

AY2023 Financial Support for the Graduate Students 【Application Guideline】

The Graduate School provides the following financial support programs to graduate students as part of their research activity support. If you plan to apply, please follow this application guideline.

【All the Financial Support】

- * Those who apply for the following financial support programs must complete the research ethics education of “APRIN e-learning program” by the application.
(Except Financial Support for Taking Foreign Language Proficiency Tests and Financial Support for Tuition Fee of Language Classes)
- * Students who are taking a temporary leave from the graduate school cannot receive financial support. Re-enrolled students who are submitting their theses, non-degree students, auditing students, research students, and exchange students are also not eligible.
- * Progress and results under these programs may be released on our webpage. However, names and research results in need of confidentiality will not be released.
- * Students who reside in Japan and have a Japanese bank account are eligible for these financial support programs.
- * The payment must be made by the applicant and should not be paid by others.
- * Applications will be closed when the application exceeds the budget for this program.
- * These programs may change next academic year.

I. No screening program

Programs	Details
Financial Support for Research Presentation at Conference <i>* The maximum number of times and the amount of support are increased only in AY2023.</i>	<p>This support is available to those who give presentations at international conferences or conferences registered with the Science Council of Japan.</p> <p>Students can apply for 1 overseas and 2 domestic conferences, or 3 domestic conferences within one year</p> <p>◆Registration fee (Maximum): ¥40,000 ◆Transportation fee (Maximum): 《for domestic》 ¥40,000 《for international》 Depends on conference region.</p> <p><u>Doctoral Course students</u> ¥ 120,000, ¥ 100,000, ¥ 70,000</p> <p><u>Master Course students</u> ¥ 100,000, ¥ 80,000, ¥ 60,000</p> <p>* Different rules are set for Research Associates. Please contact the Graduate School Office.</p>

Financial Support for Taking Foreign Language Proficiency Tests	<p>The full amount of the fee for the test conducted in AY2023 will be provided. Students can apply only once a year.</p> <p>* To apply for this financial support, the required documents must be submitted by the end of February. Please take the test in order to meet the deadline.</p> <p>【List of Foreign Language Proficiency Tests】 English : TOEFL, TOEIC, IELTS German : GOETHE-INSTITUT Diploma Deutsch in Japan German Proficiency Test French : DELF-DALF, French Proficiency Test, TCF (c) Chinese : HSK, Chinese Proficiency Test Korean : Korean Proficiency Test, Hangul Proficiency Test Spanish : Spanish Language Proficiency Test DELE Russian : TPKИ (Russian Language Proficiency Test) Other foreign language proficiency test : Please consult with the Graduate School Office with materials that provide an outline of the examination.</p>
Financial Support for Academic Paper Publication	<p>The publication costs of student's research paper (including open access publication) to a journal (including articles, and electronic media) will be reimbursed.</p> <p>*Applicant student has to be a responsible author (including in the cases that the responsible author is supervisor and a graduate student is the lead author).</p> <p>◆Publication fee (Maximum) : ¥ 50,000 ◆Offprint (Maximum) : ¥ 10,000</p> <p>* Money transfer fees are not eligible for this support. * Manuscripts for oral presentation are not applicable. * The amount of support will be decided depending on each application. In case manuscript fee is provided, the fee for offprint will not be reimbursed.</p> <p>【Requirements】</p> <ul style="list-style-type: none"> • Publication and Offprint fees paid (with date of receipt) between April 1, 2023 and February 28, 2024 • The paper must be unpublished. • Students do not receive other financial support

Financial Support for Proofreading for Papers Written in Non-Native Language	<p>Proofreading fee will be provided when a student contributes their paper to International academic publications those periodically published. (Including articles, journals, and electronic media) Students can apply only once a year.</p> <p>*Applicant student has to be a responsible author (including in the cases that the responsible author is supervisor and a graduate student is the lead author).</p> <p>◆Proofreading fee (Maximum) : ¥ 50,000</p> <p>*Japanese written papers are not applicable.</p> <p>*Master's and doctoral dissertation are not applicable.</p> <p>【Requirements】</p> <ul style="list-style-type: none"> • The dates of delivery and payment for the proofreading service (with receipt dates) are between April 1, 2023 and February 28, 2024. • The paper must be unpublished. • Students do not receive other financial support.
Financial Support for Tuition Fee of Language Classes	<p>This support is only available for students who are going to study abroad through Meiji University's programs. Student can apply only once during enrollment.</p> <p>◆ Tuition fee of language classes (Maximum) : ¥ 50,000</p> <p>*Short-term study programs are not applicable.</p> <p>*This is for courses that run within the fiscal year.</p> <p>【Requirements】</p> <ul style="list-style-type: none"> • Recommendation of your supervisor

