

# **Guidelines for Application 2024**

**Faculty of Agriculture Scholarship Application**



---

**International Graduate Program**

**Graduate School of  
Bioresource and Bioenvironmental Sciences  
Kyushu University**

## CONTENTS

1. <b>Study Areas and Number to be Admitted</b>	...	1
2. <b>Eligibility</b>	...	1
3. <b>Duration of the Faculty of Agriculture Scholarship</b>	...	2
4. <b>Benefits of the Faculty of Agriculture Scholarship</b>	...	2
5. <b>Application Method</b>	...	3
6. <b>Announcement of the Final Decision</b>	...	6
7. <b>Notice</b>	...	6
8. <b>Remarks</b>	...	6
9. <b>Correspondence</b>	...	7
10. <b>Contact Information</b>	...	7
<b>Requirements for Faculty of Agriculture and MEXT Scholarships</b>	...	8

## Guidelines

### 1. Study Areas and Number to be Admitted

The **International Graduate Program** of the Graduate School of Bioresource and Bioenvironmental Sciences comprises four departments: (i) Bioresource Sciences, (ii) Agro-environmental Sciences, (iii) Agricultural and Resource Economics, and (iv) Bioscience and Biotechnology.

For details of each department, please refer to

(Bioresource Sciences)

<https://www.agr.kyushu-u.ac.jp/english/courses/bioresource-sciences/>

(Agro-environmental Sciences)

<https://www.agr.kyushu-u.ac.jp/english/courses/agro-environmental-sciences/>

(Agricultural and Resource Economics)

<https://www.agr.kyushu-u.ac.jp/english/courses/agricultural-and-resource-economics/>

(Bioscience and Biotechnology)

<https://www.agr.kyushu-u.ac.jp/english/courses/bioscience-and-biotechnology/>

The Faculty of Agriculture Scholarship is a special scholarship for up to **two doctoral course students** supported by the Faculty of Agriculture, Kyushu University.

### 2. Eligibility

#### (1) Nationality

Applicants have a nationality other than Japanese.

(2) **Age Limit:** Applicants must be under 35 years as of April 1<sup>st</sup>, 2024 (i.e., born after April 2<sup>nd</sup>, 1989).

### (3) Academic Requirements

- ( i ) Applicants who hold a master's degree or expect to receive one from a university outside of Japan by September 30<sup>th</sup>, 2024. Applicants who hold or expect to receive a master's degree awarded by a postgraduate course (program) in Japan taught in English are also eligible.
- ( ii ) Applicants who do not hold a master's degree but have equal or higher academic attainment than individuals with a master's degree\*.

#### \*Individual Evaluation of Academic Ability

Those who wish to apply in accordance with the above qualification (ii) are required to undergo an individual evaluation of their academic ability, as specified by the Individual Screening of Requirements for Admission by the Graduate School of Bioresource and Bioenvironmental Sciences, Kyushu University. First, they must notify the International Student Exchange Section (agri-igp@jimu.kyushu-u.ac.jp) and then send all of the required documentation to the same e-mail address at the time of the online entry.

- (4) **Health:** Candidates must be certified as healthy both physically and mentally by a qualified and recognized physician.
- (5) **Language:** Nonnative English speakers must possess a sufficiently high official English score by a qualified body, namely TOEFL, TOEIC, IELTS, or Cambridge Certificate (the applicant's scores must be attached).
- (6) **Time of Arrival:** Students must arrive in Japan before September 30<sup>th</sup>, 2024.
- (7) **Others:**

#### **Faculty of Agriculture Scholarship Applicants:**

- 1) Military personnel and civilian military employees are ineligible while on active duty or under employment.
- 2) Candidates who do not arrive by September 30<sup>th</sup>, 2024 will be subject to scholarship cancellation.
- 3) Persons already receiving financial support for study from other groups or organizations are not eligible.
- 4) Applicants who fail to receive a master's degree by September 30<sup>th</sup>, 2024, will be subject to scholarship cancellation.

