

**[Disclaimer:** Please note that the following purports to be an accurate and complete translation of the original Japanese version prepared for the convenience of applicants. However, in the case of any discrepancy between the translation and the Japanese original, the latter shall prevail.]

## **Application Guideline for the Academic Year 2025 Scholarship Programs for Privately-financed International Students**

The process of evaluation and nomination by Niigata University for the School Year 2025 Scholarship Programs for Privately-financed International Students will be carried out according to this application guideline. The scholarship programs include MEXT scholarships for international students living in Japan, JASSO honors scholarship, and other private scholarship funds.

In this solicitation, we will determine the order of priority for recommending students for multiple scholarships. Applicants will not be notified of the ranking or selection results all at once. After the screening, if there are any applicable scholarships for the next academic year, the university will contact students in order to recommend them. Student must respond when contacted through the university email at a later date.

Applications are accepted only once a year (there will be no secondary application period). Students who wish to be nominated for AY2025 scholarship programs must apply during the set application period. Those who did not apply during this time will not be considered for nomination for the AY2025 scholarship programs.

Nominations will also be made for scholarship programs for international students for the academic year 2026, including KDDI Foundation's, Heiwa Nakajima Foundation's, and SATOYO Foundation's. (These programs are expected to be announced from July to September 2025 and their application periods will end before the opening of the next academic year's application period set by Niigata University.)

### **1. Eligibility**

A student who will be granted a "Student" visa for his/her stay in Japan after April 2025 and who also meets the following conditions (1) or (2), as well as (3) is eligible to apply. Condition (4) must also be met by applicants to whom these requirements stated in (4) apply.

- (1) A privately-financed non-Japanese student who is enrolled in Niigata University as a degree-seeking student in AY 2025.
- (2) A student who plans to take an entrance examination to a graduate school between August of 2024 and March of 2025, and who is enrolled in Niigata University at the time of application for this recruitment.

Should the result of the entrance examination not allow admission as a degree-seeking student in April 2025, the student will be excluded from the recommendation order.

- (3) A student who is not scheduled to receive other scholarship grants in AY 2025, or who is scheduled to receive scholarship grants of less than 80,000 yen per month in AY 2025.**
- (4) A student who is married and lives with the spouse is eligible to apply if the annual income of the spouse is less than five million yen.

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## **2. Application Procedure**

Please submit the following documents to International Office by email.

- (1) 奨学金申請調書 I [別紙様式 1] Scholarship Programs Application Form I [Form 1]
- (2) 申請調書 II a [別紙様式 2] Application Form II a [Form 2] (required of undergraduate students )  
申請調書 II b [別紙様式 3] Application Form II b [Form 3] (required of postgraduate students and prospective postgraduate students)
- (3) 申請理由書[別紙様式 4] Statement of Reasons for Applying [Form 4] (It can also be submitted separately by an Academic Advisor. Comments by an Academic Advisor must be included.)
- (4) (Required of undergraduate students)  
Official transcript of the last academic year New students: transcript of spring semester 2024
- (5) 提出書類確認票 Documents Submission Checklist

## **3. Application Period**

Thursday, October 3, 2024 8:30 AM (JST) – Tuesday, October 15, 2024 12:00 PM (JST)

Please note that applications will not be accepted after the application period.

## **4. How to submit**

Please submit documents to the following email address:

[intl-scholarship@ge.niigata-u.ac.jp](mailto:intl-scholarship@ge.niigata-u.ac.jp) (International Office of Niigata University)

Write your student ID and name (English spelling) in your message text.

(The university will not send a receipt confirmation email after submission)

## **5. Determination of the Order of Nomination and Evaluation Criteria**

The order of nomination will be determined through a comprehensive review of the following:

Undergraduate: the school year, academic records at Niigata University, and result of the interview session

Postgraduate: the school year, evaluation of research activities, and result of the interview session

### (1) Evaluation Criteria

1. Undergraduate School year 1/3 Academic records 1/3 Interview 1/3
2. Postgraduate School year 1/3 Research 1/3 Interview 1/3

### (2) Interview categories and point distribution

#### 1. Interview Categories

- Studies and research activities
- Social activities (especially participation in international exchange and interaction with local communities)
- Future plans and prospects

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## 2. Points Distribution

Category Level	Studies and Research	Social Activities	Future Plans and Prospects
Undergraduate	50	20	30
Postgraduate	70	10	20

## 6. Interview Dates

Interview sessions will be scheduled on Thursday, November 7 and Friday November 8, 2024. The specific time, date and venue of their interview sessions will be sent to applicants' email account from [intl-scholarship@adm.niigata-u.ac.jp](mailto:intl-scholarship@adm.niigata-u.ac.jp) at least five days before the interview. If applicants do not receive a notification regarding the interview, they should inquire International Office.

