

# 2024 National University Corporation KIT Fund Scholarship Application Guidelines

[for Prospective Doctoral Course students]

To contribute to the development of globally successful young researchers and engineers, the National University Corporation Kyoto Institute of Technology has made a KIT Fund Scholarship available since FY 2006 as part of our Human Resources Development Fund Project.

As outlined below, we are calling for high-achieving doctoral students to apply for this funding.

Note;

Those who enrolled in the Graduate School of Science and Technology Master's Program in September 2022 and plan to complete the Master's program in September 2024 should read "April 2024" in this document of application guidelines as "September 2024."

## 1. Number of Grantees and Scholarship Amounts

(1) Number of Applicants Granted Scholarships: 5

(This will include doctoral course students funded under the "2023 KIT Fund Scholarship Students" program.)

(2) Amount of Scholarship amount: 1 million yen per scholar

## 2. Eligibility

Applicants must be enrolled full time in the second year of a Graduate School of Science and Technology Master's Program as of October 2023 and show a strong motivation to advance to a KIT doctoral program on April 2024. (Master's students who have not yet applied to take the KIT doctoral course entrance exam at the time of application are eligible to apply.)

<Note>

(1) Persons described below are not eligible to apply:

- Japanese government scholarship funded international students (exception: persons who are privately-funded foreign students as of April 2024, may apply.)
- Persons on leave of absence

(2) Scholarships will be paid in or after April 2024. Persons described by any of the following will not receive a KIT Fund Scholarship. (If, after the scholarship has been awarded, it is found that any of the following apply, the scholarship will be returned.)

- The scholar does not enroll in the KIT doctoral program on April 2024 or fails the entrance exam.
- The scholar will be a Japan Society for the Promotion of Science (JSPS) Research Fellow as of April 2024.
- The scholar will receive a KIT fellowship (the next support program of Kyoto sangaku kyoso fellowship program) from April 2024
- Persons who will receive a monthly scholarship or other income of 150,000 yen or more from April 2024.
- Persons who will be Japanese government scholarship funded international students from April 2024.

(3) You can receive this funding in combination with other scholarships. (Unless you are described in (2) above)

## 3. Application Documents

① "KIT Fund Scholarship Application" (Form 1)

② Pledge (Form 2-B)

③ Academic transcripts of master's degree coursework

④ Documentation of achievements and results

\*Provide evidence of the research outputs described in section 4 "Self-analysis of research performance" of the "Foundation Scholar Application" (Form 1). If you have any research achievements such as academic papers or conference presentations, be sure to include them in section 4 "Self-analysis of research performance".

<Examples of Documentation of achievements and results>

In the case of academic papers: copies of papers, etc.

In the case of a research presentation: a copy of the relevant part of the abstract book or proceedings, etc.  
In the case of an award received at a conference or academic meeting: a copy of the award certificate, etc.

In the case of an exhibition or award for works, etc.: copies of documents showing the status of the exhibition or award, etc.

⑤ Supervising professor's "KIT Fund Scholarship Applicant Evaluation Form" (Form 3)

\* Ask your supervisor to please submit this form directly to the Financial Support, Student Support and Community Outreach Office by the deadline.

- Application documents can be downloaded from the KIT website.  
([https://www.kit.ac.jp/campus\\_index/life\\_fee/scholarship/kitfund\\_scholarship/](https://www.kit.ac.jp/campus_index/life_fee/scholarship/kitfund_scholarship/))

#### 4. When and Where to Submit your Application

Applicants must submit all the application documents specified in “3” above together. The document package must arrive during the period shown below.

(1) Application acceptance hours and days

Reception period: Monday, September 11 - Monday, September 25, 2023 (Must arrive by 17:00)

(2) How to apply

①, ②, ③ and ④ should be submitted by post or at the counter; ⑤ should be submitted by e-mail by the supervisor.