### 3. Duration of the Faculty of Agriculture Scholarship

Doctoral course: Three years, from October 2024 to September 2027.

### 4. Benefits of the Faculty of Agriculture Scholarship

A monthly stipend of 147,000JPY for the doctoral course. The stipend amount is subject to changes depending on the annual budget. The stipend will be suspended during periods of leave, absence, or when the student remains off-campus for prolonged periods of time without authorization.

### **Selection Procedure for the Faculty of Agriculture Scholarship Applicants**

- 1) Kyushu University will select applicants based on their application documents and qualifications.
- 2) The selection will be carried out together with the MEXT scholarship applicants.

Applicants will be notified of the final decision by mid-March 2024. Successful applicants will be enrolled as full-time graduate students.

## **5. Application Method**

**The application procedure is the same for both the Faculty of Agriculture Scholarship and the MEXT Scholarship.**

- (1) Submission of the **Online Entry Form** (<https://forms.office.com/r/nNFmyENN29>)

In the online Entry Form, select “Faculty Scholarship.” You can apply for both the Faculty and MEXT scholarships at the same time. Only one scholarship will be awarded to successful applicants.

The Online Entry Form must arrive between mid-December, 2023 and January 3<sup>rd</sup>, 2024 in order to have your submission processed.

Our secure Online Entry Form is available only between mid-December, 2023 and January 3<sup>rd</sup>, 2024, 23:59 (Japan time).

\*The online entry periods are subject to change.

Applicants must contact the potential supervisor well in advance of filling out the entry form.

More information is available at

<https://www.agr.kyushu-u.ac.jp/english/education/graduate/igp/how-to-apply/>

- (2) An Internet interview or oral examination (personal interview, phone call, or video call) by the potential supervisor will be performed . If the interview cannot be conducted in one of the forms described, professors from the educational course will conduct an interview via e-mail.

- (3) After the Internet interview or oral examination , only successful applicants will be contacted by the potential supervisor via e-mail, who will provide the required documentation for the official application. If you do not hear from the potential supervisor by January 11<sup>th</sup>, 2024, you should assume that your application has been unsuccessful.

- (4) Submission of the application documents in full to your potential supervisor:

Applicants who pass the online interview/oral examination must submit all of the documents listed on the **List of Required Documents** to the potential supervisor. All of the documents should be delivered to the International Student Exchange Section by the potential supervisor no later than January 18<sup>th</sup>, 2024.

- (5) Only successful candidates for the Scholarship will be notified by the International Student Exchange Section by mid-March 2024.

## NOTE

You must send the required documents to your potential supervisor well in advance of this date to give your supervisor ample time to review and forward these documents to the International Student Exchange Section. Please ask your potential supervisor about his/her preferred deadline.

### List of Required Documents

If you pass the screening by the online entry and the internet interview or oral examination, your potential supervisor will provide you with the forms needed to complete the documents listed below.

**(1) Completed Application Form** (use the form supplied by the potential supervisor)

\* Both a paper document and a Word file are required.

\* Please print both sides of the page for the paper document.

**(2) Completed Field of Study and Study Program Form** (use the form supplied by the potential supervisor).

\* Both paper documents and a Word file are required.

\* Please print both sides of the page for the paper document.

**(3) Diploma or certificate of graduation or completion (\*Refer to “NOTES 3”)**

For doctoral course applicants, a **Bachelor’s Degree Certificate and a Master’s Degree Certificate** are required. If applicants are currently in school and working toward obtaining the relevant degree(s), a certified letter from the applicant’s university stating the expected graduation date is required.

**(4) Official Academic Transcript (\*Refer to “NOTES 3”)** of all applicable undergraduate and graduate course work from the university/universities to which the applicant belongs/belonged. Submission of academic records with grade point averages (GPA) or quality points (A, B, C, or Excellent, Good, Average, etc.) along with academic rank order and a description of the academic grading system (e.g., A: 90% above) is required. If the academic rank order of the candidate among his/her peers is not mentioned in the transcript, it has to be elaborated in the Recommendation Form 1.

