

Guidelines for Application
for
the International Priority Graduate Program
for
Master's Program/Doctoral Program,
Environmental and Information Studies,
Graduate School of Environmental and Information
Studies, Tokyo City University

For Enrollment in April 2025

If you apply for the International Priority Graduate Program for international students sponsored by the Japanese Government, you also need to apply for the Graduate School's entrance examination. As you may need to go through eligibility screening, please refer to these Guidelines and the Guidelines for Application for the Graduate School.

Overview

Environmental and Information Studies of the Graduate School of Environmental and Information Studies, Tokyo City University was selected by the Japanese Government (Ministry of Education, Culture, Sports, Science and Technology (MEXT)) in fiscal 2024 as a provider of the International Priority Graduate Program (PGP), a three-year program starting from fiscal 2024. The Japanese Government (MEXT) invites applications from international students who would like to be awarded the Japanese Government Scholarship and receive academic advice on environmental and information studies at the Graduate School of Environmental and Information Studies, Tokyo City University, as follows:

Name of the Program Provided:

Program to Develop Problem-Solving-Type Innovative Human Resources Contributing to the Resolution of Global-scale Environmental and Social Issues

Name of the Course in the Graduate School:

Environmental and Information Studies, the Graduate School of Environmental and Information Studies

Student Quota:

6 (3 for Master's Program and 3 for Doctoral Program)

Purpose of the Program:

To develop innovative human resources who acquire the knowledge necessary to enhance their ability to find issues based on environmental and information studies, as well as skills to resolve these issues in cooperation with local communities, and thus are able to contribute to the resolution of global-scale environmental and social issues

I. Qualifications and Requirements for Application

1. Nationality

Applicants must be a national of a country having diplomatic relations with Japan. Applicants with Japanese nationality at the time of application are not eligible, in principle. However, dual nationals who have both Japanese and a foreign nationality and are based outside Japan at the time of application are eligible, provided that they have chosen the foreign nationality by the time of departure for Japan and are going to renounce their Japanese nationality.

Note that priority is given to international students from the following countries and regions:

Myanmar, Laos, Thailand, Cambodia, Vietnam, Malaysia, the Philippines, Indonesia, Singapore and Brunei

2. Age

Applicants must be born on or after April 2, 1990, in principle.

Exceptions are allowed only in cases where MEXT determined that the applicant was unable to apply at the

eligible age due to the system or circumstances of their country of nationality (compulsory military service, loss of educational opportunities due to war, etc.). No personal circumstances (financial situation, family circumstances, health conditions, reasons of applicant's university or employer, etc.) are taken into consideration under any conditions.

3. Academic background

Applicants must meet the qualifications for admission to a master's or doctoral course of a graduate school in Japan (including those who are assured to meet the qualification at the time of entrance into the graduate school).

4. Major

Applicants must have majored in environmental studies, information studies or related fields at university.

5. Academic grades and language proficiency (English)

1) Must have JASSO's Grade Point Average (GPA) designated by MEXT of 2.30 or higher

2) Must satisfy any of the following requirements, regarding language proficiency (English)

i) Having obtained qualifications or a score on a proficiency test equivalent to or higher than Level B2 of the Common European Framework of Reference for Languages (CEFR) in English at the time of entrance into the regular course of the graduate school.

ii) Having completed an educational course that meets the qualification for admission to a master's or doctoral course of a graduate school in Japan, using English as the main language.

iii) Those who are determined by the University to have English proficiency equivalent to or higher than i) above.

6. Language

Classes and research advice are given in English.

7. Arrival in Japan

Successful applicants must be able to arrive in Japan between April 1 and April 7, 2025, in principle.

They must also be able to leave their place of residence on or after April 1, 2025.

8. Category of Visa

Successful applicants must newly obtain a "Student" visa from the diplomatic establishments in the country of their nationality before leaving for Japan, and enter Japan with the new "Student" status of residence, in principle. For this reason, even if they already have another status of residence (e.g. Permanent Resident and Long-term Resident), they must change it to "Student" and reenter Japan. Note that even if they reapply for the Permanent or Long-term Resident status after completing their time as international students sponsored by the Japanese Government, the status may not always be granted. If they arrive in Japan without having obtained a new "Student" visa, the scholarship will be cancelled.

