

Scholarship Grant for Foreign Students

<YKK Leaders 21>

Scholarship Guide

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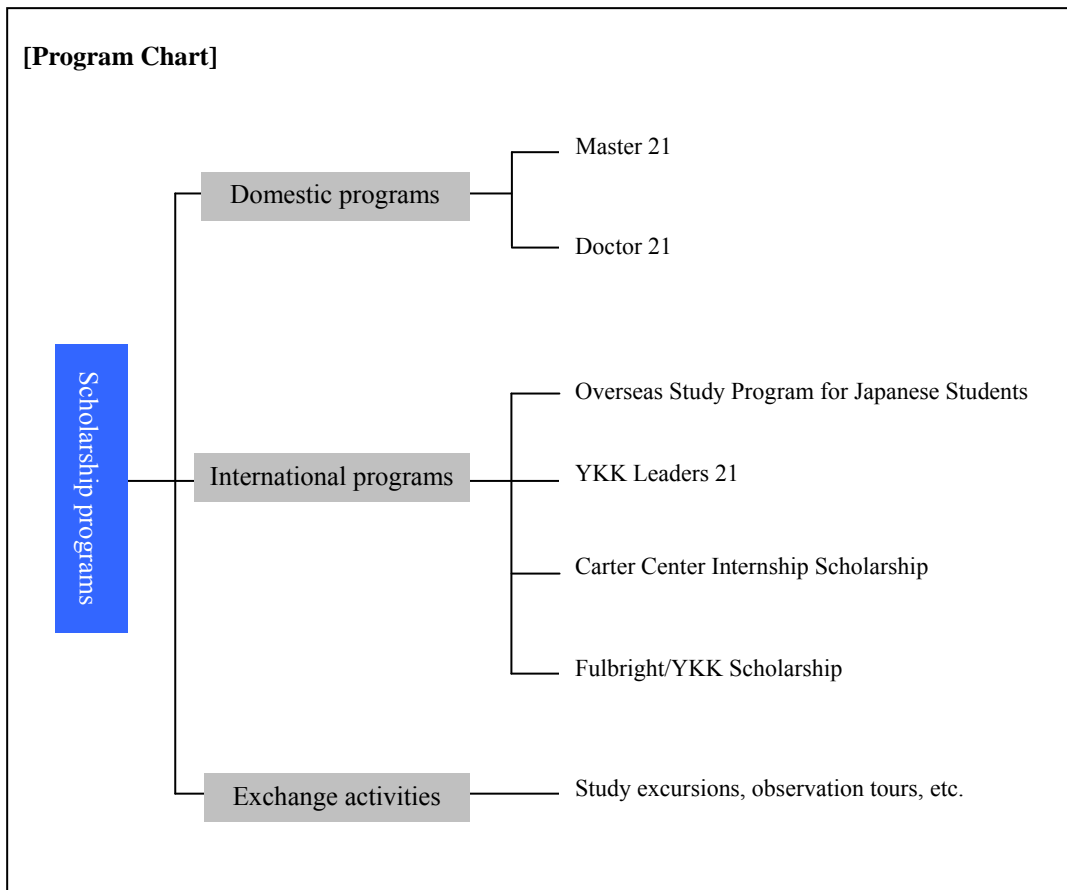
[1] Profile of Yoshida Scholarship Foundation

1. Purpose of Establishment

Yoshida Scholarship Foundation (YSF) is a foundation established in March 1967 for the purpose of developing highly capable individuals for the nation and society by providing financial support to gifted students as advocated by YKK Group founder Tadao Yoshida.

2. YSF's Programs

YSF engages in scholarship grant programs targeted at domestic and overseas graduate students, etc. and programs targeted at scholarship students such as exchange activities.



[2] Overview of <YKK Leaders 21> Scholarship Grant

1. Name of the Program, etc.

This scholarship grant is called the “Scholarship Grant for Foreign Students <YKK Leaders 21>”. In this program, a scholarship grant is awarded to foreign students specializing in the field of natural science while studying at a graduate school in Japan.

2. Candidates Sought

Yoshida Scholarship Foundation (YSF) requires that applicants for the <YKK Leaders 21> scholarship have:

- A high level of academic research capabilities;
- A clear objective of studying in Japan;
- The spirit of giving back to society through their fruit of study/research; and
- The qualities of a leader.