**(5) Two Letters of Recommendation** (Please download these forms at <https://www.agr.kyushu-u.ac.jp/english/education/graduate/igp/how-to-apply/>)

Recommendation Form 1 addressed to the President of Kyushu University must be completed by the Dean or head of the university or institution/employing body to which the applicant belongs/belonged. Recommendation Form 2 addressed to the Dean of Graduate School of Bioresource and Bioenvironmental Sciences, Kyushu University must be completed by a supervising professor, another member of the teaching staff, or a workplace supervisor who knows the applicant personally. Each letter must be provided in an envelope sealed by the recommender to ensure confidentiality. Applicants who are a degree-student in Graduate School of Bioresource and Bioenvironmental Sciences, Kyushu University at the time of the application are exempt from this requirement.

**(6) A 2-page Summary of undergraduate/MA thesis in English** on A4-size paper. Copies of

any academic publications in English can also be included with the thesis summary.

Applicants not required to submit a thesis to complete their bachelor's/master's degree must state this on their application and submit a copy of any academic research papers they have written instead.

**(7) Certificate of one of the following official English qualifications: TOEFL, TOEIC**

**Listening and Reading Test, IELTS, or the Cambridge Certificate (\*Refer to "NOTES 3"), taken** within the two years preceding the application deadline. Applicants who are native English speakers are exempt from this requirement. Online score reports are not acceptable. It sometimes takes as long as two months for a score report to reach us after your order, so please make sure to allow sufficient time. Every year some applications are not accepted due to the delayed arrival of their scores. If you do not have these scores, please either take the exam and obtain new scores before you apply or submit a certificate issued by your university that proves you have completed a previous course of study with English as the primary language instead. However, we strongly recommend you submit a valid English score, not a certificate issued by the university.

**(8) Certificate of Nationality or Proof of Residence** in the applicant's home country (e.g., census register, passport (photocopy), or other positive proof of nationality). If you are currently a resident in Japan, the photocopy of your Residence Card is also required,

**(9) A photograph** (4.5 × 3.5 cm), front-facing without a hat, and taken within the past six months before the application deadline. The photo must be affixed to the specified area on the application form. The name and nationality of the applicant must be written on the reverse side of the photograph.

**(10) Entrance Examination Fee** (30,000JPY) Please choose one of the payment methods below to pay the Entrance Examination Fee. Proof of payment should be submitted.

**\*Applicants who are expected to complete a master's program at Kyushu University in September 2024 are exempt from this requirement.**

**(i) Payment by Wire Transfer**

Applicants are requested to transfer the Entrance Examination Fee to the following bank account.

Beneficiary

<b>Name</b>	Kyushu University
<b>Address</b>	744 Motooka, Nishi-ku, Fukuoka 819-0395, Japan

Beneficiary's Bank

<b>Bank</b>	Sumitomo Mitsui Banking Corporation	<b>Branch</b>	Fukuoka Branch
<b>Account Number</b>	7119240	<b>SWIFT Code</b>	SMBC JP JT
<b>Address</b>	1-1-1 Hakataekimae, Hakata-ku, Fukuoka 812-0011, JAPAN		

\* If you use a payment slip, please write "Entrance Examination Fee" as well as your name, nationality in the space for Purpose of Remittance, and "3BE" for the doctoral course in the space for Message to Payee.

**(ii) Payment by Credit Card**

Credit card payment can be made directly at <https://e-shiharai.net/english/>. Please refer to p. 9 for details.

**(iii) Payment at Convenience Stores (available only in Japan)**

- (1) Payment can be made at 7-Eleven, Lawson, and Family Mart.
- (2) Please refer to p. 10 for details and <https://e-shiharai.net/> (available only in Japanese).

