraduate students (prescribed form 2)
- (3) Research plan for graduate students and research students (prescribed form 3)
- (4) Supervisor’s remark (prescribed form 4) [Envelop sealed by supervisor]
- (5) Latest academic transcript
  - a) Undergraduate students who enrolled the University of Tsukuba in April 2024 should submit the copy of EJU (Examination for Japanese University Admission for International Students) academic transcript notification. EJU is conducted by JASSO (Japan Student Services Organization)
  - b) Undergraduate students who enrolled the University of Tsukuba in September or October 2023 should submit a copy of undergraduate academic transcript of the University of Tsukuba
  - c) Master course students should submit a copy of undergraduate academic transcript of the university graduated
  - d) Doctoral course students should submit a copy of graduate school (master course) academic transcript of the university graduated
  - e) Research students should submit a copy of undergraduate academic transcript of the university graduated
- (6) Academic Record Entry Sheet (only for graduate students in their first year in the master’s and doctoral courses)
- (7) A copy of resident card (It should be enlarged copy of both sides so that the status of residence is clearly visible)
- (8) Status of enrollment notification for graduate students (prescribed form 5)  
Note: Students under this category should separately submit to the respective academic

service office (student support)

Note: Application forms can be downloaded from the website:

<https://www.tsukuba.ac.jp/en/admissions/financial-scholarships/recommendation/>

("Admissions" > "Scholarships" > "University Recommendation")

### 3. Where to submit application

The dean of the college / the provost of the school enrolled (Academic Service Office: student support or graduate academic affairs section, or office of the graduate program)

**We don't accept the application at the Division of Student Exchange**

### 4. Application period

From Monday April 1, 2024 to Friday April 12, 2024

### 5. Selection and notification process

- (1) Applications submitted to the academic service office are evaluated and recommended by the dean of respective colleges or the provost of respective schools, and having its evaluation, applicants are registered as prospective candidates. Candidates for each scholarship are selected by the Committee of Student Support Center.
- (2) Candidates for each scholarship are notified by the dean of respective colleges or the provost of respective schools when scholarships are offered by each foundation. The candidates are requested once again to submit an application of each foundation to the university president via the dean of respective colleges or the provost of respective schools. Please note that the number of scholarships is limited; therefore, all the applicants will not be necessarily recommended to the scholarship foundations. Moreover, even if recommended, there is no guarantee that the applicant will be accepted by the scholarship foundation.
- (3) If you are selected as a candidate of a scholarship foundation (or another), you should familiarize yourself with its exchange programs, the scholarship recipient's obligation, etc.

### 6. Note to Applicants

- (1) If the applicant is found to have provided false information or have omitted necessary information, or have not submitted the required documents, his/her application is not accepted. Furthermore, his/her name will be removed from the list of registrants later if found after the application was accepted.
- (2) If the applicant unseals the envelope containing the supervisor's remarks, his/her application is not accepted.
- (3) If there is any change in registration status or if the applicant is selected for any individually applied scholarships, the applicant has to inform his/her respective academic service office (student support or graduate academic affairs section) immediately by submitting a "Status of enrollment notification" (prescribed form 5).