

**Handbook for Japanese Government  
(Monbukagakusho: MEXT)  
Scholarship Students**

# Handbook for Japanese Government (Monbukagakusho: MEXT) Scholarship Students

## **Types of Japanese Government Scholarship Students**

Japanese Government (Monbukagakusho: MEXT) Scholarship students must be foreign nationals, have a College Student (ryugaku) visa as defined by the Immigration Control and Refugee Recognition Act, and stay in Japan for the purpose of studying or doing research under one of the following categories:

1. Research students who are enrolled in a Master's or Doctoral course at a graduate school, and who receive preparatory Japanese language education before their enrollment.
2. Teacher training students who are enrolled in a graduate school to study elementary or secondary school administration and educational methods, but not for the purpose of obtaining a diploma, and who receive preparatory Japanese language education before their enrollment.
3. Undergraduate students who are enrolled in an undergraduate program.
4. Japanese studies students who are enrolled in an undergraduate program, but not for the purpose of obtaining a diploma, and who receive training to increase their understanding of the Japanese language, Japanese studies, and/or Japanese culture.

## **Period of Study**

1. Research students who are enrolled in Master's or Doctoral courses at graduate schools:  
Six months in preparatory Japanese language education, and a period equivalent to the relevant course term or shorter
2. Teacher training students:  
One year and six months or less, including a six-months in preparatory Japanese language education
3. Undergraduate students:  
One year in preparatory Japanese language education, and a period equivalent to the relevant undergraduate course term or shorter
4. Japanese studies students: No more than one year

## **Extension of Scholarship Period**

Japanese Government Scholarship students who have an excellent academic record, wish to proceed to higher education, and meet the relevant requirements set by MEXT are qualified to apply for an extension of their scholarship period. However, rigorous screening is conducted for this, so applicants are not assured of approval.

Kumamoto University seeks applications in mid-December, screens the applicants, and then nominates qualified applicants to MEXT in mid-January. The results of the MEXT screening process are reported to the university in the end of February or early March.

Teacher training students and Japanese studies students are not qualified to apply for an extension of their scholarship period.

### **Qualified Applicants for Extension of Scholarship Period**

#### ●Research Students

- Application classification I

Non-regular students who are scheduled to proceed to regular Master's / Doctoral course

※Those who have been non-regular students for 2 years or less and proceed to regular course within their scholarship period are qualified to apply.

- Application classification II / Special allocation

Master's course students who are scheduled to proceed to Doctoral course

※Those who initially passed the MEXT scholarship selection as Research Students are qualified to apply.

#### ●Undergraduate Students

- Application classification III

Undergraduate students who are scheduled to proceed to Master's course

※Those who initially passed the MEXT scholarship selection as Undergraduate Students are qualified to apply.

#### ●Special extension

- Application classification II -2

①Those who initially passed the MEXT scholarship selection as undergraduate student→Enrolled in Master's course as of application for Extension of Scholarship Period→Scheduled to proceed to Doctoral Course

②Those who initially passed the MEXT scholarship selection as KOSEN student→Enrolled in Master's course as of application for Extension of Scholarship Period→Scheduled to proceed to Doctoral Course

- Application classification III -2

Those who initially passed the MEXT scholarship selection as KOSEN student→Enrolled in undergraduate course as of application for Extension of Scholarship Period→Scheduled to proceed to Master's Course

※Applicants must meet certain requirements, including GPA.

### **Change of Course/School**

Japanese Government Scholarship students are normally not permitted to change their courses or schools. However, if changing courses or schools is regarded as unavoidable because of the student's major field, MEXT may decide to allow the change, depending on the results of consultation.

Japanese Government Scholarship students by embassy recommendation may be permitted to transfer to other university when they apply for an extension of scholarship period. However, Japanese Government Scholarship students by university recommendation are not allowed to transfer to other university.