Applicants who want to have the interview in English must tell interviewers about it before the interview starts.

Applicants must inform the International Office in advance in the case that his/her interview schedule is not convenient. If applicant is absent from the interview without notice, he/she will be disqualified for nomination of scholarship.

## 7. Notification to the Applicant

Applicants who will be nominated for a scholarship program will be notified of application details of a scholarship program through the Student Affairs Section of their faculty by the end of October 2025.

## 8. Other Notes

- (1) Applicants will be informed only through their university email address, thus they must check email carefully.
- (2) If applicants and/or their spouses are currently receiving other scholarship grants such as scholarships by MEXT, foreign governments, private foundations or enterprises, the information must be correctly provided on the application form. If applicants have been awarded MEXT scholarship grants by the Japanese government, the period of scholarship grants must be reported.
- (3) An applicant may be removed from the nomination list if it is deemed that the applicant has not provided all the required information on the application form or that he/she has provided false information.
- (4) There is no guarantee that all applicants will be nominated for scholarship programs or that nominees will be selected as a scholarship recipient.
- (5) Interview sessions will be conducted via Zoom. Applicants will need a web camera and sound device that works for two-way communication.

(Form1)

# Academic Year 2025 Scholarship Programs Application Form I



Student No.		Type of Visa		If your status of residence is other than "Student", when will you change it? ( )	Affix a photo taken within the past six months  3cm×4cm
Name (in Katakana)					
Name (Alphabets)					
Date of Birth		Nationality			
Present Address					
University or High school from which the Applicant last graduated					
Name of School:	Address:		Admitted(M/Y):	Graduated(M/Y):	
Applicant's Status at the time of Application					
Faculty / Graduate School (M / D)		Course / Major		School Year	Admission Date(M/Y)
Applicant's Status in April 2025					
Faculty / Graduate School (M / D)		Course / Major		School Year	
Primary Academic Advisor					

## Family Members

Name	Relationship	Age	Present Address	Workplace / School
	Spouse			
	Father			
	Mother			

## Income

Applicant's Income	Financial Support	yen per month	Relationship	
	Scholarship	yen per month	Scholarship Name: Period Awarded:	
	Scholarship	yen per month	Scholarship Name: Period Awarded:	
	Salary from part-time job	yen per month	Type of Job:	
	Other	yen per month	What:	
	Total (Monthly)	yen per month	Exemption of tuition fee (Spring semester 2024)(Circle one)	no exemption / half / exemption of all fee
Spouse's Income (Applicable if the Spouse resides in Japan)	Scholarship	yen per month	Scholarship Name: Period Awarded:	
	Other	yen per month	Type of Job: What:	
Has the applicant been awarded scholarship by the Japanese government (MEXT) in the past?		Yes / No	If so, the period in which the scholarship was awarded (Month/Year): From: To:	

\*The boxes marked with ※ should be left blank.

\*Provide all the family members' names under "Family Members." Names of those who live separately (in the applicant's country) should also be provided.

"New Next Generation Project" applicants are not eligible to apply.

Date of Application: , 2024

(Form 2- to be submitted by undergraduate students)

## 申請調書Ⅱ a

Student No. \_\_\_\_\_

Faculty \_\_\_\_\_

Name \_\_\_\_\_

1. Current Study and Study plan :

2. Whether you hope to work in Japan after graduation:

\*Please check your preference.

I hope to work in Japan.

(  after graduation from undergraduate    after graduation from graduate school )

I don't hope to work in Japan.

3. Future plans after graduation :

\*If your answer is "I hope to work in Japan" in the above question, please include future prospect for your working plan.

4. Financial situation (any problems or difficulties in particular) :

5. Participation in the promotion of international exchange (describe in details)

① Activities in the past :

② Future plans :

(Form3- to be submitted by postgraduate students)

# 申請調書 II b

Student number \_\_\_\_\_

Graduate course \*As of April 2025 \_\_\_\_\_

Date of Birth \_\_\_\_\_

(D/M/Y)

Name \_\_\_\_\_

Postgraduate students and prospective postgraduate students must submit this form.