**NOTES**

- 1) All required documents should be typewritten in English and of uniform size (A4 format).
- 2) Applications will not be accepted if any of the required documents are missing, incorrectly completed, or lacking supporting evidence. Applications will not be considered if the documents arrive after the abovementioned deadlines.
- 3) In principle, original documentation or transcripts should be submitted. Further, no submitted documents will be returned. However, if your original documentation or transcripts cannot be reissued, you may submit a photocopy of the documentation or transcripts with a statement of "certified true copy" or "attested" by the institution/organization administration office along with the official seal.
- 4) Documents 1, 2, and 5 must be provided on the forms supplied.
- 5) In principle, all documents should be in English or Japanese. If some of the necessary documents are unavailable in English or Japanese, contact the International Student Exchange Section ([agri-igp@jimu.kyushu-u.ac.jp](mailto:agri-igp@jimu.kyushu-u.ac.jp)) with the details, and they will send instructions on how to proceed.

**6. Announcement of the Final Decision**

Successful applicants will be notified of the final decision via e-mail in mid-March.

**7. Notice**

Payment of the Faculty of Agriculture Scholarship to an enrolled student will be terminated if:

- (a) Any of the information supplied with the application is later found to be false. Admission in such a case can be canceled at any time after enrollment.
- (b) Disciplinary action is taken, or the faculty judges the student unable to continue the program.

**8. Remarks**

- (1) E-mail/telephone inquiries regarding screening results will not be answered.**

- (2) All applicants should note that they are required to keep in close contact with their potential supervisor at Kyushu University to formulate a research plan.
- (3) Successful applicants are expected to study and gain an understanding of the geography, climate, customs, and habits of Japan, as well as the general features and conditions of Kyushu University.
- (4) In principle, a change of department and laboratory is not permitted after your application is received by the university. Therefore, you need to make a careful consideration of research themes for the selection of the department and the laboratory before applying.

## **9. Correspondence**

All application-related correspondence should be sent via registered airmail such as DHL, FedEx, OCS, or EMS, to the following address:

**(Write your potential supervisor's name)**

**Graduate School of Bioresource and Bioenvironmental Sciences**

**Kyushu University**

**744 Motooka, Nishi-ku, Fukuoka 819-0395, Japan**

Note that the full set of documents should be sent to the potential supervisor by his/her stated deadline.

## **10. Contact Information**

International Student Exchange Section

Graduate School of Bioresource and Bioenvironmental Sciences

Kyushu University

**744 Motooka, Nishi-ku, Fukuoka 819-0395, Japan**

E-mail: [agri-igp@jimu.kyushu-u.ac.jp](mailto:agri-igp@jimu.kyushu-u.ac.jp)



**Requirements for Faculty of Agriculture and MEXT Scholarships:**

Comparison between Faculty of Agriculture and MEXT Scholarships		
	Faculty of Agriculture Scholarship	MEXT Scholarship
Scholarship coverage	Doctoral course	Doctoral course
Current residency	No restriction	Outside of Japan
Age limitation	Born after April 2 <sup>nd</sup> , 1989	Born after April 2 <sup>nd</sup> , 1989
A monthly stipend	147,000JPY	147,000JPY
Entrance Examination Fee	Required	N/A
Enrollment Fee	Required	N/A
Tuition Fee	Required	N/A
Travel Expense	Not provided	Provided
Final Decision	Mid-March	Mid-July

# KYUSHU UNIVERSITY

## How to make the Payment for the Application Fee by Credit Card, Union Pay, and Alipay.

24 hours a day, 365 days a year, you can pay anytime! Easy, Convenient and Simple!

You can pay the Application Fee by using Credit Card, Union Pay, and Alipay.



