

Japanese Government (MONBUKAGAKUSHO: MEXT) Scholarship for 2020

Research Students

Notes for Application

- A. Applicants MUST read through the Application Guideline and this Note for Application carefully before you apply and the Application forms must be printed from the link below and submit all together with other required documents mentioned the following.
- 2020 Application Guideline
https://www.studyjapan.go.jp/jp/files/2020_Guidelines_Research_E.pdf
 - 2020 Application forms
https://www.studyjapan.go.jp/jp/smap_stopj-applications_research.html
- B. Be sure that you prepare all the required documents.
- C. Incomplete application forms and documents will not be examined. In case if you cannot submit the required documents, please attach a letter mentioning the reason why you cannot submit.
- D. Hard copy of the Grade Transcripts, Graduation/Degree Certificate and Prospective Graduation Certificate from the last university attended will be accepted for application. However, the originals or certified copies will need to submit in case you proceed to the interview examination.
- E. The minimum grade accepted is “Very Good”/GPA 2.8 or above.
- F. Those who hold a Doctor’s degree cannot apply unless he/she seeks to obtain the Doctor’s degree in Japan again.

- G.** What is the Professional Degree: Professional graduate schools were opened in 2003 with the aim of developing individuals with deep knowledge and outstanding ability in their field in order to support professions that require sophisticated expertise. The standard required duration of study is two years. In some fields of study, the duration is less than two years but more than one year. Upon completion of the course, a master's degree (specialized occupation) is conferred. Among the professional graduate schools are "graduate schools of law." These schools require a standard duration of study of three years. Upon completion of the course, a student will be granted the degree of "Doctor of Law (specialized occupation)."
- H.** Student who study medicine, dentistry or welfare science will not be allowed to engage in clinical training such as medical care and operative surgery until he/she obtains a relevant license from the Minister of Health, Labor and Welfare under applicable Japanese laws.
- I.** Those studying traditional entertainment arts such as Kabuki and classical Japanese dances, or subjects that require practical training in specific technologies or techniques at factories or companies are excluded from the field of study under this scholarship program.
- J.** All documents must be written **in English or Japanese**. If any documents are written in any other languages, a certified English or Japanese translation is required. (Any certified translation office is accepted.)
- K.** All the documents must be **A4 size** and **should be submitted in a A4 size envelope**.

① Application Form (use FY 2020 form): 1 Original (No hard copy needed)

- a) Fill in the documents **by typing**. As of April 1, 2020
- b) Write your name correctly in the application forms as follows:
- Choose only three names, one for "**Family name**", another for "**First name**", and another for "**Middle name**".
 - If you have a passport, you must spell your name **exactly the same as on your passport** in your Application Form and other required documents.
 - The hyphenated names (e.g. Abdel-Rahman or Alaa El-Din) are considered as one name.
 - "Full name in native language" in the Application Form or other required documents means to write your name in Arabic.
 - "In Roman block capitals" in the Application Form or other required documents means to write your name in English with capital letters.

c) Educational Background (Application Form No.11.) As of April 2020

- “Primary Education” means only elementary school, and does not include kindergarten.
- “Lower Secondary Education” means junior high school/Preparatory school.
- “Upper Secondary Education” means senior high school/Secondary school.
- “Tertiary Education” means university (Undergraduate).
- “Graduate Level” means master’s course and doctorate course.
- “Year and Month of Entrance and Completion”: Do not forget to fill in “months” as well as year.
- “Duration of Attendances”: Write the numbers of years attended each of your educational institutions before higher education (university) (example:6 years 0 month, 3years 0 month, 3years 0 month, 4 years 0 month). For “Graduate Level” only, write both the number of years and months attended.
- If you are enrolled in a master’s or doctorate course, mention it in “Diploma or Degree awarded, Major subject”.
- If you are expected to obtain a bachelor or master’s degree, mention the expected time at which you will obtain it (both years and months) in “Diploma or Degree awarded, Major subject”.
- Do not forget to fill in “Total years of schooling mentioned above”.

d) Employment Record (Application Form No.19.)

- Write the full records of employment from the present to the past.

e) Photograph

- Paste photograph with glue (do not staple) to the original Application Form. (Size 4.5×3.5 cm, taken within the past six months, upper body, full-face, uncapped. Write your name and nationality on the back of the photographs.) Copies are not acceptable. However, you may paste the photo in digital form on each application form in digital format and print it. (To print your photos and paste it on the Application Form is not allowed.)

② Placement Preference Form (The University in Japan in which you wish to be enrolled): 1 Original (No hard copy needed)

- a) Fill in the documents **by typing**.
- b) Search for and choose three universities and professors and fill in the form.
- c) You don’t need to obtain an acceptance letter at this stage. Applicants who pass the first screening (Document screening, Language examinations, Interview) conducted by the Embassy of Japan in Egypt, will be required to obtain the acceptance letters from the university of your choice after attending the orientation for obtaining the acceptance letters given by our embassy.