9. Ineligibility

Those who meet any of the following conditions are not eligible for the Program. If ineligibility is found after an application is adopted, the applicant must decline the position.

i) Those who are active-duty military personnel or civilian employees of the army at the time of arrival in Japan and during the period covered by the scholarship.

ii) Those who are unable to arrive in Japan by the date specified by MEXT or the University.

- iii) Those who have already been international students sponsored by the Japanese Government (MEXT) Scholarship, including those who declined it after arriving in Japan. However, this does not apply to those having an educational or professional career for three years or more during the period between the month following the last month of the past scholarship payment and the first month of this scholarship payment, and those whose last scholarship received from the Japanese Government (MEXT) was either the Scholarship for Japanese Studies Student (only those who have graduated or are expected to graduate from their universities after returning home), the Japan-Korea Joint Program for Science & Engineering Students or the Young Leaders' Program. Note that as the MEXT Honors Scholarship is not considered a Japanese Government (MEXT) Scholarship, those who have received the Honors Scholarship can apply for the Program.
- iv) Those who are also applying for another scholarship program, the payment of which starts in fiscal 2025, under the Japanese Government (MEXT) Scholarship system.
- v) Those who are already enrolled in a university or other institution in Japan with the "Student" status of residence at the time of application, or those who are enrolled or expected to be enrolled in a university or other institution in Japan as self-supporting international students during the period between application and payment of the Scholarship. However, this does not apply to self-supporting international students who are enrolled or expected to be enrolled in a university or other institution in Japan provided that it is ensured at the time of application that they will complete the current program and return home before the scholarship payment period starts, and that they will obtain a new "Student" status of residence before coming back to Japan.
- vi) Those who are planning to receive another scholarship from an organization, including government agencies of their home country, other than the Japanese Government (MEXT) after payment of this scholarship begins.
- vii) Those who were expected to graduate but are unable to meet the academic qualifications and conditions by the predetermined date.
- viii) Those who were dual nationals at the time of application but are unable to prove that they have renounced their Japanese nationality by the time of departure for Japan.
- ix) Those who are planning at the time of application to conduct long-term research activities (e.g., internship and field work) outside Japan or take a long leave of absence.
- x) Those who have already completed a doctoral course and have no intention of obtaining a degree.

10. Others

Those who will make a contribution to mutual understanding between their home country and Japan while they are in Japan, by participating in a wide range of local school and community activities as human resources who can contribute to the internationalization of Japan; and who will promote relations between their home country and Japan after returning home, by maintaining close liaison even after graduation with the university where they studied and cooperating in projects conducted by the diplomatic establishments, such as answering questionnaires after graduation.

II. Period of Scholarship Payment

In principle, the scholarship is paid to master's course students for two years and to doctoral course students for three years from April 2025.

* The period must be within the standard terms of the course in which the student is to be enrolled in Japan.

III. Scholarship and Travel Expenses

1. Scholarship

Master's course students will be paid 144,000 yen per month and doctoral course students 145,000 yen per month. Note that the amount is subject to change each fiscal year due to the circumstances of the Japanese Government budget. Students who take a leave of absence or are absent from the University for a long period of time will not be paid for that period.

Stoppage of Payment of Scholarship

The payment of the MEXT Scholarship will be stopped in the following cases. In addition, refund of a part or all of the scholarship paid up to that time may be ordered. Note that payment of the scholarship may be suspended until disciplinary action is decided.

