

“Batched Application” for Scholarships and Meiji University Tuition Assistance (Reduction) Program for Privately Financed International Students AY2022 FAQ (As of April 7th, 2022)

1. Submitting Documents

| Type | Question | Answer |
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| General | The document is written in a language other than Japanese or English, what should I do? | Please provide a Japanese or English translation made by the applicant. |
| (2) Rental Accomodation Agreement | My housing contract gets updated automatically, so my agreement has already expired. What should I do? | Please upload your housing agreement you have to the application form and submit the document showing that your contract is automatically renewed to the International Student Office by e-mail. |
| (2) Rental Accomodation Agreement | I don't have a contract but have a invoice with name of renter, the period of stay, and the house-rent. | Any type of document is applicable if it shows the name of renter, the period of stay, and the house-rent. |
| (2) Rental Accomodation Agreement | I can only obtain an agreement written in language other than Japanese or English. What should I do? | Please submit it for confirmation. Highlight the name of renter, the period of stay, and the house-rent with a highlighter. |
| (2) Rental Accomodation Agreement | I lost my rental housing agreement, and it will take a while to reissue. What should I do? | Submit any document that shows you have payed the rent, and write "Lost" to the reason why you do not have the agreement. |
| (2) Rental Accomodation Agreement | I don't have my housing agreement at my hand. What should I do? | Answer "No" for Q23, and submit a file which you can show that you are currently paying your rent |
| (3) Certificate of income | If my financial supporter have already retired, what should I prepare for the income certificate ? | If your financial supporter is receiving a pension or other benefits, please submit a certificate of receipt. |
| (3) Certificate of income | I cannot submit the certificate of income because my supporter is self-employed (or other reasons). What should I do? | Please contact the International Student Office by e-mail. (Email:iso@mics.meiji.ac.jp) |
| (3) Certificate of income | Certificate of Income for FY2021 cannot be issued yet. What should I do? | In this case, Certificate of Income for FY2020 is acceptable. |
| (4) Bank Book | What kind of photo data should I prepare for the bankbook? | Please refer to the following. |
| | <p>【For regular bankbook】</p>  | <p>【For ECO bankbook】</p>  |

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| (4) Bank Book | Does the bank have to be one of <i>Yu-cho Bank</i> ? | No, it can be any bank in Japan. |
| (4) Bank Book | I only have a cash card and do not have my bank book. What should I do? | Please submit the photo of the front side of your cash card. |
| (4) Bank Book | I have an account in Japan that is not in my name, can I submit that information instead? | We can only accept the bank account of the applicant him/herself. |
| (4) Bank Book | I have an account, but it's account name is different from my current name because I changed my name, what should I do ? | Please enter your account information before changing your name. Please submit the "Certificate of Name Change" to the International Student Office by e-mail. |
| (5) Study/Research Plan | When writing my research plan, the webpage ran out of time.(Graduate students only) | Graduate student in the Master's and Doctoral programs will be asked to fill out a research plan of about 800 words. In order to avoid timeouts, please prepare it in a Word document or text file beforehand. |
| (5) Study/Research Plan | Does Undergraduate / Professional Graduate school students have to submit the research plan? | No. Only Graduate school students of Master/Doctor course are required to submit the research plan. |
| Others | Do I have to submit my academic report? | No. Students do not have to submit their academic report. International Student Office will check each students' grade directly when screening. |

