

# KIT Global Human Resource Development Program FY2026 JoinTECH Laboratory Program (Inbound) Scholarship Application Guidelines

## 1. Scholarship Overview

The JoinTECH Laboratory Program provides financial support, within KIT budgetary limits, to students from overseas partner universities accepted into the JoinTECH-Visit or JoinTECH-Lab(\*) programs.

- **JoinTECH-Visit** is for full-time master's students at a KIT partner university or final year undergraduate students who intend to proceed to the graduate school of a KIT partner university.
- **JoinTECH-Lab** is for full-time master's students currently enrolled at a KIT partner university whom KIT has accepted to engage in research activities at KIT for a period of 32 days or more. A stay of three months or longer is preferred.

## 2. Application Period

As a general rule, applications must be submitted by the last day of the month four months prior to the start of travel. (Example: If you intend to arrive in Japan on September 10, the deadline is May 30.)

## 3. Eligibility Requirements (General)

Applicants must meet all requirements listed below (items 1) through 4))

- 1) Applicants must have a grade point average (GPA) of 2.30 or higher for the academic year prior to the financial aid selection process (for details on how the GPA is calculated, refer to the "Method for Calculating the Academic Evaluation Coefficient" information on the next page).
- 2) Applicants must be persons who, for financial reasons, would find it difficult to participate in the program without assistance.
- 3) Applicants must not be receiving a scholarship from another organization or entity to participate in the program, the monthly amount of which exceeds the monthly scholarship amount provided by KIT.
- 4) Applicants must start the program between April 1, 2026, and March 31, 2027, with a minimum duration of 16 days and a maximum of one year.

**\* Method for Calculating the Academic Evaluation Coefficient**

(Important: This differs from KIT's GPA calculation method.)

Calculate your "Academic Evaluation Points" using the table below, then apply them to the formula below the chart and round to the nearest hundredth.

Use the chart below to calculate your JASSO and KIT Scholarship GPA.\*

4-Level Evaluation		Excellent	Good	Pass	Fail
4-Level Evaluation		A	B	C	F
4-Level Evaluation		100-80 pts.	79-70 pts.	69-60 pts.	59-0 pts.
5-Level Evaluation	100-90 pts.	89-80 pts.	79-70 pts.	69-60 pts.	59-0 pts.
5-Level Evaluation	S	A	B	C	F
5-Level Evaluation	A	B	C	D	F
<b>JASSO and KIT Scholarship Grade Points</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>0</b>

(Calculation formula)

$$\frac{((\text{"Number of credits for Evaluation Point 3"} \times 3) + (\text{"Number of credits for Evaluation Point 2"} \times 2) + (\text{"Number of credits for Evaluation Point 1"} \times 1) + (\text{"Number of credits for Evaluation Point 0"} \times 0))}{\text{Total Registered Credits}}$$

\* If a course you took is not part of a credit system, convert the number of subjects to the number of credits and use that to calculate the score.

\* The grade evaluation coefficient is calculated using the transcript submitted at the time of application.

• The grades used to calculate the academic evaluation coefficient are as follows:

1. As a rule, the academic evaluation coefficient for the previous academic year is calculated based on the grades from the previous academic year in a student's current program (undergraduate or master's).
2. If grades from the previous academic year in the current program are not available at the time of selection (e.g., for M1 students), the grade point average should be calculated using grades from the semester preceding the one at the time of selection. If grades from the previous semester are not available, the grade point average should be calculated using grades from the final year of the preceding program (e.g., the final year of undergraduate studies for M1 student).
3. For students who took a leave of absence during the previous academic year, the grade point average should be calculated based on the results from the semester in which they were most recently enrolled semester. Students who took a leave of absence during the second semester of the previous academic year should use the results from the first semester of the previous academic year.

\*The cumulative GPA from the time of admission—including grades from the previous academic year used for calculation—may be considered equivalent to the grade point average (GPA) for the previous academic year.

\*If grades cannot be calculated using the **Academic Evaluation Coefficient** method above, the determination will be made by applying the method stipulated by the Japan Student Services Organization (JASSO) Overseas Study Support Program.

#### 4. Scholarship Eligibility Requirements and Amount

This scholarship is provided through the Japan Student Services Organization (JASSO) Overseas Study Support Program.

- Scholarship Eligibility Requirements:

Applicants must meet the requirements specified in 3. above.

- Monthly Scholarship Amount:

80,000 yen. The scholarship will be paid in yen after the participant's arrival in Japan.

The number of months for which the scholarship will be awarded is determined based on the duration of the study abroad period as shown in the chart below. Note that travel (transit) time is not included.

Duration of Dispatch (in days)	Duration of Payment (in months)	Duration of Dispatch (in days)	Duration of Payment (in months)
16 to 31 days	1	187 to 217 days	7
32 to 62 days	2	218 to 248 days	8
63 to 93 days	3	249 to 279 days	9
94 to 124 days	4	280 to 310 days	10
125 to 155 days	5	311 to 341 days	11
156 to 186 days	6	342 to 365 days	12

#### 5. Airfare Assistance Requirements, Amounts, etc.

- Eligible Recipients:

Individuals accepted by KIT through the “**JoinTECH-Lab**” program described in 1. above.

Note: In principle, support is limited to one student per overseas partner university.

- Specific Support: Provision of airfare (This is limited to tickets arranged by the KIT International Affairs Office. **Support is not provided for tickets arranged independently.**)

\*The applicant is responsible for any flight ticket amount exceeding ¥200,000.

\*If activities outside the scope of the JoinTECH Laboratory program are added to the outbound or return leg of the trip, support of up to 100,000 yen will be provided for either the outbound or return flight ticket.

#### 6. Applying for Scholarships and Airfare Support

Applicants must submit their request through the faculty member in charge of the JoinTECH Laboratory at their home university. The KIT International Affairs Office will notify those who pass the initial KIT screening, of application procedures and required documents.

## **7. Selection**

The KIT International Center will review applications and make the final decision on participants.

## **8. Important:**

If the number of applications exceeds the available slots, scholarships may not be awarded to all applicants even if they all meet the eligibility requirements.

- When applying, carefully review the application guidelines for the relevant academic year. Note that eligibility requirements and grant amounts are subject to change each year.
- If there are any changes to the host period, contact the International Affairs Office immediately. Note that if the host period is shortened, the number of months for which the scholarship is awarded will be reduced in proportion to the revised number of days. Conversely, if the host period is extended, the number of months for which the scholarship is awarded will not, in principle, be increased.
- Scholarship recipients are required to submit a mandatory JASSO questionnaire and report. In addition, they must cooperate with all other program surveys and inquiries.

## **9. Contact and Submission Address**

Inbound Student Services

International Affairs Office

Tel: 075-724-7126

Email: [ses@jim.kit.ac.jp](mailto:ses@jim.kit.ac.jp)