1. Research objectives :

2. Research outlines :

Note: If the space provided is not sufficient, please add lines or attach a separate sheet of paper.

The content must be checked by academic advisor (especially the number of conference presentations and number of papers), to avoid any falsehoods in the information. Also, the notes in this sheet must be read attentively.

3. The number of peer-reviewed research articles published / to be published in **international** journals : \_\_\_\_\_  
Of which, the number of articles you wrote as the first author is: \_\_\_\_\_  
the number of articles under submission is: \_\_\_\_\_

You must provide the following information.

- ① Authors name (incl. all the names of co-author's)
  - ② Title of the article
  - ③ Title of the Journal
  - ④ Name of the publisher
  - ⑤ Volume number
  - ⑥ Page number
  - ⑦ Year of publication
- (You won't be eligible if you fail to provide the information above.)

4. The number of peer-reviewed research articles published / to be published in **domestic** journals: \_\_\_\_\_  
Of which, the number of articles you wrote as the first author is: \_\_\_\_\_  
the number of articles under submission is: \_\_\_\_\_

You must provide the following information.

- ① Authors name (incl. all the names of co-author's)
  - ② Title of the article
  - ③ Title of the Journal
  - ④ Name of the publisher
  - ⑤ Volume number
  - ⑥ Page number
  - ⑦ Year of publication
- (You won't be eligible if you fail to provide the information above.)

[Notes 3 and 4]

- "Peer review" means that a submitted paper is read by experts in the academic field and its content is assessed.
- The publications which are not considered as research articles (university academic bulletins, laboratory introductions, etc.) are not included.
- Graduation Thesis is not included.

Note: If the space provided is not sufficient, please add lines or attach a separate sheet of paper.

5. The number of presentations made in **international** conferences including academic symposiums: \_\_\_\_\_  
Of which, the number of presentations as the main speaker is: \_\_\_\_\_

You must provide the following information.

- ① Presentation title
  - ② Name of the conference
  - ③ Venue for the conference
  - ④ Year when the presentation was made
  - ⑤ Poster presentation or oral presentation (choose either one)
- (You won't be eligible if you fail to provide the information above.)

6. The number of presentations made in **domestic** conferences including academic symposiums: \_\_\_\_\_  
Of which, the number of presentations as the main speaker is: \_\_\_\_\_

You must provide the following information.

- ① Presentation title
  - ② Name of the conference
  - ③ Venue for the conference
  - ④ Year when the presentation was made
  - ⑤ Poster presentation or oral presentation (choose either one)
- (You won't be eligible if you fail to provide the information above.)

[Notes 5 and 6]

Limited to those who made an oral or poster presentation at international conferences or domestic symposiums, which have organizing committees and are widely recognized in society.

On-campus presentations or seminar presentations held in specific laboratories are not included.

Note: If the space provided is not sufficient, please add lines or attach a separate sheet of paper.



7. Whether you hope to work in Japan after graduation:

\*Please check your preference.

I hope to work in Japan.

(  after graduation    after going on to higher education )

I don't hope to work in Japan.

8. Future plans after graduation :

\*If your answer is "I hope to work in Japan" in the above question, please include future prospect for your working plan.

Note: If the space provided is not sufficient, please add lines or attach a separate sheet of paper.

(Form 4)

申請理由書 (Statement of Reasons for Applying)

(To be filled out by the applicant)

Graduate course	Name	Nationality
Reasons for applying :		

(To be filled out by the applicant's academic advisor)

Comments:

※申請者本人が2025年4月時点で大学院生の場合、以下をチェック☑願います。

学生作成の「申請調書Ⅱb」が虚偽無く記入されていることを確認しました。  
(特に学会発表回数、論文件数について)

Academic Advisor \_\_\_\_\_ Date: \_\_\_\_\_

Organization/Faculty \_\_\_\_\_

Phone(Office) \_\_\_\_\_

Title \_\_\_\_\_

Name \_\_\_\_\_ (印) (Seal/Signature)

Note: Form 4 can also be submitted separately by an Academic Advisor.

