**Kyoto University Asian Studies Unit**

**Application Form 1-3 (ERASMUS Program (Application-only and Proposal basis))**

1. Program type

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| --- | --- |
| Name of program  (Program number) |  |
| Host university  (destination country) |  |
| Program dates |  |
| Participation in programs under the Rediscovering Japan Project (please circle) | 1. How many times have you participated?   ☐This is the first time　☐( ) times including this application   1. How did you find out about the program?   Instructor’s recommendation / Information on the website / Other: |
| Applying for other subsidies? | □No  □Yes (provide full details under “3. Other remarks” on the program proposal form) |

1. Applicant details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Family name | Given name(s) | | |
| フリガナ |  | | |
| In Japanese/Chinese characters if applicable: |  | | |
| In Western alphabet (as shown on your passport): | | Country of citizenship |  |
| Date of birth | Year: Month: Day: (current age: ) | | Gender | ☐Male　☐Female |
| Doctoral degree obtained? | ☐No ☐Yes (researchers who have already obtained a doctoral degree are in principle ineligible to apply) | | | |
| Affiliation | Faculty or Graduate School:  Level: ☐Undergraduate year: ( )　☐Master’s year: ( )　☐Doctoral year: ( )  Student ID number:  Supervisor/class instructor: | | | |
| Current address | 〒 | | | |
| Contact details | PC e-mail:　　　　　　　　　　　@  Telephone: ( ) -  Emergency contact (cellphone): ( ) -  Cellphone e-mail:　　　　　　　 　　@  Skype ID: | | | |
| Passport details | Do you have a valid passport?　☐Yes ☐Applying ☐No (intend to apply by: )  Passport number:  Expiry date (year/month/date): | | | |
| Previous study/research experience outside Japan | Yes (provide details such as duration and purpose: )  No | | | |
| Physical and mental health | ☐No health problems　　☐Currently undergoing treatment for a health condition | | | |

1. Emergency contact while overseas / guarantor

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| --- | --- | --- | --- | --- |
| Guarantor /  Emergency contact | Name |  | Relationship to applicant |  |
| Address:  Telephone: ( ) -  Cellphone (workplace contact, etc.): ( ) -  E-mail:　　　　　　　 　　@ | | | |
| Consent of guarantor | Consent of guarantor (relative etc.):　☐Obtained　☐Not obtained  \* You may not apply for this program without the consent of your guarantor. | | | |

1. Language proficiency

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| --- | --- |
| Language used in destination |  |
| Certification of language proficiency | **Please attach a language proficiency test score report and provide your score details below.**  [English]　Date test taken (year/month/day):  Type of test: ☐TOEFL® 　☐IELTS 　☐Other:  Score\*:  [Other language: ] Date test taken (year/month/day):  Type of test:  Score\*: |

\*If no proficiency test is conducted in the language used, submit a Certificate of Language Proficiency (Form 3) completed by a faculty member.

\* If you are applying for an English-medium program where no minimum proficiency level is specified and your score is equal to or lower than 79 on the TOEFL® iBT or IELTS 6-6.5, you must submit a Certificate of Language Proficiency (Form 3) completed by a faculty member to establish that your proficiency level will not impede your capacity to participate in the program.

\* If you are unable to provide a proficiency test score report in the applicable language by the application deadline, you may substitute a Certificate of Language Proficiency (Form 3) completed by a faculty member, but you will still be required to submit a copy of the score report before departure on the program.

1. Destination details

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| --- | --- |
| Host institution | Name of university / research institute:  Name of host division (faculty, graduate school, etc.):  Address: |

1. Course credit and completion certificate

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| --- | --- | --- | --- |
| Institution awarding credit |  | No. of credits awarded |  |
| Comments |  | | |

\*Please complete this section if course credit is awarded (including if the host institution awards credit or issues a completion certificate)

1. Supervisor details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Supervisor | Name |  | Job title |  |
| Affiliation | Graduate School of: | | |
| Contact | E-mail:　　　　　　　　　　　@  Telephone: ( ) - | | |
| Relationship to applicant | ☐Direct supervisor ☐Other: | | | |