3. Countries within the Scope of Scholarship Grant

- Countries in Southeast Asia
(Indonesia, Cambodia, Singapore, Thailand, Philippines, Brunei, Vietnam, Malaysia, Myanmar, Laos, East Timor)
- Countries in South Asia
(India, Sri Lanka, Nepal, Pakistan, Bangladesh, Bhutan, Maldives)
- Countries in West Asia
(Azerbaijan, Afghanistan, United Arab Emirates, Armenia, Yemen, Israel, Iraq, Iran, Oman, Qatar, Kuwait, Georgia, Saudi Arabia, Syria, Turkey, Bahrain, Jordan, Lebanon)
- Countries in Central Asia
(Uzbekistan, Kazakhstan, Kyrgyzstan, Tadjikistan, Turkmenistan)
- Countries in Africa
- Mongolia

4. Japanese Universities Designated by YSF

[National] The University of Tokyo, Tokyo Institute of Technology, Nagoya University, Kyoto University, Osaka University, Kyushu University

[Private] Keio University, Waseda University, Doshisha University, Kwansei Gakuin University

5. Amount of Scholarship Grant

YSF will pay: living expenses in the amount of 200,000 yen per month; graduate school fees of up to 2,500,000 yen in total; family allowance (only if applicable); and round-trip travel expenses to Japan.

6. Term of Scholarship

The term of scholarship will be no more than two (2) years for students enrolled in a master’s course or three years (3) for students enrolled in the last three (3) years of a doctoral course from the month of being admitted to a graduate school in Japan.

7. Exchange Activities

Various exchange activities are conducted, such as observation tours, study excursions, etc. targeted at scholarship students.

8. Flow from Invitation for Application to Completion of Payment (Example)

The flow from informal scholarship approval to formal scholarship approval, and the flow from the commencement to the completion of scholarship grant payment are shown in the table on the next page. The timing may vary slightly.

Flow from Invitation for Application to Completion of Payment
(Example of a Master's Course Student Enrolling in Spring)

	Before arriving in Japan	First year of master's course	Second year of master's course	After expiry of term of scholarship	
Apr.	<ul style="list-style-type: none"> • YSF requests Designated Universities to recommend scholarship candidates 	<ul style="list-style-type: none"> • Monthly payment #1 • Payment of school fees • Enroll in master's course 	<ul style="list-style-type: none"> • Monthly payment #13 • Payment of school fees 	(Application for travel expenses to return to home country within 1 year of expiry of term of scholarship)	
May	<ul style="list-style-type: none"> • Designated Universities invite scholarship applications 	<ul style="list-style-type: none"> • Monthly payment #2 	<ul style="list-style-type: none"> • Monthly payment #14 		
Jun.		<ul style="list-style-type: none"> • Monthly payment #3 	<ul style="list-style-type: none"> • Monthly payment #15 		
Jul.		<ul style="list-style-type: none"> • Monthly payment #4 	<ul style="list-style-type: none"> • Monthly payment #16 		
Aug.		<ul style="list-style-type: none"> • Monthly payment #5 • Study excursion 	<ul style="list-style-type: none"> • Monthly payment #17 • Study excursion 		
Sep.		<ul style="list-style-type: none"> • Monthly payment #6 • Submit periodic report • Enrollment confirmation survey (targeted at university) 	<ul style="list-style-type: none"> • Monthly payment #18 • Submit periodic report • Enrollment confirmation survey (targeted at university) 		
Oct.		<ul style="list-style-type: none"> • Monthly payment #7 • Payment of school fees 	<ul style="list-style-type: none"> • Monthly payment #19 • Payment of school fees 		
Nov.		<ul style="list-style-type: none"> • Monthly payment #8 	<ul style="list-style-type: none"> • Monthly payment #20 		
Dec.		<ul style="list-style-type: none"> • Each Designated University decides scholarship candidate and recommends him/her to YSF • Scholarship approval • Submit Scholarship Grant Account Designation Form, etc. 	<ul style="list-style-type: none"> • Monthly payment #9 	<ul style="list-style-type: none"> • Monthly payment #21 	
Jan.			<ul style="list-style-type: none"> • Monthly payment #10 	<ul style="list-style-type: none"> • Monthly payment #22 	
Feb.			<ul style="list-style-type: none"> • Monthly payment #11 	<ul style="list-style-type: none"> • Monthly payment #23 	
Mar.			<ul style="list-style-type: none"> • Monthly payment #12 • Submit periodic report • Promotion confirmation survey (targeted at university) 	<ul style="list-style-type: none"> • Monthly payment #24 • Submit final report • Promotion confirmation survey (targeted at university) 	

