

Japanese Government (MONBUKAGAKUSHO: MEXT) Scholarship for 2021

Research Students

Notes for Application

- A. Applicants MUST read through this Note for Application and the Application Guideline from the link below carefully before you apply. The filled Application forms (in the link below) and the required following documents must be scanned to be clearly legible in PDF. Each document must be attached all together in one e-mail.
- **2021 Application Guidelines & Application Forms**
https://www.studyinjapan.go.jp/en/smap_stopj-applications_research.html
- B. Be sure that you prepare all the required documents mentioned the following.
- 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. All applicants are required to submit scanned documents in PDF by submission deadline. However, the applicants those who pass the written exams will be requested to submit either originals or certified copies with official stamps of the following documents; Grade Transcripts, Graduation Certificate, Prospective Graduation Certificates, Recommendation Letters, Application Forms, Health Certificate.
- 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 documents must be scanned in **PDF format**. Scanned documents should meet the following criteria:
- Documents must be scanned at the original size in black/white colors.
 - Applicants must ensure no part or page of the document is missing.
 - Documents must be clear and legible with good alignment.
 - Documents must not be obstructed by a shadow, page must not be tilted, and text must not be blurred nor disappear into the margin.
 - Unreadable documents will not be examined.
 - All requested documents must be scanned respectively and if any of document have multiple pages, all pages must be combined in single PDF documents.

① Application Form (use FY 2021 form): (You will be requested to submit the original document after written exams according to its result)

- a) Fill in the documents **by typing**. As of April 1, 2021
- 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 2021
- “Graduate Level” means master’s course and doctorate course.
 - “Year and Month of enrollment and graduation”: Do not forget to fill in “months” as well as year.
 - If you are expected to obtain a bachelor or master’s degree, please mention the expected year and month in the column “status”.
 - Do not forget to fill in “Total years of schooling attended as of April 1st, 2021”.
- d) 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.)

② Placement Preference Form (The University in Japan in which you wish to be enrolled): (You will be requested to submit the original document after written exams according to its result)

- a) Fill in the document **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: (You will be requested to submit the original document after written exams according to its result)

- a) Fill in the documents here under **by typing.**
- b) “Present Field of Study”: Describe briefly and clearly, not only by one word or the name of your field of study.
- c) “Research theme and plan 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.
- d) 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. : (You will be requested to submit the original document after written exams according to its result)

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) Those who pass the written examinations and proceed to the interview examination will be requested to submit the originals or the copies attested by an authorized person of 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: (You will be requested to submit the original document after written exams according to its result)

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. The certificate must note the expected graduation month and year;
- 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) Those who pass the written examinations and proceed to the interview examination will be requested to submit the originals or 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 : (You will be requested to submit the original document after written exams according to its result)

- a) Free format (sample format available). The letter must be signed and stamped by the recommender.
- b) Please mention whether the recommendation letter is from your last attended university or your workplace.

⑦ Medical Certificate (the designated 2021 form) : (You will be requested to submit the original document after the interview according to its result)

Due to the COVID-19 situation you can fill the form by yourself, no need for x-ray examinations at medical institutions. However, for the applicants who pass the interview will be additionally requested to have a medical check at any hospital or clinic either private or governmental. In that case the form must be filled by hospital doctors and stamped or signed by hospital.

⑧ Abstracts of theses written (If applicable): (You will be requested to submit the original document after written exams or interview exam according to its result)

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. Please make your name must be written in each document.

⑨ Photograph(s) showing applicant's own works of art or a recorded CD of musical performance. (If applicable): (You will be requested to submit the original document after written exams or interview exam according to its result)

- 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): (You will be requested to submit the original document after written exams or interview exam according to its result)

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

⑪ Photo page of your passport or personal ID card (if you do not have a passport)

⑫ Check Sheet