- The following documents should be submitted by email in addition to the paper submission: ① “KIT Fund Scholarship Application” (Form 1), ③ Academic Transcripts, and ④ Documentation of achievements and results. (Use: “[KIT Foundation Scholarships] (Major) \_ (Name)” as the subject of the email.)
  - \* ① “KIT Fund Scholarship Application Form” (Form 1) should be converted to a PDF file and the file name should be “[Application Form] (Major) \_ (Name) ”.
  - \* ③ The academic transcript should be created as a PDF file by scanning, etc., and the file name should be “[Transcript] (Major)\_ (Name) ”.
  - \* ④ Documentation of achievements should be created as one PDF file for each achievement, and the name of each file should be “[Achievement document (No.○)] (Major) \_ (Name) ”.
- Ask your supervisor to please submit "KIT Fund Scholarship Applicant Evaluation Form" (Form 3) directly to the Financial Support, Student Support and Community Outreach Office by the deadline.

Submit to:

KIT Fund Scholarship Application Package Reception Desk,  
Financial Support, Student Support and Community Outreach Office  
1 Matsugasaki Hashikami-cho, Sakyo-ku, Kyoto 606-8585 JAPAN  
E-mail shogaku@jim.kit.ac.jp

#### 5. Selection

The KIT Fund Scholarship Selection Committee (hereinafter referred to as the “Selection Committee”) will make decisions based on a document screening process. (For high numbers of qualifying applicants, we may require candidates who have passed the initial screening to have an interview. Interviews, if required, will be held in early-November.)

《Reference》 AY2022 selection results

Number of applicants	3
Number of applicants who passed document screening	3
Number of successful applicants (Including alternates)	3 *

\*However, there were 0 official recipients of the award because all of successful applicants were accepted into the KIT Fellowship Program.

## 6. Application Selection Decisions and Scholarship Payments

<Prospective Doctoral Student KIT Fund Scholarship Candidate Selection>

The KIT president will make the final “prospective doctoral student KIT Fund scholarship candidate” awardee decisions based on Selection Committee assessments and notify the applicants. Application decisions are expected to be made in early-December.

<Selection of Awardees>

After prospective doctoral student scholarship candidates enter the KIT doctoral program in April 2024, the official scholarship selection will be made and payments made.

However, if a prospective doctoral student scholarship candidate is described by any of the following, the scholarship will be denied and no payment will be made. If, after the scholarship has been awarded and paid, it is found that any of the following apply, the scholarship will be withdrawn and the scholarship funds will be returned.

Prospective doctoral student scholarship candidates should immediately inform the KIT in the event of any of the following:

- Persons who do not enroll in the KIT doctoral program, including those who fail the entrance exam.
- Persons who will be Japan Society for the Promotion of Science (JSPS) Research Fellows as of April 2024.
- The scholar will receive a KIT fellowship (the next support program of *Kyoto sangaku kyoso fellowship program*) from April 2024
- Persons who will receive a monthly scholarship or other income of 150,000 yen or more from April 2024.
- Persons who will be Japanese government scholarship funded international students from April 2024.

## 7. Achievement Report

At the end of every academic year scholarship students must submit an Annual Achievement Report (Form 4) to the Financial Support, Student Support and Community Outreach Office via the supervisor. In addition, at least three months before the completion of the doctoral program, an Achievement Report (Form 5) must be submitted to the Financial Support, Student Support and Community Outreach Office via the supervisor. Form 5 will be opened to the KIT website.

## 8. Other

(1) KIT Fund scholars must return this scholarship to KIT if application documents are found to contain misrepresentations, or if the scholar is subject to disciplinary action or otherwise behaves in a manner unbecoming of a KIT student.

(2) Doctoral students, depending on their circumstances and how much time remains in their period of study, may be asked to return all, or a portion, of their scholarship funding in the event they withdraw (exception: withdrawal after satisfying all credit requirements) before the completion of their degree.

(3) Accepting this award signifies you agree to KIT using your name, affiliation and research topic in university public relations materials (print and digital). We ask that you cooperate with various statistical surveys, university evaluations and events.

For inquires on this application contact:

Financial Support, Student Support and Community Outreach Office

Hours: 8: 30 - 17: 00 (closed weekends, holidays)

Phone: 075-724-7150 E-mail: shogaku@jim.kit.ac.jp