

2014–2015

Asian Future Leaders Scholarship Program

Application Guidelines

National University Corporation, Kyoto University

1. Purpose

The Asian Future Leaders Scholarship Program (AFLSP) is a full scholarship program designed to promote interaction among the young people of Asia. It was established through the generosity of Mr. Ronald K. Y. Chao (vice chairman, Novel Enterprises Limited) of Hong Kong, and is administered by Bai Xian Education Foundation Limited and Bai Xian Asia Institute Limited. Commencing operation in 2014, AFLSP aims to support young Asians wishing to undertake study abroad within the Asia-Pacific region, advance cross-cultural understanding, and foster individuals capable of contributing to goodwill and development both in Asia and globally in the future. Six universities in China and Japan, including Kyoto University, have been chosen as anchor universities for the AFLSP. These universities, together with other institutions participating in the program, shall select the scholarship recipients each year.

2. Eligibility Requirements

Only applicants who meet all of the following criteria shall be considered:

- (1) Supportive of the AFLSP's purposes, interested in international understanding and goodwill, and prepared to contribute.
- (2) Citizenship of an Asian country other than Japan, and prospective status of residence in Japan of "College Student" at the time the scholarship is awarded (those with multiple citizenship of Japan and other country/ies are not eligible).
- (3) Under 35 years of age at the time of application.
- (4) Completed a bachelor's degree at a designated institution¹, or expecting to complete such a degree by the beginning of the scholarship term.
- (5) Expecting to enroll as a regular (degree-seeking) student (master's [post-doctoral], doctoral, 5-year doctoral, professional degree program) at a graduate school of Kyoto University in October 2014 or April 2015, and planning to complete that degree program in the standard number of years.
- (6) Completed the screening procedures at the Kyoto University Admissions Assistance Office (AAO)² by the beginning of the scholarship term.

¹ Designated institutions: Peking University, Tsinghua University, Fudan University, Zhejiang University, Shanghai Jiao Tong University, Xi'an Jiao Tong University, Nanjing University, University of Science and Technology of China

² Please see "Admissions Information for Students of Chinese, Hong Kong, and Taiwanese Universities" on the Kyoto University website.

- (7) Recommended by a supervising university professor or by an individual of equivalent status.
- (8) Capable of communicating in either Japanese or English.
- (9) Able to participate in the Summer Enrichment Program (held annually over four weeks) and other exchange events held as part of the program during the scholarship term.
- (10) Not in receipt of scholarships from any other organization or government during the term of the scholarship.
- (11) Not engaged in any casual employment or other work during the term of the scholarship unless granted permission.
- (12) Never previously received an AFLSP scholarship.
- (13) In genuine need of financial support.
- (14) In sound physical and mental health, with high moral standards, and an outstanding academic record

3. Number of recipients

Approximately 15.

- * Note: 10 applicants scheduled to enroll in April 2015 shall be placed on a separate reserve list and may be selected to receive the scholarship if any of the originally selected applicants fail to meet the eligibility requirements by the starting date of the scholarship term.

4. Scholarship amount and payment method

Annual amount: 25,000 US dollars.

- * As the scholarship shall be paid in Japanese yen, the actual amount received may vary depending on the exchange rate.
- * The total scholarship amount shall be divided into the monthly stipends and the amount equivalent to tuition fee. The monthly stipend shall be paid into the recipient's bank account in monthly installments. The amount equivalent to the tuition fee shall be paid in two installments together with the monthly stipend in May and November. The recipient's enrollment status shall be checked each month prior to payment.

5. Scholarship term

Maximum of two years (extension is not possible).

6. Application documents

- * All documents must be provided in either English or Japanese.
- * All documents are to be submitted as PDF files, except for item (2), which should be submitted in JPG format.