2. Eligibility Application Form

| Type | Question | Answer |
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| Eligibility | I have not yet obtained the resident status of "Student". Can I apply? (Also the case COE has not been issued, being in Japan with a short stay visa, etc.). | The requirements for resident status are as follows: Those who have a valid resident status of "Student" as of Tuesday, April 26, 2022. *If the student does not hold a valid resident status of "Student" as of Tuesday, April 26, 2022, the student must meet one of the following conditions (a) Those who have applied for COE to International Student Office by 5:00 p.m. on Tuesday, April 26, 2022. (b) Those who have completed the procedures for obtaining the resident status of "Student" by 5:00 p.m. on Tuesday, April 26, 2022 (extension of period of stay, change of status of residence). ⇒ Students who do not hold the resident status of "Student" may still apply if they have applied for a COE at the International Student Office or have completed the procedures for obtaining the status of "Student" by 5:00 p.m. on Tuesday, April 26. (For details, please refer to the application guideline.) |
| Eligibility | I am extending/changing my resident status now. Do I have to submit the application slip from the Immigration? | No you don't have. |
| Eligibility | Can I apply with a resident status other than "Student"? | No, you cannot. You will need to have "Student" status to apply. However, if you are in the process of changing your status to "Student," you are eligible. For details, please check the application guidelines. |
| Eligibility | How is my status of residence card checked? | We will check the residence card submitted in the online application form for batched application. Please note that if you do not submit it to the online application form, you will not be eligible. |
| Eligibility | I have repeated a year due to a leave of absence but can I apply? | Students who repeat a year due to a leave of absence in the previous academic year may be eligible. Please consult International Student Office in advance. |
| Eligibility | I delayed the payment of my school expenses, but can I apply? | Yes you can. Delaying the payment will not affect the screening. |
| Eligibility | Is it possible to receive both Monbukagakusho Honors Scholarship and the Meiji University Scholarship for Privately Financed International Students? | They cannot be received at the same time. |
| Eligibility | I will be taking a leave of absence for the spring semester of 2022, can I still apply? | If you are taking a leave of absence for the spring semester of 2022 and will return to school for the fall semester of 2022, please apply for the fall semester tuition assistance program, which will be announced around October. Please note that you cannot apply for the Meiji University Scholarship for Privately Financed International Students. |

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| Application Form | I want to change the answers which I have already apply. | During the online application period, you can change your answer by replying again. After the online application period, you will not be able to change your answers for any reason. |
| Application Form Q14, 15 | Is it possible to apply for both scholarships and tuition assistance? | Yes, you can. |
| Application Form Q14, 15 | Is it possible to apply for either one of scholarship or tuition assistance? | Yes, you can. |
| Application Form Q 18 | What should I enter if my financial supporter has retired? | Please enter the amount of pensions, etc. that your financial supporter receives in one year. |
| Application Form Q 19 | I am receiving allowance all at once instead of receiving monthly. How should I calculate my monthly allowance? | Divide the total amount of allowance with the months you used that allowance. e.g.) receiving 200000yen for living expense for 3 month: $200000/3 \approx 67000$ yen |
| Application Form Q 19 | My parent is paying my month rent apart from the allowance I receive. How should I calculate my monthly allowance? | Please include the amount of rent paid by the parents in the amount of monthly allowance. |
| Application Form Q 19 | If the sponsor is the spouse in Japan, does the spouse's income belong to "remittance" or "other"? | Please enter it as "other" income. |
| Application Form Q 19 | I am planning to work part time, but I still haven't entered Japan. | Enter the amount you are planning to earn from part time job as income from part time job. |
| Application Form Q 19 | I had worked part time, but now, I cannot work because of the novel corona virus infection. What should I write for income from part time job? | Enter the average amount you were receiving for the income from part time job. |
| Application Form Q 19 | I have a scholarship that I have been selected as a recipient, but the transfer has not yet been made. Can I fill in the form in this case? | If you have been selected to receive the scholarship, please enter it as an income from scholarship. |
| Application Form Q 19 | Can I enter a scholarship which I am planning to apply for as an income? | No. Only enter scholarships which you are already selected as a scholar. |
| Application Form Q 19 | How should I enter when I am withdrawing money from my savings as living expense? | Enter the amount you withdraw in "others". |
| Application Form Q20 | I am paying monthly fee for common areas besides house rent. Where should I enter this? | Include monthly fee for common areas to the monthly house rent. |
| Application Form Q20 | Since I share a room with my friend, self pay burden differs from the rent written in my agreement. What should I do? | Enter the amount you actually pay for rent. And enter the amount you are responsible for your room to Q25. |
| Application Form Q20 | If I am saving a portion of my income, how can I enter this information | Please enter in other expenditure. |
| Application Form Q19, 20 | How can I enter the information if I don't have any income or expenses of that item? | Please enter 「0」 . |
| Application Form Q22 | I am already in Japan but I am temporally living in a hotel (or friend's house). Would this mean my address is decided? | When temporally staying in a hotel or house of acquaintance, your address is not decided. Please enter "No". |
| Application Form Q22 | I am planning to move but about which house should I enter? | If the house you are going to move is already decided, enter about the room you are going to move. |
| Application Form Q23 | I'm sharing a room and I'm not the owner of the housing agreement. Which should I choose? | Even if the owner is not you, please answer "yes" and submit the housing agreement. |
| Application Form Q23 | I am not paying rent due to owner-occupancy or other reasons, How can I answer? | Ask the owner of the house to sign a document stating that the house is owner-occupied and therefore the rent is free. Submit the photo of the document as a rental housing agreement. |
| Application Form Q25 | Is it necessary to fill out the form even if the amount of co-payment and rent are the same? | Required. Please enter the rent amount again. |