## **Enrollment Confirmation**

Japanese Government Scholarship students are required to sign a form to confirm enrollment at a designated office during the specified period every month so that their monthly stipend will be transferred. Please note that if you cannot sign a form and your enrollment cannot be confirmed for the whole month, your stipend for that month will not be provided. If you cannot sign the form due to travel to your home country, attendance at an academic conference or any other reasons, be sure to notify the International Student Office or the concerned office in your campus by the previous month. In addition, if you cannot sign a form because of a fieldwork, a survey or an internship program which is registered in the curriculum of your course and conducted at a distant place, there is a possibility to be accepted a special measure. The conditions are strict and it is required to consult with MEXT before submitting application forms so please contact International Student Office two month before your departure.

### ●Where to confirm enrollment

|  |   |   |
|--|---|---|
| Faculties of Letter, Law, Education, Science and Engineering, School of Informatics, School of Innovation Graduate School of Social and Cultural Sciences Graduate School of Education Graduate School of Science and Technology Preparatory Japanese Language education | ➡ | International Student Office (2 <sup>nd</sup> floor of General Education Building at Kurokami North Campus) |
| School of Pharmacy Graduate School of Pharmaceutical Sciences  | ➡ | Office of School of Pharmacy  |
| School of Health Science Graduate School of Health Science   | ➡ | Office of School of Health Science  |
| School of Medicine Graduate School of Medical Sciences   | ➡ | Office of School of Medicine  |

## **Scholarship Benefits**

### ●Monthly Allowance

- Research Students (Graduate School Level)
  - Doctoral Course 145,000 yen
  - Master's Course 144,000 yen
  - Non-Degree Seeking Students 143,000 yen
- Undergraduate Students (Undergraduate Level) 117,000 yen

\*If a grantee takes a leave of absence, or is absent from the university for an extended period, the scholarship will not be granted during that period.

## **Cancellation of Scholarship**

Please note that if the following conditions of cancellation apply, the Japanese Government Scholarship will be cancelled.

(Conditions of cancellation of the scholarship)

1. A grantee is determined to have made a false statement on his/her application;
2. A grantee violates any article of his/her pledge to the Minister of Education, Culture, Sports, Science and Technology;
3. A grantee violates any Japanese laws and is sentenced and imprisoned for an indefinite period or for a period exceeding 1 year;
4. A grantee is suspended from his/her university or receives other punishment, or is removed from enrollment; as a disciplinary action in accordance with school regulations of the accepting institution;
5. It has been determined that it will be impossible for a grantee to complete the course within the standard period of study because of poor academic grades or suspension or absence from the university;
6. A grantee has not been able to complete the Intensive Japanese Course.
7. A grantee changed his/her residence status to one other than “Student”.
8. A grantee has received another scholarship (a scholarship or fellowship from Japanese government, a Japanese government-related organization and others) not approved for acceptance in conjunction with the MEXT Scholarship;

< Scholarships not approved for acceptance in conjunction with the MEXT Scholarship >

| Incorporated Administrative Agencies              | Scholarships  |
|---|---|
| Japan Student Services Organization (JASSO)       | Gakushu Shoreihi scholarship, Student Exchange Support Programs (Scholarship for Study in Japan under Agreement), 高度外国人材育成課程履修支援制度(Support Program for Highly Advanced Foreign Talents Development) |
| Japan Society for the Promotion of Science (JSPS) | Research Fellowship for Young Scientists (DC)   |
| Japan Science and Technology Agency (JST)         | Terada Torahiko Fellowship Program/S-HIGO Fellowship Program, Support for Pioneering Research Initiated by the Next Generation (SPRING), Fostering Researchers in Emerging AI Program               |
| Japan International Cooperation Agency (JICA)     | The Project for Human Resource Development Scholarship (JDS) , JICA trainees who belong to degree programs etc.   |
| The Japan Foundation (JF)                         | Japanese Studies Fellowship Program etc.  |

9. The president of the university has disqualified a grantee as not being appropriate for a Japanese Government Scholarship.
10. A grantee by university recommendation, special allocation did not meet the grading requirement (More than 2.30/3.00) at some point every year.

## **Transportation to and from Japan**

### **Transportation to Japan**

Those who are selected to be recipients of the Japanese Government Scholarship will be supplied with an airplane ticket by MEXT. Travel expenses will not be supplied in cash. Japanese Government Scholarship students who have come to Japan using the ticket supplied by MEXT must submit the boarding pass stub etc. to the Kumamoto University International Student Office.