[3] Invitation, Screening and Approval for Scholarship

1. Eligibility

A candidate must fulfill all of the following requirements.

- The candidate must be a national of a country within the scope of the Scholarship Grant.
- The candidate must be a graduate of a university in a country within the scope of the Scholarship Grant (which need not be located in the same country as the country of nationality) or have higher academic qualifications.
- The candidate must be seeking to enroll in a master's course (with a standard course term of two years for which a master's degree is awarded to those who complete the course, including the first two (2) years of a doctoral course) or the last three (3) years of a doctoral course (with a standard course term of three years for which a doctoral degree is awarded to those who complete the course) or be transferred in the third year of an integrated doctoral course (with a standard course term of five years for which a doctoral degree is awarded to those who complete the course) at the graduate school of the Japanese university in autumn of the year in which scholarship invitation is extended or in spring of the following year.
- The candidate must specialize in the field of natural science in the Japanese university.
- The candidate must not have arrived in Japan yet at the time of filing an application to YSF. If the candidate wishes to enroll in autumn, he/she must have lived in a country within the scope of the Scholarship Grant for one year or more on an ongoing basis as of April 1 of the year in which scholarship invitation is extended. If the candidate wishes to enroll in spring, he/she must have lived in a country within the scope of the Scholarship Grant for one year or more on an ongoing basis as of October 1 of the year in which scholarship invitation is extended.
- A candidate seeking to enroll in a master's course must be no more than 30 years old and a candidate seeking to enroll in the last three (3) years of a doctoral course must be no more than 35 years old as of April 1 of the year in which scholarship invitation is extended.

2. Invitation Method

Invitation to apply for this Scholarship Grant will be extended through designated universities. YSF will request Japanese universities designated by YSF (Designated Universities) to recommend scholarship candidates, and will accept recommendation of one candidate per university.

No more than one student will simultaneously receive this Scholarship Grant per Japanese university. YSF will accept a recommendation of one new candidate upon the expiry of the term of scholarship of the previous scholarship recipient from that university.

The method of invitation for scholarship candidates to apply at the Japanese university varies from university to university. Please contact the staff in charge of scholarship grants for foreign students at the university in which you wish to enroll.

YSF does not accept applications filed directly by students.

3. Application Procedures

Applicants must submit the following documents to the Japanese university. Among these documents, please obtain the forms for the application and the letter of recommendation through the Japanese university:

- Application form (No.1 Form C) (to be submitted in either Japanese or English);
- Letter of recommendation (No.2 Form C) (written by the advising professor in charge at the Japanese university);
- Letter of recommendation written in English by the university from which the applicant graduated; and
- A copy of the certificate or letter of acceptance from the graduate school of the Japanese university (if acceptance by the graduate school has been decided).

Japanese universities are required to submit the set of application documents concerning the respective scholarship candidates whom they have decided to recommend to YSF. If acceptance of the candidate at the graduate school is undecided at the time of submitting the application documents, please promptly submit a copy of the certificate or letter of acceptance as soon as the candidate's acceptance has been decided.

4. Changes after Application

If any material changes arise in the content of the application documents after recommending a candidate to YSF, the Japanese university is required to contact YSF promptly. Material changes include the following.

- Change in preferred university, graduate school or specialization
- Change in theme of research scheduled to be conducted after enrollment
- Change in advising professor (who wrote the letter of recommendation), etc.

5. Payment of Graduate School Entrance Examination Expenses

If a candidate recommended by the Japanese university needs to visit Japan temporarily to take an entrance examination of the graduate school, YSF will pay the following expenses:

- Travel expenses to Japan (round-trip economy-class airfare at cost);
- Entrance examination fee; and
- Travel expenses and accommodation expenses in Japan (for up to three nights).

