

Application Guide for AY 2025-26 Scholarships for Privately Financed International Students

Privately financed international students who wish to receive scholarships through university recommendation for AY 2025-26 (Tsukuba Scholarship, Monbukagakusho Honors Scholarship and other private scholarships) should apply for the scholarships along with this application guide.

Applications are accepted only once a year; therefore, students wishing to receive a scholarship in AY 2025-26 are encouraged to apply this time.

1. Eligibility

Among international students holding a status of residence of “Student”, undergraduate, graduate and research students are eligible to apply. However, the following students are not eligible to apply:

- a) Students who will be taking a temporary leave of absence from the university in AY 2025-26
- b) Students who are expected to receive any scholarships or grants (JST SPRING or JSPS etc..., including those covering living expenses) in AY 2025-26
- c) Students who will continue to receive current scholarship in AY 2025-26

2. Required documents

- (1) Scholarship application form for privately financed international students for AY 2025-26 (prescribed form 1)
- (2) Study plan for undergraduate students (prescribed form 2)
- (3) Research plan for graduate students and research students (prescribed form 3)
- (4) Supervisor’s remarks (prescribed form 4) (Envelope sealed by supervisor)
- (5) Status of enrollment notification (prescribed form 5)

Note: Not necessary to submit at the time of application. Students who fall under “6. Note to Applicants (3)” below should separately submit this form to their respective academic service office (student support or graduate academic affairs section) promptly afterwards.

- (6) Latest academic transcript (If the latest academic transcript has not been available at the time of application, it may be omitted)
 - a) Undergraduate students should submit a copy of undergraduate academic transcript of the University of Tsukuba
 - b) Master’s course students should submit a copy of undergraduate academic transcript of the university graduated, and academic transcript of master course of the University of Tsukuba
 - c) Doctoral course students should submit a copy of master’s course academic transcript of the university graduated, and doctoral course academic transcript of the University of Tsukuba
 - d) Research students should submit a copy of undergraduate academic transcript of the university graduated
- (7) Academic Record Entry Sheet (only for graduate students in their first year in the master’s and doctoral courses)
- (8) A copy of the Residence Card (it should be enlarged copy of both sides so that the status of residence is clearly visible)

Note: Application forms can be downloaded from the website:

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

(“Admissions” > “Scholarships” > “University Recommendation”)

3. Submit to

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)

4. Application period

Monday, June 17, 2024~ Friday, June 28, 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. Even if recommended, there is no guarantee that the applicant will be accepted by the scholarship foundation. Candidates will be recommended from September 2024 until June 2025 in principle. Please note that the number of scholarships is limited; therefore, all the applicants will not be necessarily recommended to the scholarship foundations. The university will not notify the result individually to those who were not recommended candidates among the applicants.
- (3) Evaluation D displayed on TWINS is included in Academic Evaluation.
- (4) 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 will not be 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 (prescribed form 4), his/her application will not be accepted.
- (3) If there is any change in registration status or if selected for any individually applied scholarships, please inform the academic service office (student support or graduate academic affairs section) immediately by submitting a "Status of enrollment notification" (prescribed form 5). Particularly, Those who plan to enter a higher degree program in September 2024 or later must submit "Status of Enrollment Notification" as soon as accepted by the school. Otherwise, they will also be subject to removal from the list of registrants.
- (4) Regarding Yoneyama Rotary Scholarship, we will call for applicants after receiving application guide for AY 2025-26 application.