- i) When the application documents contain false or wrong statements
- ii) When the student violated the pledge to the Minister of Education, Culture, Sports, Science and Technology
- iii) When the student violated the laws and regulations of Japan and was sentenced to imprisonment (with labor) for life or for one year or longer
- iv) When the student was removed, suspended, reprimanded or expelled from university, or similar disciplinary action was taken in accordance with the rules of the University
- v) When it was determined that the student will not be able to complete the course within the standard terms of the course due to poor performance, suspension, leave of absence, etc.
- vi) When the student arrives in Japan without having obtained a new "Student" status of residence, or when the status was changed to something other than "Student"
- vii) When the student received another scholarship (except the one the purpose of which is specified as research expenses)
- viii) When the student advances to the higher level course without having obtained approval for the extension of the scholarship payment period
- ix) When the student withdrew from the University or was transferred to another graduate school
- x) When the student's Grade Point Average (GPA) designated by MEXT falls below 2.30 at the end of each academic year.

2. Travel Expenses

i) Travel expenses to Japan

In principle, an airline ticket with a specified travel date and route is provided. It shall be an economy-class ticket from an international airport closest from the place of residence of the international student

(in the country of nationality, in principle) to Narita or Haneda Airport. Note that domestic travel expenses from the place of residence of a student to the nearest international airport, airport taxes, passenger facility charges, special taxes required for travel, travel expenses in Japan (including expenses required for flight transfer), travel insurance premiums, expenses required for personal baggage and unaccompanied baggage, etc. shall be paid by the student. If a student needs to stop over in a third country to obtain a visa because there is no diplomatic establishment in the country of their nationality, or if there is no direct flight from the country of their nationality, the student must pay the travel and lodging expenses in the third country where they stop over. MEXT provides economy-class airline tickets from the country of nationality to the third country and from the same third country to Narita or Haneda Airport only. The “place of residence of the international student” shall be the “current address” specified on the application form, in principle. However, if the student moves within the country of nationality before departing for Japan, the address specified in the “address before departing for Japan” on the application is regarded as the “place of residence” and an airline ticket from the international airport closest to the address will be provided. Note that no airline ticket will be provided if a student departs from a country other than the country of nationality for their own convenience, except for a stopover in a third country for the purpose of visa application.

ii) Travel expenses from Japan

In principle, an airline ticket is provided for an international student who completed the course in the Graduate School of Environmental and Information Studies and is returning to their home country in the month in which the term of scholarship payment ends, in response to their application. It shall be an economy-class ticket from Narita or Haneda Airport to the international airport closest to the place to which the international student is returning (in the country of nationality, in principle). Domestic travel expenses from the student’s place of residence in Japan to the nearest international airport, airport taxes, passenger facility charges, special taxes required for travel, travel expenses in the country of nationality (including expenses required for flight transfer), travel insurance premiums, expenses required for personal baggage and unaccompanied baggage, etc. shall be paid by the student. Note that no expenses for return travel will be paid if a student leaves Japan before the end of the term of scholarship payment due to personal reasons or stoppage of scholarship payment. If a student continues to stay in Japan for a long period of time after completion of the scholarship payment (e.g., proceeding to higher education or employment in Japan), no travel expenses will be paid for a temporary homecoming.

IV. Application Procedures

1. Application Period

From Wednesday, July 10, 2024 to Tuesday, July 16 2024 (The application must arrive by or on the deadline.)

* All dates and times indicated in the application process refer to Japan Standard Time.

For details of the admission qualification screening, refer to the Guidelines for Application for the Graduate School of Environmental and Information Studies for the Admission in the First Semester of the

2025 Academic Year (Schedule B and C).

Overseas partner universities: <https://www.tcu.ac.jp/interchange/overseasagreement/>

Institute of Technology of Cambodia, Atma Jaya University, Yogyakarta (Universitas Atma Jaya Yogyakarta), Bandung Institute of Technology (Institut Teknologi Bandung), Tun Hussein Onn University of Malaysia (Universiti Tun Hussein Onn Malaysia), De La Salle University, University of Technology Malaysia (Universiti Teknologi Malaysia), King Mongkut's University of Technology Thonburi and Thammasat University

2. Documents Required for Application

All documents must be written in English.

i) Application Form for Japanese Government (MEXT) Scholarship

* Note that resubmission of the application form may be requested in December 2024.