※ Submit this sheet with your application documents

※ 受付番号(担当職員記入)

- Please fill in the part enclosed by a thick line.
- Application Period  
October 3, 2024(Thu.) 8:30 - October 15, 2024 (Tue.) 12:00
- Please submit documents to the following email address.  
Write your student ID and name (English spelling) in your message text.  
intl-scholarship@ge.niigata-u.ac.jp (International Office of Niigata University)

Student Number	
Faculty / Graduate School (M / D)	
Name	
TEL	
Which language do you prefer for interview test?	Japanese      •      English circle the language you prefer

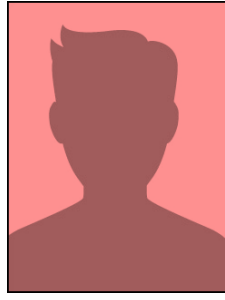
### Documents Submission Checklist for the School Year 2025 Scholarship Programs for Privately-financed International Students

Check mark		Application Forms	Notes
Staff	Applicant		
		Scholarship Programs Application Form I [Form 1]	<b>All students</b>
		Application Form II a [Form 2]	undergraduate students
		Application Form II b [Form 3]	postgraduate students and prospective postgraduate students •Ask your Academic Advisor to check it
		Statement of Reasons for Applying[Form 4] (Your Academic Advisor should put a seal or a signature. It can also be submitted separately by your Academic Advisor.)	<b>All students</b>
		Most recent academic transcript	undergraduate students
		Documents Submission Checklist (this sheet)	<b>All students</b>

(Form1)

## Academic Year 2025 Scholarship Programs Application Form I

※

Student No.	Z23X000A	Type of Visa	College Student	If your status of residence is other than "Student", when will you change it? ( )					
Name (in Katakana)	ニイガタ タロウ								
Name (Alphabets)	NIIGATA Tarou								
Date of Birth	1999/1/23	Nationality	China						
Present Address	#123 apartment, 8050 Ikarashi 2 no-cho, Nishi-ku, Niigata City								
University or High school from which the Applicant last graduated									
Name of School:	Niigata University	Address:	JAPAN / Niigata	Admitted(M/Y):	04 / 2022	Graduated(M/Y):	03 / 2024		
Applicant's Status at the time of Application									
Faculty / <del>Graduate School</del> (M / <input checked="" type="radio"/> )	Modern Society and Culture		Course / <del>Major</del>	Global Community		School Year	1	Admission Date(M/Y)	04 / 2024
Applicant's Status in April 2024									
Faculty / <del>Graduate School</del> (M / <input checked="" type="radio"/> )	Modern Society and Culture		Course / <del>Major</del>	Global Community		School Year	2		
Primary Academic Advisor	Prof. SATO ○○								

## Family Members

Name	Relationship	Age	Present Address	Workplace / School
NIIGATA Peach	Spouse	30	JAPAN / Niigata	Niigata University/Student
NIIGATA Pear	Father	55	CHINA/Guangdong Province	○○ Company
NIIGATA Banana	Mother	50	CHINA/Guangdong Province	△△ Company
NIIGATA Berry	little sister	20	Sri Lanka / Kandy	University of Peradeniya
NIIGATA Ineko	daughter	3	JAPAN / Niigata	

## Income

Applicant's Income	Financial Support	50,000	yen per month	Relationship	Father
	Scholarship		yen per month	Scholarship Name:	
	Salary from part-time job		yen per month	Period Awarded:	
	Other	20,000	yen per month	Type of Job:	What: Research Assistant
	Total (Monthly)	70,000	yen per month	Exemption of tuition fee (Spring semester 2024)/(Circle one)	no exemption <input checked="" type="radio"/> partial exemption of all fee
Spouse's Income (Applicable if the Spouse resides in Japan)	Scholarship	100,000	yen per month	Scholarship Name:	△△ Scholarship Foundation
	Other	30,000	yen per month	Period Awarded:	04 / 2023 – 03 / 2024
			Type of Job:	Part-time job	
			What:	Cashier	
Has the applicant been awarded scholarship by the Japanese government (MEXT) in the past?		Yes / No		If so, the period in which the scholarship was awarded (Month/Year): From: To:	

\*The boxes marked with ※ should be left blank.

\*Provide all the family members' names under "Family Members." Names of those who live separately (in the applicant's country) should also be provided.

"New Next Generation Project" applicants are not eligible to apply.

Date of Application: October \*\*, 2024