

2018 National University Corporation KIT Fund Scholarship Application Guidelines (second opportunity)

To contribute to the development of internationally active young researchers and engineers, the National University Corporation Kyoto Institute of Technology has implemented a KIT Fund Scholarship since FY 2006 as part of our Human Resources Development Fund Project.

We are calling for high-achieving doctoral students wishing to conduct research at institutes abroad to apply for this funding.

1. Project budget and award

(1) Project budget: 2,245,000 yen

(2) Scholarship amounts

300,000 yen ~ 1 million yen (depending on the period of study abroad)

Selected applicants are typically given 300,000 yen

In addition, we pay 5,000 yen per day for overseas study periods over 30 days.

No award total may exceed one million yen.

- Note that moving and travel days are not included in the study abroad period.
- Note that awards may be reduced due to project budgeting issues.

2. Eligibility

KIT students who satisfy conditions (1) through (4) below, may apply.

(1) Persons described in section i) or ii)

i) persons enrolled in the KIT doctoral program full time (any year)

ii) persons enrolled full-time in the KIT master's program expecting to proceed to the KIT doctoral program in April 2019 (Students must already have been accepted to the program to apply.)

(2) Persons who will conduct research for 30 days or more (excluding travel and moving days) at a research institute abroad and will incorporate the results of that research into their doctoral dissertation.

(3) Persons who will return to Japan by March 31, 2020 (In the case of persons completing a doctoral degree in September 2019: "persons who will return to Japan by August 31" and for persons completing their doctoral degree in March 2020: "persons who will return to Japan by February 28"). Note that persons planning to enroll in the doctoral program in April 2019, must leave Japan to conduct research abroad after April 1, 2019.

Doctoral candidates expecting to complete a degree in:	Must return to Japan by:
September 2019	August 31, 2019
March 2020	February 28, 2020
After April 2020	March 31, 2020

(4) Persons who, upon completion of their study abroad, will present a report on their research achievements in line with the purposes of this funding at the prescribed briefing session.

Note that:

- ① Applicants described below are not eligible to apply.
 - Japanese government scholarship funded international students
(Exception: persons who will become privately-funded students by the start of their study abroad are eligible.)
 - Persons on leave or studying abroad at the time of application
 - Persons who previously received a KIT Fund Scholarship
- ② This scholarship cannot be used in combination with other scholarships or subsidies for overseas study (including the KIT Global Human Resources Development Program). Applicants selected for this scholarship who are found to have qualified for other funding may only accept one. (Inquire directly of the organization issuing your scholarship for information on policies on scholarships other than the one above being used in combination with this scholarship.)
- ③ Persons receiving this funding may only study/conduct research at a research institution. Consult your supervising professor fully and in depth when selecting a host destination. Non-Japanese will not be approved to study in their country of origin or the country of an institution from which they graduated.
- ④ As this funding requires the research conducted overseas to be incorporated into the dissertation, only persons who can submit their doctoral dissertation review application after they study abroad may apply.
- ⑤ The use of scholarship funding is left to the discretion of the recipient.
- ⑥ Be aware that this scholarship may be regarded as income when you apply for tuition exemption for the semester following your time abroad.

3. Required documents

- (1) "KIT Fund Scholarship Application Form" (Form 1)
 - (2) "Pledge" (Form 2)
 - (3) Supervising professor's "KIT Fund Scholarship Applicant Evaluation Form" (Form 3 in an envelope sealed by the professor)
 - (4) Academic transcripts of completed doctoral coursework (Persons who will enroll in the doctoral program in April 2019 should submit their master's degree transcripts.)
 - (5) Documentation of achievements and results
 - (6) Acceptance Letter from the professor or director of the overseas research institution specifying the number of days the host institution will have you. (Format unrestricted, e-mail message acceptable.)
 - (7) Any additional documents requested by the KIT Fund Scholarship Screening Subcommittee
- * Application forms can be downloaded from our HP.
(<https://www.kit.ac.jp/2018/09/kikinscholarship/>)
- * Even documents submitted in color will be evaluated in black and white by the selection committee.
- * Japanese or English translations must accompany any documents in languages other than Japanese / English.

4. When and where to submit your application

Documents listed in 3. (above) must all be submitted together, as detailed below:

(1) Application submission time and period

- Submission period: Friday, January 4, 2019 through Thursday, January 24, 2019
 - Note that applications are not accepted on Saturdays, Sundays or holidays.
- Submission hours: 9 to 12 am and 1 to 5:15 pm

(2) Application submission desk

Financial Aid (*Shogaku Shien*), Student Affairs Office (*Gakusei Sabisu-ka*)

5. Selection

The KIT Fund Scholarship Screening Committee will base their selections on the submitted documents. (Depending on the number of qualifying applicants, we may also interview candidates who have passed the initial screening.)

In addition, as we aim to provide support for excellent students who wish to incorporate results from research conducted at overseas institutions into their doctoral dissertation, we will select applicants who fit this description.

6. Decision and notification

The president will make the final selections based on the KIT Fund Scholarship Screening Committee assessments, and notify the applicant.

7. Scholarship recruitment ceremony

Persons who are selected as KIT Fund Scholarship Awardees must attend the scholarship award ceremony. It will be held sometime after February, 2019.

8. Scholarship award

Scholarship awardees must submit the items below. Scholarships will be awarded after these items are received.

- Documentation of flight bookings
- Photocopy of your visa (if a visa is required)

The amount of your scholarship award will be calculated according to “Application Item 3 (6) an invitation/acceptance letter from a professor at the target overseas institute,” and the number of days you propose to conduct research abroad” as shown in the documents you submit.

- Be aware that the total scholarship award will not exceed the amount calculated from the number of days stated in your application.

9. Achievement report

After completing your research abroad, you will be asked to report on your findings at a report presentation session held in conjunction with KIT International Week.

In addition, you must submit an Achievement Report (Form 4) to the KIT Fund Scholarship Committee Chairperson.

10. Other

- (1) In principle, if for some reason awardees do not study abroad or if a serious misrepresentation is discovered in the application documents, KIT Fund Scholarship awardees will have to return their award to the university.
- (2) The award may be withdrawn if major deviations from the original study abroad plan occur (in, for example, the application destination, period of study, etc.).

- (3) After receipt of the scholarship, no changes may be made in the overseas research period stated in the application. In the event of a change, we may ask you to return the scholarship award.
- (4) In the event a KIT Fund Scholarship awardee is selected as a Japanese government scholarship funded international student, they must decline the KIT Fund Scholarship and return their award. However, this does not apply if an awardee completes his/her research abroad period and returns to Japan before being awarded an International Student Government Scholarship.
- (5) KIT Fund Scholarship awardees will be featured in various promotional materials published by Kyoto Institute of Technology such as the homepage, various statistical surveys, university evaluations, and alumni association news. Accepting this award means that you agree to KIT making public: your name, affiliation, research topic, the name of the institution where you conducted research, and the period you studied abroad. We ask that you be aware of this.
- (6) KIT Fund Scholarship awardees are encouraged to apply to the Japan Society for the Promotion of Science for “special researcher” status.

For more information, contact:

Financial Aid (*Shogaku Shien*), Student Affairs Office (*Gakusei Sabisu-ka*)

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