- * All documents should be typed, except for signatures.
 - * Any documents which cannot be submitted by the deadline must be indicated on the application form and submitted as soon as they are obtained.
- (1) Scholarship Application Form (use the standard form provided) *to be completed by applicant
 - (2) Letter of recommendation from supervising professor or equivalent (Use the standard form provided or a similar format. If possible, the recommendation should be provided by the applicant's prospective graduate school supervisor. If it is not possible to submit a recommendation by a Kyoto University faculty member because a supervisor has not yet been determined or for other similar reasons, the recommendation should be provided by a supervisor or faculty member of equivalent status at the university or graduate school in which the applicant is currently or was recently enrolled.).
 - (3) Photograph of the applicant (head-and-shoulders image with no headwear, taken in the last six months. To be submitted as a JPG file).
 - (4) Certificates.
Please refer to "5. Documents to be sent to the AAO by the applicant" in "How to Apply for AAO Screening."³
 - (5) Declaration of Understanding and Agreement for an International Student Scholarship Application (use the standard form provided. Complete in either Japanese or English),
 - (6) Letter of Admission to a graduate school at Kyoto University
 - (7) Copy of Residence Card (both sides)

7. Application dates and procedures

Application procedure: Prepare your application documents as PDF files, and send them by e-mail.

Application period: August 15 to midnight, September 15, 2014 (Japan time. Applications must be received by this deadline)

E-mail address: AFLSP@mail2.adm.kyoto-u.ac.jp

The subject line of the e-mail should read "AFLSP_[name]_[preferred graduate school and program]_ [previous/current university]"

e.g. "AFLSP_LEE_Engineering_Masters_PekingUniversity"

All documents must be completed in full before being sent to the dedicated Kyoto University AFLSP e-mail address shown above by the application deadline. Applications shall not be accepted under any circumstances if they are submitted outside the application period, by any method other than the one specified above, or in an incomplete form.

8. Selection and notification of results

³ Refer to the PDF file "How to Apply for AAO Screening," available on the website indicated in footnote 2 on Page1.

Recipients shall be selected by a screening of their application documents, followed by interviews.

Deadline for applications.

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Late September: Stage 1 Selection (document screening): Screening of application documents by the Kyoto University selection committee.

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October 5, 2014 (tentative): Notification (by e-mail) of the result of the Stage 1 Selection .

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Mid-October: Stage 2 Selection (interview): Interview conducted by the Kyoto University selection committee.

Applicants successfully passing the Stage 1 Selection shall be required to attend a video interview in Shanghai or Beijing, or a face-to-face interview at Kyoto University's Yoshida Campus.

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November (tentative): Notification of the result of the Stage 2 Selection and announcement of scholarship recipients (by e-mail).

9. Suspension or termination of scholarship

- (1) Scholarship payments shall be cancelled if any of the following applies to a recipient.
 - a. Leave of absence, extended non-attendance, or withdrawal from the university.
 - b. Subject to disciplinary action by the university.
 - c. Failure to satisfy any one of the eligibility requirements.
 - d. Circumstances which are deemed an impediment to academic progress or course completion.
 - e. Failure, without legitimate grounds, to attend an event or activity conducted as part of the AFLSP.
 - f. Judged unfit to be a scholarship recipient for other reasons.
- (2) Selection as a recipient shall be revoked if any falsities are discovered in the recipient's application documents.

10. Points to note

- (1) Recipients are not required to repay the scholarship.
- (2) Personal information contained in scholarship application documents shall not be used for any purpose other than administration of the scholarship program.

11. Inquiries

AFLSP Coordinator, International Student Mobility Division, Research and International Affairs Department, Kyoto University

Yoshida Honmachi, Sakyo-ku, Kyoto 606-8501, Japan

E-mail: AFLSP@mail2.adm.kyoto-u.ac.jp

Telephone: +81-75-753-2488 FAX: +81-75-753-2562

* We do not accept inquiries other than those regarding the AFLSP at Kyoto University, or requests for information on selection results. Inquiries are accepted in Japanese or English only.

Use the AAO e-mail address in Footnote 2 on Page 1 for inquiries regarding the AAO. Inquiries regarding admissions and entrance examinations should be directed to the graduate school concerned.