Print the form on a single side of A4 paper and affix the applicant's photograph (4.5 cm (h) x 3.5 cm (w)) on it. If any false statement or omission is found, the applicant will be disqualified.

ii) Field of Study and Research Plan form specified by the Japanese Government (MEXT)

* Note that resubmission of the application form may be requested in December 2024.

Print the form on a single side of A4 paper. Describe your research plan in the master's or doctoral course on it.

iii) A letter of recommendation written by the president or the head of the research department/course of the last university you graduated from

It must be addressed to the President of Tokyo City University

iv) Research paper abstract or equivalent

Summarize the paper briefly.

v) Copy of English language proficiency certificate

Applicant must have obtained qualifications or a score in a proficiency test equivalent to or higher than Level B2 of the Common European Framework of Reference for Languages (CEFR) in English.

(Note: Scholarship candidates who have not graduated from a university or graduate school where English is the primary language will be required to submit scores from a certification test that can measure all four skills of English (listening, reading, writing, and speaking) at a later date.

Documents Must be Sent to:

Academic Support Center

Tokyo City University (Yokohama Campus)

3-3-1 Ushikubo-nishi, Tsuzuki-ku, Yokohama, Kanagawa, 224-8551, Japan

gips_yc@tcu.ac.jp

3. Notes

i) Only applications with all required documents will be accepted.

ii) Candidates for scholarship will be notified of the result determined by the University at the same time as the announcement of acceptance to the Graduate School. Candidates will be notified of the final result by MEXT at the early of March 2025.

iii) It will take approximately one to one and a half months after arriving in Japan to receive the scholarship. Students need to prepare at least US\$ 2,000 for immediate living expenses.

- iv) Students must join the National Health Insurance on their own after arriving in Japan.
- v) Information of successful applicants (name, sex, date of birth, nationality, university/graduate school/faculty accepting the students, field of study, period of enrollment at the accepting university, career after program completion, contact information (address, phone number, and email-address)) are shared with relevant government agencies for the purpose of facilitating international student programs conducted by the Japanese government (supporting students studying abroad, following-up with students who have completed the program, and improving study-abroad programs). Information on successful applicants (excluding date of birth and contact information) may be made public in PR materials for the promotion of acceptance of international students prepared by the Japanese Government, especially for the purpose of introducing former international students sponsored by the Japanese Government who are now demonstrating their abilities in various parts of the world.
- vi) If a successful applicant was once deported in the past and cannot obtain a “Student” visa by the specified date of leaving for Japan, the acceptance and scholarship will be cancelled.
- vii) The University assumes the responsibility for arranging housing and providing Japanese language education for successful candidates.
- viii) The University bears the educational expenses (examination fee, entrance fee, tuition, etc.) of successful candidates.

V. Use of Personal Information

Personal information obtained by the University shall be used for the following purposes:

1. The series of processes from application to enrollment, such as sending examination admission tickets, administering entrance examinations, sending letters of acceptance, sending documents for enrolment procedures (written oath and agreement), managing status of residence, sending admission letters, communicating and notifying enrollment-related information, and issuing student ID cards. Additionally, for communication and notification in such processes and statistical calculation.
2. Supporting education after enrollment (course registration, creating student directory, academic performance, etc.), managing the school register (processing the school register, issuing certificates and diplomas, etc.), supporting student life (selection of scholarship recipients, health examination, applications for registration, use of facilities, proceedings for the status of residence, etc.) and operations related to career after completion. Additionally, communication and notification in such processes and statistical calculation (including the use for the purpose of improving education at the University).

* When outsourcing the above operations, we will check in advance if the outsourced operations are carried out in a sound manner and conclude a nondisclosure agreement to properly manage and observe the outsourced operations (including the use of external personal information for statistical processing, or the outsourcing of statistical calculation using personal information acquired by the University).

VI. Inquiry to

Academic Support Center

Tokyo City University (Yokohama Campus)

3-3-1 Ushikubo-nishi, Tsuzuki-ku, Yokohama, Kanagawa, 224-8551, Japan

Email: gips_yc@tcu.ac.jp