③ Field of Study and Research Program Plan: 1 Original (No hard copy needed)

- a) Fill in the documents here under **by typing.**
- b) “Name in full, in your native language”: Write your name in Arabic
- c) “Present Field of Study”: Describe briefly and clearly, not only by one word or the name of your field of study.
- d) “Study Program in Japan”: Explain specifically and in details about your own research program that you would like to conduct in Japan, including (1) Clear title indicating the research objectives, (2) Abstract of the research work including its outcomes, (3) A clear description for the material and methods and the steps of the work in accordance with the specific timeframe of the scholarship in.
- e) Additional sheets of your full research plan may be attached if necessary, and should be mentioned in the Field of Study and Study Program Form that your full research plan is attached.

[The following documents should be submitted as well]

④ Grade Transcript for Each Academic Year from the Last University Attended. : 1 Hard Copy only (Original or Certified Copy is Not necessary at this stage)

- a) Applicants must submit the following documents according to his/her academic background:
 - Applicants who have already graduated from a university’s undergraduate program: an academic transcript of the program;
 - Applicants who have already completed a master’s program at a graduate school: academic transcripts of both the undergraduate and the master’s programs;
 - Applicants who are pursuing an undergraduate degree: an academic transcript that covers from the year of enrollment to the term for which grades have been determined at the time of application for the scholarship;
 - Applicants who are pursuing a master’s degree: an academic transcript of the undergraduate program and an academic transcript of the master’s program at the graduate school that covers from the year of enrollment to the term for which grades have been determined at the time of application for the scholarship.

**Those who are pursuing an undergraduate or a master’s degree must also submit a transcript when he/she graduates from that program by the time selection results are finalized.

- b) The certificate issued by your university should show the grades (GPA, % or Excellent, Very good) for each subject taken in all the academic years of your attendance. A degree certificate or graduation certificate simply showing the rank of the applicants at graduation will not be accepted. Final grade shall be above “Very Good” or GPA2.8 (average of all years).
- c) **Hard copy of the Grade Transcript will be accepted for application. However those who pass the written examinations and proceed to the interview examination will need to submit the originals or the copies attested by an authorized person of the the university with an official stamp on the interview examination day.**
- d) If the certificate is written in Arabic, a certified translation in English or Japanese must be attached.

⑤ Graduation Certificate or Degree Certificate of the Last Attended University or Prospective Graduation Certificate: 1 Hard Copy only (Original or Certified Copy is Not necessary at this stage)

- a) Applicants must submit the following documents according to his/her academic background:
 - Applicants who have already graduated from a university’s undergraduate program: a certificate of graduation from the undergraduate program;
 - Applicants who have already completed a master’s program: certificates of graduation from both the undergraduate and the master’s programs;
 - Applicants who are pursuing an undergraduate degree: a certificate of prospective graduation from the undergraduate program. The certificate must note the expected graduation month and year ;
 - Applicants who are pursuing a master’s degree: a certificate of graduation from the undergraduate program and a certificate of prospective graduation from the master’s program at the graduate school.
 - Those who are pursuing an undergraduate or master’s degree must also submit a certificate of graduation when he/she graduates from that program by the time selection results are finalized.
- b) **Hard copy of the Graduation/Degree Certificate will be accepted for application in this year. However, those who pass the written examinations and proceed to the interview examination will need to submit the copies attested by an authorized person of the university with an official stamp on the interview examination day.**
- c) If the certificate is written in Arabic, a certified translation in English or Japanese must be attached.

⑥ A Recommendation Letter from the president/dean or the adviser of the last university attended : 1 Original (No hard copy needed)

- a) Free format (sample format available). The letter must be signed and sealed by the recommender.

⑦ Medical Certificate: 1 Original (No hard copy needed)

- a) Must be submitted in the designated 2020 form with the hospital's official stamp or authorized signature. You may take the medical check at any hospitals or clinics, and is not necessary to go to governmental hospitals. Film No. of X-ray must be filled in the form, however the X-ray has no number please write "None".

⑧ Abstracts of theses written (If applicable): 1 Hard Copy only (No extra hard copy needed)

For abstracts of the theses, abstracts of the graduation thesis and any presented papers will be acceptable. These abstracts will be used as basic data for evaluation of the applicant's academic ability. Make sure the applicant's name is on the first page of the abstracts.

⑨ Photograph(s) showing applicant's own works of art or a recorded CD of musical performance. (If applicable): 1 Original (No hard copy needed)

- a) ONLY for those majoring in fine arts or music.
- b) Photograph(s) showing applicant's own works of art or a recorded CD of musical performance

⑩ A Recommendation Letter from the present employer (For those who are currently employed only): 1 Original (No hard copy needed)

- a) For those who are currently employed, it is required to submit both recommendation letter mentioned above no.⑥ and no.⑩.
- b) Free format (sample format available). The letter must be signed and sealed by the recommender.
- c) Note on the envelope whether the recommendation letter is from your last attended university or your workplace.

⑪ Hard Copy of your passport photo page or personal ID card

⑫ Check Sheet