II. Screening program

Programs	Purpose
Assistance Program for Overseas Research 【Application period】 : <u>April 1, 2023 to April 14, 2023</u>	<p>This program is offered to those who wish to undertake research projects abroad for one to two weeks.</p> <p>* The applicant's home country is not accepted.</p> <p>The support covers the following fees.</p> <p>① Roundtrip airfare (economy class)</p> <p>② Accommodation fee</p> <p>◆ Total Financial Support (Maximum): ¥500,000</p>
Assistance Program for Domestic Research 【Application period】 : <u>April 1, 2023 to April 14, 2023</u>	<p>This program is offered to those who wish to conduct research projects in Japan.</p> <p>The support covers the following fees.</p> <p>① Travel expenses</p> <p>② Accommodation fee</p> <p>③ Expenses for research investigation</p> <p>④ Expenses for document copy</p> <p>◆ Total Financial support (Maximum): ¥150,000</p>
Meiji University Support program to encourage doctoral students to conduct International Collaborative Research 【Application period】 : Early December to early February	<p>This program is applicable for Doctoral students who plan to conduct his/her research overseas with co-researchers who belong to the same institution located abroad. The program is also encouraged to apply for “Overseas Challenge Program for Young Researchers” by JAPAN Society for the Promotion of Science.</p>

*Applicants may not apply for both “Assistance Program for Overseas Research” and “Assistance Program for Domestic Research” at the same time.

III. Documents required for application (Application Deadline : February 28, 2024)

	Required Documents	Notes
Financial Support for Research Presentation at Conference.	Contact the Graduate School Office	
Financial Support for Taking Foreign Language Proficiency Tests	<input type="checkbox"/> Application Form (Original and excel data) <input type="checkbox"/> Original Receipt <input type="checkbox"/> Copy of test admission ticket ^{※1} <input type="checkbox"/> Copy of the official score certificate	^{※1} In the case of a test admission ticket is not issued, submit the document showing that you have already applied. (Copy of website registration, etc.) Please save a copy beforehand, as the test admission ticket may be collected on the day of your test.
Financial Support for Academic Paper Publication	<input type="checkbox"/> Application Form (Original and excel data) <input type="checkbox"/> Original Receipt <input type="checkbox"/> Contribution Rule ^{※2} <input type="checkbox"/> Summary ^{※3} <input type="checkbox"/> An offprint of the contribution ^{※4} <input type="checkbox"/> Evidence of your contribution's submission or Evidence to prove the acceptance of your contribution) ^{※5} <input type="checkbox"/> Meiji University Export Control Prior Inspection Sheet ^{※6}	^{※2} The Amount of Contribution fee must be stated. ^{※3} Approximately 500 words, free style[no specific format] ^{※4} A photo copy is acceptable. Submit it later if not available at application. ^{※5} Materials showing your contribution to national or international periodical academic publications (Evidence of your contribution's submission, Evidence to prove the acceptance of your contribution) ^{※6} Submission is only required for international periodical academic publication.
Financial Support for Proofreading for Papers Written in Non-Native	<input type="checkbox"/> Application Form (Original and excel data) <input type="checkbox"/> Original Receipt (The delivery date and paper title must be known.) <input type="checkbox"/> Summary ^{※7} <input type="checkbox"/> A set of draft after the paper review ^{※8} <input type="checkbox"/> Acceptance Notification of	^{※7} Approximately 500 words, free style[no specific format] ^{※8} Online submission is possible. ^{※9} Materials showing your contribution to national or international periodical academic publications within

Language	contribution and publication ^{※9} □Meiji University Export Control Prior Inspection Sheet	two years of applying for this program.
Financial Support for Tuition Fee of Language Classes	【When applying】 □Application Form □Original Receipt 【When reporting】 □Notification of Letter of Acceptance □Materials which showing the content of the language classes and its tuition fee ^{※10} 【When reporting】 □ 【Post Fact Report after Studying Abroad】 Financial Support for Tuition Fee of Language Classes ^{※11}	^{※10} Copy of brochure or printout of its website, etc. ^{※11} Submit it within 2 weeks after the completion of the class. Notes) The subsidy will be paid after all required documents are submitted.
Assistance Program for Overseas Research 【Application period】 : April 1,2023 to April 14, 2023		Contact the Graduate School Office
Assistance Program for Domestic Research 【Application period】 : April 1,2023 to April 14, 2023		Contact the Graduate School Office
Meiji University Support program to encourage doctoral students to conduct International Collaborative Research		Contact the Graduate School Office
<u>Notes on submitted materials</u> • If you lose the receipt, graduate school office cannot subsidize it. Please apply for each financial support program as soon as possible after implementation. • Applicants can download the application forms from the designed webpage. Please be sure to submit both the soft copy and the hard copy of the application forms. • Payments must be done by cash when you paid in and after February. • If you paid foreign currency by credit card, please attach the credit card statement(Original). • If the item is not specified in the receipt, please attach the invoice or billing statement. • If you paid foreign currency, please attach documents showing exchange rate at the time of payment.		

IV. Office for submission:

Submit both original documents and Excel data as follows.

Office for submission	Graduate School Office
E-mail address (Excel Data) To: josei_dai_in@mics.meiji.ac.jp	The file name should include the year of application, the name of the financial support program and graduate student's name. 「2023_ Financial Support for Research Presentation at Conference _TARO MEIJI.xlsx」