

Application Guidelines on Tokyo Metropolitan University Scholarship
for Privately Financed International Students (2024 Fall A and B)

1. Overview of Scholarships

The scholarship grants a monthly stipend to academically outstanding privately financed international students that are regularly enrolled in an undergraduate course at Tokyo Metropolitan University.

The eligible students and payment period for 2024 Fall A Scholarship and 2024 Fall B Scholarship are indicated below.

	Eligible Students (as of October 1, 2024)	Payment Period
2024 Fall A Scholarship	All undergraduate students	From October 2024 to March 2025 (6 months)
2024 Fall B Scholarship	2nd year and 3rd year undergraduate students	From April 2025 to March 2026 (12 months)

*2nd year and 3rd year undergraduate students are eligible to apply for both 2024 Fall A Scholarship and 2024 Fall B Scholarship.

*Scholarship application for April 2025-March 2026 period that is eligible to the other school year students is scheduled to be accepted in spring 2025 and fall 2025.

(1) Scholarship Amount:

150,000 yen per month (with no obligation of repayment) for both A and B scholarships

If the recipient is already receiving or plans to receive a scholarship from another organization, the amount of the other scholarship shall be deducted from this scholarship (150,000 yen per month).

(2) Number of Recipients:

2024 Fall A Scholarship (total of all school year undergraduate students) - about 50

2024 Fall B Scholarship (total of 2nd year and 3rd year undergraduate students) - about 25

(3) Payment Method:

Transferred to a bank account in Japan of the recipient every month after their enrollment is confirmed.

(4) Payment Start:

2024 Fall A Scholarship - December 2024 (scheduled)

*The first bank transfer will include the payment for both October and November 2024.

2024 Fall B Scholarship - April 2025 (scheduled)

2. Applicant Requirements

The scholarship is open to full-time privately financed international students that are enrolled in

an undergraduate course at Tokyo Metropolitan University and meet the eligibility requirements indicated below.

The following students are ineligible for this scholarship.

- i. International students financed by the Japanese government, MEXT
- ii. International students that have enrolled by the Special Selection (Entrance Examination for Fall Semester Entrance)

- (1) The applicants must have or be currently applying for “student” as their status of residence.
- (2) The applicant must have an academic score of 3.0 or above out of 5.0 in the target grades, based on the calculation method defined by Tokyo Metropolitan University as follows.

$$\{ (\text{number of credit scoring "5"} \times 5) + (\text{number of credit scoring "4"} \times 4) + (\text{number of credit scoring "3"} \times 3) + (\text{number of credit scoring "2"} \times 2) + (\text{number of credit scoring "1"} \text{ or "0"} \times 0) \} \div \text{total number of credits earned (round to two decimal places)}$$

<Target grades>

New students enrolled in 2024: Grades for the first semester of 2024

Students enrolled in 2023 or earlier:

In principle, grades for the second semester of 2023 and first semester of 2024

- (3) The applicant must be able to graduate within their term of study (excluding the case where they take a leave of absence for military duty)
- (4) The applicant must not apply for a scholarship from another organization at the time of application (excluding a scholarship that may be withdrawn from, a scholarship with a scheduled payment period non-overlapping with this scholarship, or Monbukagakusho Honors Scholarship).
- (5) If the applicant has been disqualified from applying for a scholarship by the Committee of International Student and Study Abroad as stipulated in Article 9 of Tokyo Metropolitan University Guidelines Regarding the Recommendation of Privately Financed International Student Candidates for Scholarships (2013 Document #1226) or Article 8 of Tokyo Metropolitan University Guidelines Regarding the Recommendation of Candidates for Monbukagakusho Honors Scholarship (2013 Document #1248), the disqualification period should have already elapsed.

3. Application Period

From Tuesday, October 1st, 2024 to Tuesday, October 15th, 2024

*Deadline: E-mail must arrive no later than 5pm on Tuesday, October 15th, 2024

4. Application Method

Submit the following application documents to the following e-mail address of the International Student Exchange Section at the International Affairs Office.

Submit applications to: ryuga-scholarship@jmi.tmu.ac.jp

*After the application documents are received, all applicants will receive an individual application number issued by the International Affairs Office by e-mail.

<Application Documents>

(1) Application and Grade Calculation Form (specified format by Tokyo Metropolitan University) for Tokyo Metropolitan University Scholarship for Privately Financed International Students (2024 Fall A and B)

*Download the Excel file from the link of [Application and Grade Calculation Form for Tokyo Metropolitan University Scholarships for Privately Financed International Students] in the page of [Tokyo Metropolitan University Scholarships for Privately Financed International Students] indicated below. Fill out the spreadsheet and submit the file.

https://www.ic.tmu.ac.jp/english/study_abroad/scholarship.html

(2) Copy of academic transcript (file) *Obtained from 'Campus Square'

New students enrolled in 2024: Transcript of grades for the first semester of 2024

Students enrolled in 2023 or earlier: Transcript of grades for the second semester of 2023 and first semester of 2024. (In cases where the student cannot submit grades for these period because of a leave of absence for military duty or other reason, the student must contact the International Student Exchange Section of the International Affairs Office as indicated in "9 Inquiries" below.)

(3) Copy of both sides of Residence card (file)

(4) Copy of both sides of Student ID (file)

5. Selection and Result Notification

In principle, screening is performed based on academic grades, and the application numbers of scholarship recipients will be posted on the International Center/International Affairs Office website of Tokyo Metropolitan University by early December 2024. Scholarship recipients will receive official notification from the International Affairs Office by email.

6. Procedures by Scholarship Recipients

The required procedures for scholarship recipients will be informed along with the official notification by email. Scholarship recipients must complete the required procedures before the specified deadline. Scholarship payments will be delayed if procedures such as the submission of the written pledge and registration of the bank account are not completed as scheduled.

7. Cancellation of Scholarship

If any of the following occur before or during the payment period, scholarship payment may be canceled, terminated, or suspended. If it is deemed appropriate that the recipient should repay scholarship that have already been paid, the recipient may be required to repay the scholarship in part or in full.

(1) If the application documents are found to contain false information

(2) If the recipient violates the written pledge made to the President

(3) If the recipient is expelled or otherwise unenrolled

(4) If the recipient is deemed unable to graduate within their term of study due to a reason such as poor grades, suspension, or an academic leave of absence (excluding cases where the

recipient takes a leave of absence for military duty)

(5) If the recipient changes their status of residence from “student” to another status

(6) If the recipient is found to have applied for a scholarship from another organization (excluding a scholarship that may be withdrawn from, a scholarship with a scheduled payment period non-overlapping with this scholarship, or a Monbukagakusho Honors Scholarship)

(7) If the President deems it inappropriate to grant the scholarship to the recipient for other reasons

8. Cautions (Regarding Concurrent Receipt with Another Scholarship)

(1) For 2024 applications, this scholarship may be granted concurrently with a scholarship that is already received or have planned to be paid from another organization. However, the monthly payment of the scholarship received from the other organization is deducted from this scholarship (150,000 yen per month). For details, contact the International Student Exchange Section at the International Affairs Office.

(2) In principle, whether concurrent receipt with a scholarship already received from another organization is allowed or not depends on the rules of the other scholarship.

9. Inquiries

International Student Exchange Section at International Affairs Office,
Tokyo Metropolitan University

E-mail: ryuga-scholarship@jmj.tmu.ac.jp