### **Transportation from Japan**

Those who meet the following requirements will be supplied (via the University) with an airplane ticket to return to their home country:

1. Research students who have completed both their period of study abroad at university and their research
2. Teacher training students who have completed both their period of study abroad at university and their teacher training
3. Undergraduate students who have completed their period of study abroad at university and graduated from the university
4. Japanese studies students who have completed both their period of study abroad at university and their Japanese studies course

International Student Office will inform the eligible students about the application for the return airplane ticket around December of the previous year for students returning in March, and around June for those returning in September. Before applying for the return airplane ticket, you need to confirm your return date with your supervisor and obtain his/her approval. However, please note that you may not receive the flight schedule as requested due to the MEXT's decision.

## **Japanese Language Education**

We offer non-credit beginner level Japanese Language courses for international students and researchers. Also, intermediate and advanced Japanese Language classes are offered as accredited class to the international students. Although some classes may have limitations such as entrance qualifications or a limited number of lessons, the Japanese classes meet the needs of almost all international students and researchers at Kumamoto University who wish to learn Japanese.

For the schedule of Japanese classes and other details, please refer to "Japanese Language" section on the official university website.

- Intensive Japanese Course

This course is designed for Japanese Government Scholarship research students by embassy recommendation and students in the Teacher Training Program. They may enroll as Japanese Language Trainees and take 6-month intensive Japanese courses as preparatory education before their enrollment in each department as Degree-seeking students or research students.

## **Accommodation**

- International House

The International House accepts applications twice a year. Details regarding applications, eligibility and the application period will be announced through each department office and will also be posted on Kumamoto University's website. The permitted period of stay is for six months or until the expiration date of the program, which is depending on the student's status.

They can extend their residence for up to half a year longer, but only when there is a vacant room available and they are admitted by screening.

For residence from April   ▪   ▪   ▪ Application information is posted in the beginning of January  
Application deadline is in the end of January

For residence from October   ▪   ▪ Application information is posted in the beginning of July  
Application deadline is in the end of July

- Public Housing

International students living with other family members can apply for prefectural and municipal housing. If you would like to apply, please check the following websites for the application status and apply by yourself.

Kumamoto city website (contents available in Japanese only) :

<https://www.city-kumamoto-jyutaku.jp/>

<https://www.city-kumamoto-jutaku.jp/se/>

## **Residence Status**

The staff at the International Student Office and the coordinators in each campus help international students with required immigration procedures.

- Extension of Period of Stay

Japanese Government Scholarship students can stay in Japan on a "Student (ryugaku)" visa for three months, six months, one year, one year and three months, two years, two years and three months, three years, three years and three months, four years, four years and three months. If you wish to stay longer to complete your studies, you need to apply for an extension of your stay. You can submit the application form three months before the date of expiration. The staff of the International Student Office and the coordinator in Honjo campus will assist you with this extension procedure.

- Permit for Part-Time Employment

If international students would like to work part-time in Japan, they are required to obtain a permit from the Immigration Bureau. You cannot apply for your permit directly at the Immigration Bureau, so you need to submit the forms for the permit to our International Student Office. International students may work part-time for up to 28 hours a week. During a long-term vacation, international students may work up to 8 hours per day (40 hours a week). However, working part-time at entertainment and amusement facilities such as snack bars, love hotels, and pachinko parlors is prohibited. Also, it is advisable not to work late hours or to engage in dangerous work. Please check the required documents on the following website.

Kumamoto University Official Website:

<https://ewww.kumamoto-u.ac.jp/en/prospective/visas/permit/>

- Change of Status of Residence

Be sure to consult with the International Student Office beforehand if you are planning on changing your status of residence from “Student” to another status to stay in Japan even after the period of the scholarship (after graduation). Please note that if the Japanese Government Scholarship students change their residence status to something other than “Student (ryugaku)”, the scholarship will be cancelled.

- Re-entry Permit

Foreigners in possession of a valid passport and residence card who will be re-entering Japan within one year of their departure to continue your activities in Japan (\*) will, in principal, not be required to apply for a re-entry permit. This is called the “Special Re-entry System.” When departing Japan on leave, be sure to bring your passport and residence card.