Entrance examination expenses will be paid by transfer into the recommended candidate's bank account based on receipts and other evidence. The recommended candidate will not be required to pay back such expenses even if he/she is not accepted at the graduate school.

6. Scholarship Approval

Scholarship approval will be given to the respective candidates recommended by the universities after the content of their application documents are checked by the Managing Director of YSF (who also concurrently serves as a member of the scholarship screening committee).

YSF will notify applicants of scholarship approval through the Japanese university.

7. Issuance of Scholarship Certificate

YSF will issue a certificate of scholarship approval and the details of the Scholarship Grant, together with the approval notice. YSF will issue this certificate at any time even after the commencement of the term of scholarship when requested by the scholarship student or the Japanese university.

8. Submission of a copy of the residence card

Students who have obtained scholarship approval are required to promptly submit a copy of the front and back of the residence card to YSF through the Japanese university after arriving in Japan.

9. Report of Research Content

Students who have obtained scholarship approval must report the content of their research at the graduate school in which they will be enrolled to YSF through the Japanese university.

[4] Payment of Scholarship Grant

1. Designation of Account for Receiving Scholarship Grant

As a general rule, the Scholarship Grant will be paid by transfer into the scholarship student's bank account. Scholarship students must promptly open a bank account after arriving in Japan, write necessary information such as the account number in the Scholarship Grant Account Designation Form in the prescribed format, and submit the Form to YSF via the Japanese university, by attaching a copy of the section of the passbook where the branch number and account number are shown.

The account for receiving the Scholarship Grant must be held under the name of the scholarship student. This account must be an ordinary savings account (including consolidated account) or a checking account of a domestic bank.

The account for receiving the Scholarship Grant can be changed even after the commencement of the term of scholarship.

2. Payment of Scholarship Grant

(1) Breakdown of Grant

YSF will pay: living expenses in the amount of 200,000 yen per month; graduate school fees of up to 2,500,000 yen in total; family allowance (only if applicable); and round-trip travel expenses to Japan.

(i) Living expenses

YSF will pay living expenses over the term of the scholarship in the amount of 200,000 yen per month throughout the term of the scholarship.

(ii) Graduate school fees

YSF will pay graduate school fees of up to 2,500,000 yen in total during the term of scholarship at cost. Graduate school fees refer to expenses to be paid to the university on a semiannual or annual basis, which may be itemized as admission fee, tuition fee, facility fee, experiment & research fee, etc. However, student health insurance premiums, support group fees and other such membership fees are excluded. Furthermore, even if a candidate has been accepted by more than one graduate school, admission fee will only be paid for one school in which he/she will actually be enrolled.

When applying for the payment of graduate school fees, scholarship students must submit a receipt for the payment of the expenses and a document showing the breakdown of the amount. YSF will remit the money to his/her bank account after checking their application.

As an alternative way, scholarship students can apply for payment in advance by submitting the invoice, payment guide, etc. issued by the university. In this case, the documents to be submitted upon filing an application may be in the form of copies (application by fax and email attachment is also acceptable), provided that the original receipt issued by the university is submitted to YSF after paying tuition fees, etc. (If no receipt is issued by the university, please contact YSF.)

When a scholarship student is required to pay admission fees, etc. before opening an account for receiving the Scholarship Grant, YSF may directly pay the admission fees, etc. to the university on his/her behalf based on the university's request as a payment of the graduate school fees.

(iii) Family allowance

YSF will pay a family allowance of 20,000 yen per month if a scholarship student lives with his/her spouse during the term of scholarship, and his/her spouse has no income.

When applying for the payment of family allowance, a scholarship student must submit a copy of the front and back of the residence card of his/her spouse to YSF.

(iv) Travel expenses to Japan

YSF will pay for economy-class airfare as travel expenses incurred when a scholarship student travels to Japan to enroll in a graduate school and travel expenses incurred when he/she returns to his/her home country.

When applying for the payment of travel expenses, a scholarship student must submit a receipt of the airfare to YSF, with a document showing the details of the travel route, etc. (copy of airline ticket, etc.) attached.