Access

<https://e-shiharai.net/english/>



Online Transaction

1. Top Page	Click "Examination Fee".
2. Terms of Use and Personal Information Management	Please read the Terms of use and Personal Information Management. Click "Agree" button located in the lower part of this page if you agree with these terms. Click "Not agree" button located in lower part of this page if you do not agree with these terms.
3. School Selection	Select "Kyushu University (Undergraduate Schools)" or "Kyushu University (Graduate Schools)."
4. School Information	Read the information carefully and click "Next".
5. Category Selection	Choose First to Fourth Selection and add to Basket.
6. Basket Contents	Check the contents and if it is OK, click "Next".
7. Basic Information	Input the applicant's basic information. Choose your credit card and click "Next".

### Paying at Credit Card

Input Credit Card Number (15 or 16-digits), Security Code and Expiration date.

All of your application information is displayed. Check and Click "Confirm".

Click "Print this page" button and print out "Result" page.

### Paying at Union Pay, Alipay

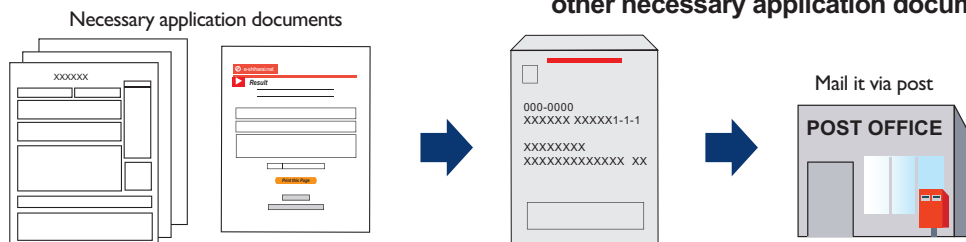
Follow the onscreen instructions to complete the card payment.

Please click the "Application Results" button in the upper part of this site (e-shiharai.net).

Please write down the "Receipt Number" given when you complete your application, and enter your "Payment Method", "Receipt Number" and "Birth Date". Please make sure your printer is ready.

Please print out the "Payment Inquiry - Inquiry result" page.

Enclose the printed "Result" page in an application envelope with other necessary application documents.



### [NOTICE/FAQ]

- You can make a payment anytime, during the payment period mentioned in the application instructions.  
Please refer to the application instructions and complete payment in time.
- Please complete payment by 11:00 pm Japan time, on the last date of the payment period.
- Please note that refund is not possible once you have made a payment of Application fee.
- A fee is added to Examination fee. For further info, please visit our website.
- It is possible to use a card which carries a name different from that of the applicant. However, please make sure that the information on the basic information page is that of the applicant him/herself.
- If you did not print out "Result" page, you can check it later on Application Result page. Please enter "Receipt Number" and "Birth Date" to redisplay.
- Please directly contact the credit card company if your card is not accepted.

For questions or problems not mentioned here, please contact:

**E-Service Support Center Tel : +81-3-5952-9052 (24 hours everyday)**

Application

## 1 Webで事前申込み

画面の指示に従って必要事項を入力し、お支払いに必要な番号を取得。



<https://e-shiharai.net/>

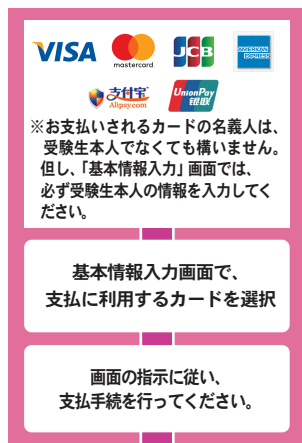


- ※番号取得後に入力ミスに気づいた場合はその番号では支払いを行わず、もう一度入力し直して、新たな番号を取得してお支払いください。支払い期限内に代金を支払わなかった入力情報は、自動的にキャンセルされます。
- ※クレジットカード・Alipay国際決済・銀聯ネットは決済完了後の修正・取消はできません。申込みを確定する前に、内容をよくご確認ください。
- ※確定画面に表示される番号をメモしてください。➡