Frequently Asked Questions regarding scholarship applications

Q. How do I calculate my Grade Point Average (GPA)?

A. Please calculate your evaluation score using the table below.

Grade Type 1		Excellent	Good	Fair	None
Grade Type 2		A	B	C	F
Grade Type 3		100-80	79-70	69-60	59~
Grade Type 4	100-90	89-80	79-70	69-60	59~
Grade Type 5	S (Outstanding)	A (Excellent)	B (Good)	C (Fair)	F (None)
Grade Type 6	A	B	C	D	F
Grade Points	3	3	2	1	0

Calculating your GPA: (The number of grade point 3 credits x 3 + the number of grade point 2 credits x 2 + the number of grade point 1 credits x 1 + the number of grade point 0 credits x 0) divided by the total number of credits.

Q. I am not currently enrolled at a university / do not have a supervisor or equivalent. Who should I ask to provide my "letter of recommendation from supervisor or equivalent" as required for the application?

A. Please obtain your recommendation from a faculty member at the university you attended most recently. The faculty member should be involved in the academic field in which you majored, and should know you well.

Q. Can I still gain admission to Kyoto University even if I am not selected for this scholarship?

A. Yes. Selection for the scholarship and selection for admission are completely unrelated. You must still complete the AAO procedures regardless of whether or not you are awarded the scholarship.

Q. Are there any other scholarships I can apply for?

A. At any one time, you can only apply for one scholarship for which Kyoto University handles applications directly. Also note that applications for most general scholarships are accepted only after enrollment (although some do invite applications from students who have been admitted but who are not yet enrolled). If you are not selected to receive the AFLSP scholarship, please contact the graduate

school to which you are seeking admission for more details of other scholarships available.

Q. Who is likely to be awarded the AFLSP scholarship?

A. Recipients will be selected by Kyoto University's scholarship selection committee in accordance with internal selection guidelines. The committee will make an overall evaluation of the content of each applicant's documents. We cannot respond to specific inquiries regarding selection criteria and decisions.

Q. When do the scholarship payments commence?

A. Payments will commence on the month in which the recipient enrolls as a regular student at Kyoto University. The scholarship will be paid into an account held in the recipient's own name at a Japanese bank. Recipients should ensure that they open a bank account in Japan prior to the first scheduled payment.

Q. If I am not selected for the scholarship this year, can I re-apply next year?

A. The application schedule for the next academic year has not yet been finalized, but if applications are taken, you will be allowed to apply. Please note, however, that students enrolling as a regular student at Kyoto University in October 2014 or April 2015 will not be eligible.

Q. I was selected as an AFLSP scholarship recipient, but I have subsequently been admitted to a different graduate school/program from the one I listed on the scholarship application form. Can I still receive the scholarship?

A. The selection committee will re-assess your application and determine whether or not you are still eligible for the scholarship. If you enroll in a university other than Kyoto University, or enroll as a non-regular student (e.g. as a research student), you will no longer be eligible.

Q. Am I eligible to apply if I am enrolled as a research student before enrolling in a degree-seeking program?

A. Yes, you may apply for the AFLSP scholarship if you will be enrolling in a degree-seeking program at Kyoto University in October 2014 or April 2015 after being enrolled as a research student (please note, however, that the scholarship shall not be paid during the term for which you are a research student). In such a case you should complete the AAO inquiry procedures before you enroll as a research student. For information on how to enroll as a research student, please contact your chosen graduate school.

Useful websites regarding studying at Kyoto University

Kyoto University website: Admissions Guide for International Applicants:

English: www.kyoto-u.ac.jp/en/issue/ryugaku_annai

Chinese: www.kyoto-u.ac.jp/cn/c_issue/01_issue.htm

Japan Student Services Organization (JASSO) website: Study in Japan

English: www.jasso.go.jp/study_j/index_e.html

Chinese: www.jasso.go.jp/study_j/index_chi.html