(\*) If your period of stay expires within 1 year after your departure, please ensure that you re-enter Japan before the expiration of your period of stay.

Immigration Services Agency of Japan:

<https://www.moj.go.jp/isa/content/930002122.pdf>

- Bringing Your Family to Japan

When you bring your family to Japan and live together, resident status “Dependant” is needed for each family member. It is recommended that you have your family come after you are sure you can financially support them in Japan and after you have become accustomed to life in Japan.

## **Tutor System**

The Tutor System provides assistance to international students who have just arrived in Japan. A tutor is selected by the same school department of an international student and will be paid for the assistance. The period of time an international student can have a tutor is one year for graduate students and research students, and two years at most for undergraduate students. An international student can ask the tutor for a help with daily school life problem at Kumamoto University during the period applies.

## **Counseling and Advising**

### 1. Health Consultations

The Health Care Center is available for health consultations.

### 2. Counseling

International Student Office is available for counseling regarding the various problems that international students may encounter in their daily lives in Japan.

## **Important Procedures**

Please read the “Handbook for International Students” carefully. Also, you should go through the following necessary procedures as soon as possible. If you have any questions about procedures, please ask your tutor, International Student Office staffs or coordinators in each campus.

### 1. Notification (Change) of Place of Residence

Registration Place: Citizen's Affairs Section of Kumamoto City Chuo-Kuyakusho  
(Chuo-Ward Office)

Period: Within 14 days of finding a place to settle down

Necessary documents: Passport, your residence card and “Jyumin-Idotodoke”  
 (“Jyumin-Idotodoke” is available at the International Student Office or Kuyakusho.)

### 2. National Health Insurance

Registration Place: Kumamoto City Chuo Kuyakusho (Ward Office)

### 3. Registering for National Pension System

Not only Japanese citizens, but also foreign students over 20 years old must register for National Pension. In principle, once having subscribed to National Pension, foreign students must pay a monthly premium of 17,510 yen (as of 2025). National Pension System is a social security system run by the Japanese Government, where contributing members are entitled to receive a pension when they reach the age of 60 and retire from work or become disabled through sickness or injury. You can complete the procedure for this at National Pension Section on Kumamoto City Kuyakusho (Ward Office) when you register for National Health Insurance. If your income is considered to be less than a pre-determined income level, your insurance fee may be waived. Degree-Seeking students (Undergraduates and graduate school students) should apply for a “special exemption to student payment (Gakusei nofu tokurei)” and Non-degree Seeking students (ex. Special Audit students,

Special Research students) should apply for a “payment waiver (Menjo.)” For more information, please inquire at Kumamoto City Kuyakusyo (Ward Office.)

4. Opening Japan Post Bank Account

Registration Place: Postal Office  
Necessary documents: Passport, Residence Card, Student ID  
※You may be required to have your *inkan* (personal name seal)

5. Notification Concerning the Organization to Which the Foreigner Belongs (Only students who enrolled in Kumamoto University from other schools in Japan are required.)

Registration Place: You have to notify the incident to the Ministry of Justice by visiting a Regional Immigration Office or sending a notification to the Tokyo Regional Immigration Bureau or on the internet by yourself.  
Period: Within 14 days after enrolling in the Kumamoto University  
Necessary documents: Notification form (“Notification of the accepting organization,”)  
Copy of your residence card

**\*Attention: To Japanese Government Scholarship Students**

**Please inform your Japan Post Bank account number and show your passbook to the International Student Office as soon as possible.**

**Stipends for Japanese Government scholarship students are paid into Japan Post Bank.**

**Orientation for New International Students**

The orientation for newly enrolled international students is held on Moodle. You can check regarding the necessary procedures for staying in Japan and the living in Kumamoto (Japan) in this orientation so please be sure to complete it.

**Inquiry**

International Student Office, Kumamoto University  
TEL : +81-96-342-2103/2133 FAX : +81-96-342-2130  
E-mail : gji-ryugaku@jim.kumamoto-u.ac.jp