## 2 お支払い

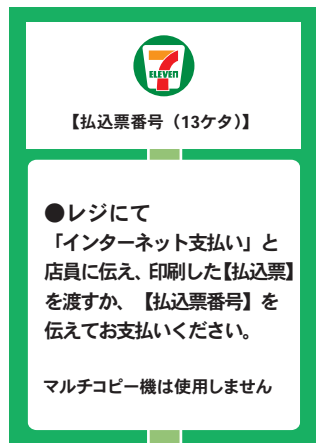
クレジットカード  
Alipay・銀聯 でお支払い



お支払い完了です。  
下記の手順に従って、申込内容照会結果を印刷してください。

コンビニエンスストアでお支払い

- 入学検定料はATMでは振り込みできません。必ずレジでお支払いください。
- 店頭端末機の画面デザイン等は、予告なく変更される場合があります。

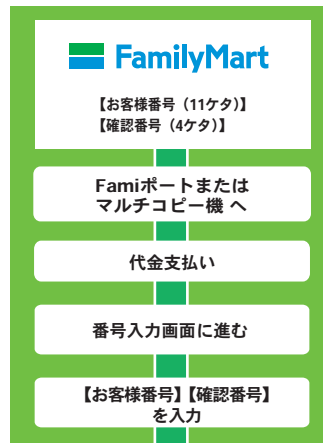


お支払い後、必ず「入学検定料・選考料取扱明細書」（チケット）を受け取ってください。



店頭端末機より出力される「申込券」（受付票）を持って、30分以内にレジでお支払いください。

お支払い後、必ず「入学検定料・選考料 取扱明細書」を受け取ってください。



## 3 出願

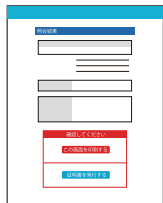
## 【クレジットカード・Alipay・銀聯でお支払いの場合】

支払完了後、E-支払いサイトの「申込内容照会」にアクセスし、受付完了時に通知された【受付番号】と【生年月日】を入力し、照会結果を印刷して出願書類に同封してください。

## ＜注意＞

スマートフォンでお申込みされた方は、プリンタのある環境でご利用ください。

※クレジットカードでお支払いされた場合、「取扱金融機関出納印」は不要です。

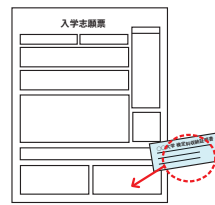


## 【コンビニエンスストアでお支払いの場合】

「入学検定料・選考料 取扱明細書」の「収納証明書」部分を切り取り、入学志願票の所定欄に貼る。



※「収納証明書」を糊付けする際には、糊本体の注意書きに「感熱感圧紙などを変色させる場合があります」と記載されている場合はご使用にならないでください。「収納証明書」が黒く変色する恐れがあります。



※コンビニでお支払いされた場合、「取扱金融機関出納印」は不要です。

## ⚠ 注意事項

- 出願期間を要項等で確認のうえ、締切に間に合うよう十分に余裕をもってお支払いください。
- 支払最終日の『Webサイトでの申込み』は23:00まで、店頭端末機の操作は23:30までです。クレジットカードの場合、Webサイトでのお申込みと同時に支払いが完了します。23:00までにお手続きしてください。
- 「入学検定料払込」についてのお問い合わせは、コンビニ店頭ではお答えできません。詳しくはWebサイトをご確認ください。
- 一度お支払いされた入学検定料は返金できません。
- 入学検定料の他に事務手数料が別途かかります。詳しくはWebサイトをご確認ください。
- カード審査が通らなかった場合は、クレジットカード会社へ直接お問い合わせください。
- Alipay、銀聯でお支払いの方は、パソコンからお申込みください。（携帯電話からはお支払いできません）
- 取扱いコンビニ、支払方法は変更になる場合があります。変更された場合は、Webサイトにてご案内いたします。