1. Supervisor’s recommendation

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| --- |
| I hereby recommend the applicant for participation in this overseas program, and undertake to support him/her actively through:   1. Ongoing contact regarding research activity during the period of study, reporting on outcomes upon return to Kyoto University 2. Response in emergency situations   　Signature:　　　　　　　　　　　　　　　　　　　　　Date (year/month/day): |

1. Japan Student Services Organization (JASSO) scholarship applications

　Applicants for some overseas programs may be eligible for JASSO scholarship support if they meet certain eligibility criteria. Candidates for these scholarships will be selected from among eligible applicants. Candidates will be required to submit academic transcripts and other documentation at a later date. It is not possible to allocate scholarships to all eligible applicants. In addition, please note that applicants for overseas programs of more than 3 months in duration cannot receive both Type 1 and Type 2 scholarships simultaneously, and that eligibility to receive scholarships may be invalidated if applicants are also scheduled to receive scholarships or subsidies from other sources.

☐　YES, I am eligible for a JASSO scholarship (GPA: )

(If you expect to receive any other form of scholarship support, please provide details here: )

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Eligibility criteria for JASSO scholarships**   1. Must have Japanese citizenship or be an approved permanent resident of Japan 2. Must have a GPA of at least 2.30 in the academic year prior to application. To calculate your GPA, convent your academic grades to grade points as shown in the table below and apply the formula given (rounding to three decimal places)  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  | Grades | | | | | | 4-point scale (pattern 1) | － | 優 | 良 | 可 | 不可 | | 4-point scale (pattern 2) | － | A | B | C | F | | 5-point scale (pattern 3) | － | 100 - 80 | 79 - 70 | 69 - 60 | 59 or less | | 5-point scale (pattern 4) | 100 - 90 | 89 - 80 | 79 - 70 | 69 - 60 | 59 or less | | 5-point scale (pattern 5) | S | A | B | C | F | | 5-point scale (pattern 6) | A | B | C | D | F | | **GRADE POINT** | **3** | **3** | **2** | **1** | **0** |   Formula:  (No. of credits with 3 grade points x 3) + (Credits with 2 grade points x 2) + (Credits with 1 grade point x 1) + (Credits with 0 grade points x 0)  Total number of credits earned  Note: For subjects in which a credit system is not used, substitute “subjects” for “credits”   1. Must meet the following criteria concerning family income   Undergraduate students: Annual **household** income: Less than 9.08 million yen for salaried households, less than 4.22 million yen for non-salaried households  However, applicants from salaried households with annual incomes of between 9.08 and 10 million yen and non-salaried household with annual incomes of between 4.22 and 4.64 million yen may be deemed eligible if they submit a “Statement of Grounds for Incapacity for Self-Funded Participation in Program Due to Economic Hardship” and are judged to be in need of support.  Master’s and Doctoral students: Annual income of **applicant him/herself and spouse**: 4.86 million yen or less for Master’s students, 5.53 million yen or less for Doctoral students   1. Must have language proficiency equivalent to TOEFL® iBT 41 or above if the program is in English, or of a standard judged sufficient by the selection body if the program is in a language other than English. |

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OFFICE USE ONLY 　　　申請受付日：　20　　　年　　　月　　　日

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| 採択結果 | 採択　・　不採択 | 結果通知日 |  | 説明会参加日 |  |
| 応募書類の確認 | ☐語学試験のスコアコピー  教員による語学証明書（☐要-☐提出有　☐不要）  □申請にあたっての抱負  [提案型プログラムの場合]  □受入教員からの許可書（メール可）  □プログラム提案書 | | | | |
| 派遣前提出物確認 | ☐誓約書  ☐海外旅行保険契約書のコピー（大学加入の保険加入手続き（　　／　　））  ☐パスポートのコピー  ☐旅程表 | | | | |
| 派遣後提出物確認 | ☐搭乗券（Boarding Pass）の半券  ☐派遣報告書（指定様式）  ☐派遣先大学での修了証明書・成績証明書（提出免除指定のプログラムを除く）  JASSO支給者　□支給対象者修了報告書　□短期派遣状況調査票 | | | | |
| 特記事項 |  | | | | |

Revised on 7/2/2013