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| Application Form Q29 | My application is under review by the bank so I don't have a bankbook yet. What should I do? | Please select "No". After all scholars are decided, we will contact to those who haven't submitted the bank book. |
| Application Form Q29 | I lost my bankbook and am reissuing it now. What should I do? | If you know your bank name and account number, please select "Yes" and enter the information. If you do not know the information, select "No". |
| Others | Can I submit my application at the counter? | No, applications will only be accepted through the online form. |
| Others | How can I check if my application has been completed? | We will not accept inquiries about whether your application has been completed or not. If you receive an automatic reply email, your application is complete |
| Others | When will the results be announced? | Please refer to "4. Screening" in the application guidelines. |
| Others | Are all new students eligible for tuition assistance if they apply? | Please note that not all applicants are eligible, but only those students who meet the selection criteria. *Even in the case of new students, if your documents are incomplete or do not meet the eligibility requirements, you will not be eligible. |

3. For those who are currently outside of Japan (or will newly enter Japan)

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| Eligibility | I still haven't entered Japan, but can I apply? | Yes you can. You can apply online regardless of your country of residence. |
| Eligibility | Is there any disadvantages in not being able to enter Japan yet? | Although there are some differences in the eligibility, the selection process is the same regardless of your country of residence. You will not be disadvantaged by the fact that you have not yet entered Japan. |
| Eligibility | Is there any disadvantages in taking "Special consideration to take classes at home"? | You will not be disadvantaged by the fact that you are taking "Special consideration to take classes at home" |
| Application Form Q11 | I still haven't entered Japan, but what should I enter for phone number? | Please enter a phone number that can be used to contact you regardless of country. Be sure to enter the country code first if you use phone number other than Japan. |
| Application Form Q 19 | I haven't entered Japan yet. How should I enter the amount of allowance? | Please enter the amount of allowance you plan to receive after you arrive in Japan. |
| Application Form Q20 | I haven't entered Japan yet. How can I enter the rent amount? | If you have already decided on your residence in Japan, please enter the amount. If you have not yet decided, please enter the estimated amount. |
| Application Form Q20 | I haven't entered Japan yet. How can I enter the utility and transportation expenses? | Please enter the estimated amount. |
| Application Form Q22 | I haven't entered Japan yet, but I have already decided my residence. Which should I choose? | If you have already decided on a residence, please answer "Yes". |
| Application Form Q29 | I haven't entered Japan and don't have a Japanese bank account, what should I do? | Please select "No". After all scholars are decided, we will contact to those who have not submitted the bank book. |