A scholarship student is required to apply for travel expenses for the outbound journey upon heading to Japan, and for the return journey upon returning to his/her home country; application for travel expenses for the return journey must be filed within one year of the expiry of the term of scholarship.

YSF will pay travel expenses only for the scholarship student even if he/she is accompanied by his/her spouse to Japan.

(2) Remittance Date

As a general rule, YSF will remit money to the designated bank account on the first day of each month (or the following business day if that day falls on a bank holiday). However, YSF may remit money on other days depending on the application date.

3. Expiry of Scholarship Grant

YSF will end the payment of the Scholarship Grant when any of the following occurs.

- Two years have elapsed since the month in which the payment of the Scholarship Grant commenced. However, if YSF confirms that a scholarship student enrolled in the last three (3) years of a doctoral course or an integrated doctoral course at graduate school will be promoted to the third year (or fifth year in the case of integrated doctoral course), YSF will accept an extension of up to one year.
- The scholarship student completes the course in which he/she is enrolled.
- The scholarship student declines to receive the Scholarship Grant.

4. Deferral, Suspension, Resumption, etc. of Scholarship Grant

(1) Deferral of Scholarship Grant

YSF will defer the payment of the Scholarship Grant when a scholarship student defers study or does not attend for a long period of time.

(2) Suspension of Scholarship Grant

YSF may suspend the payment of the Scholarship Grant when a scholarship student repeats a year, is substantially behind in obtaining credits, or fails to submit a report to YSF.

(3) Resumption of Scholarship Grant

YSF may resume the payment of the Scholarship Grant when resumption is requested by a student who has had the payment of the Scholarship Grant deferred or suspended.

(4) Enrollment/Promotion Confirmation Surveys on Scholarship Students

YSF conducts surveys to confirm the enrollment and promotion status of a scholarship student with respect to the university in which he/she is enrolled in September and March each year, to check whether he/she is entitled to the Scholarship Grant.

5. Termination of Scholarship Grant

YSF will terminate the payment of the Scholarship Grant when the scholarship student:

- no longer has the prospect of fulfilling his/her objective of studying in Japan due to injury, illness, etc.;
- has poor academic performance, character or conduct, etc.;
- has been reprimanded by the university and struck off the university register; or
- is inappropriate as a scholarship student due to any facts other than the above.

[5] Report and Notification by Scholarship Students

1. Report on Progress of Study and Research, etc.

A scholarship student must submit the following documents reporting the progress of his/her study and research, etc. to YSF. If these documents are not submitted by the prescribed date, the Scholarship Grant may be suspended.

- Periodic report (September and March each year)
- Final report (at the end of term of scholarship)
- Transcript issued by the university (at the end of each academic year)

2. Report on Earned Degree

A scholarship student must promptly report to YSF when he/she completes the course in which he/she is enrolled and earns the prescribed degree, by attaching a document proving that he/she has earned the degree (copy is acceptable).

Likewise, a scholarship student must provide a report when he/she continues to enroll in the original course and earns the prescribed degree after the expiry of the term of scholarship of YSF.

3. Matters to be Notified to YSF

(1) When there are changes in current address and other contact details

If there are changes in any of the following matters during the term of scholarship, please promptly notify YSF of such changes by using the Notification of Change in Address, Change in Name or Workplace (Update) in the prescribed format.

- Name: Change in name due to marriage, etc. If there is any change in the name of the account holder of the account for receiving the Scholarship Grant, please inform YSF of such change as well.
- Current address:
- Home phone number/mobile phone number: If you have a mobile phone, please notify your mobile phone number as well. YSF may contact you by phone about exchange activities, etc.
- Email address: Scholarship students will be contacted mainly by email, such as the Scholarship Grant remittance notice given each time. Please inform YSF of your email address that you mainly use.

(2) When there are changes in enrollment status at the university

When there is any change in enrollment status at the university during the term of scholarship, a scholarship student must write necessary information in the Notification of Change in Registered Status in the prescribed format and submit it promptly to YSF, by attaching documents proving such change.

Changes in matters require notification are as follows.

- Deferral: Payment of the Scholarship Grant will be deferred when a scholarship student defers study or does not attend for a long period of time. Payment of the Scholarship Grant will be resumed by application upon his/her return to the university at a later date.
- Return to university: If a scholarship student who has deferred returns to university, payment of the Scholarship Grant will be resumed by application.
- Overseas study: In cases where a scholarship student is to study at a university, etc. in another country while leaving his/her name in the student register at the original university, the payment of the Scholarship Grant will be continued as a general rule. (The term of scholarship will NOT be extended.)
- Transfer to another university: In cases where a scholarship student is to be transferred to another university (i.e., shift his/her study and research base to another university) while leaving his/her name in the student register at the original university, the payment of the Scholarship Grant will be continued as a general rule. (The term of scholarship will NOT be extended.)
- Leave university: If a scholarship student is struck off the university register as a result of being reprimanded by the university before completing the course in which he/she was enrolled, the payment of

the Scholarship Grant will be terminated. However, this may not be the case if the scholarship student is to study overseas or be transferred to another university after leaving university based on legitimate reasons*.

* Legitimate reasons: These include cases in which the scholarship student is to study overseas or be transferred to another university under the instructions of the advising professor in charge, and cases in which the advising professor in charge is transferred. If you are unsure, make sure you consult with YSF in advance.

(3) When declining the Scholarship Grant

When declining the Scholarship Grant, a scholarship student must write necessary information in the Notification of Change in Registered Status in the prescribed format and submit it to YSF. The term of scholarship will expire upon the declination of the Scholarship Grant. Upon the receipt of a notice of declination of the Scholarship Grant, YSF will notify the university to that effect.

[6] Exchange Activities for Scholarship Students

1. Exchange Activities

YSF conducts various exchange activities targeted primarily at YSF scholarship students as part of its programs. YSF hopes that scholarship students will deepen their understanding of each other and stimulate one another through exchange activities, and thereby form long-lasting friendships that outlast the term of scholarship.

2. Study Excursions

YSF conducts study excursions primarily targeted at foreign students every summer. Scholarship students are encouraged to participate in the excursions as much as time permits. The date, location and other details of the excursion will be notified to prospective participants separately.

3. Other Events

YSF holds observation tours, exchange parties and other such events for scholarship students from time to time. Scholarship students are expected to actively participate in these events to the extent that they do not hinder their study and research.

[7] Request after Expiry of Term of Scholarship

1. Request for Updating Address and Other Contact Details

YSF hopes that scholarship students will cherish the friendship they have built among each other during the term of scholarship for many years to come. To assist in this regard, YSF intends to keep in touch with scholarship students even after the expiry of the term of scholarship.

For this reason, if there are any changes in your name, address or other contact details after the expiry of the term of scholarship, please promptly contact YSF's administration office.

[8] List of Documents to be Submitted by Scholarship Students

<YKK Leaders 21>

Timing of Submission	Document Name	Submission Method	Form*
When applying for Scholarship Grant	Application form	Submit document through Japanese university	
	Letter of recommendation		
	Letter of recommendation from graduating university		
	Certificate of acceptance of graduate school of Japanese university		
After arriving in Japan	Report on research theme		
	Copy of the front and back of the residence card		
	Scholarship Grant Account Designation Form		
	Receipt for airfare, detailed statement of travel route, etc.		
	Receipt for graduate school entrance examination expenses (only if applicable)		
When applying for payment of graduate school fees	Receipt (invoice*), detailed statement * When an application is made based on an invoice, the receipt needs to be submitted after payment		Submit document directly to YSF
When applying for family allowance	Copy of the front and back of the residence card of spouse		
When address has changed	Notification of Change in Address, Change in Name or Workplace (Update)	○	
September and March each year	Periodic report	○	
At the end of each academic year	Transcript		
At the end of term of scholarship	Final report	○	
When deferring study, returning to university, studying overseas, being transferred to another university or leaving university	Notification of Change in Registered Status	○	
	Document proving the reasons		
When declining the Scholarship Grant	Notification of Change in Registered Status	○	
When degree is earned	Document proving that degree has been earned		
When returning to home country	Receipt for airfare, detailed statement of travel route, etc.		

* Document marked with a circle (○): Prescribed forms are downloadable from YSF's website.

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This Guide explains the procedures after scholarship approval as well. Scholarship students are advised to keep it for future reference.

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