

Kyoto University Emergency Benefit-Type Scholarship FAQ

Regarding Eligibility:

Q: Do I need to satisfy all of the conditions (1), (2), and (3) if I apply for the scholarship for the reasons described in item 2 of section “3. Eligibility”?

A: The Application Guidelines state that those who apply for the scholarship for the reasons described in item 2 must satisfy all of the conditions (1), (2) and (3). However, the criteria are provided as a general guide, and even if the figures for your situation are slightly more or less than those stated in the criteria, you may still be able to apply for the scholarship.

Q: The Application Guidelines state that those who are receiving another scholarship of JPY 100,000 per month (or JPY 1.2 million per year) or more are not eligible for this scholarship. Does “another scholarship” include both loan-type scholarships and benefit-type scholarships?

A: It includes benefit-type scholarships only. Those who are receiving loan-type scholarships are eligible for this scholarship.

Q: The Application Guidelines state that those whose enrollment period exceeds the regular term of study are not eligible for the scholarship. Does this apply to students who have exceeded the regular term of study for reasons such as taking a leave of absence due to illness?

A: In special cases, such students may be eligible for the scholarship depending on whether or not they satisfy the requirements for admission fee exemption (or deferment) or tuition fee exemption.

In this case, the applicant must submit two types of statement explaining their reasons for exceeding the regular term of study: one written by the applicant and one written by their supervisor. Please refer to “How to apply for admission fee exemption (deferment)/tuition exemption” for more details about the statements of reasons. (The statements of reasons will be used by the university to assess the applicant’s eligibility.)

Students who have already submitted these statements to apply for an admission fee exemption (or deferment) or a tuition fee exemption in 2020 do not need to submit the documents again, as the university will use the documents that already been submitted.

Regarding the Documents to be Submitted:

Q: Is it necessary to submit an academic transcript in order to verify that I have a high level of academic performance?

A: It is not necessary to submit a transcript, as the university can confirm the applicant’s academic performance.

Q: Even if I do not receive any financial support from my family, do I need to submit the Confirmation of the Amount of Financial Support Received form?

A: Yes, you still need to submit the form. In this case, please ask your parent or guardian to write “0 yen” in the

financial support field on the form.

Q: I may not be able to submit the Confirmation of the Amount of Financial Support Received form by the deadline, because my parent/guardian is living abroad, what should I do?

A: Please send a PDF copy of the form by e-mail, and submit the actual form at a later date.

Q: I am a first-year undergraduate student, and I did not work part-time from January to March 2020. In this case, do I need to enter “0 yen” for my annual amount of income from part-time work (in the 2019 academic year)?

A: Please enter the estimated monthly amount of income that you expect to receive from part-time work in the March 2020 field, and enter the estimated annual amount (calculated by multiplying the monthly amount by 12) in the Annual amount of income (AY2019) field. (For example, if you expected to earn 50,000 yen in April, enter 50,000 yen in the March 2020 field, and 600,000 yen in the Annual amount of income field.)

Q: As I have not been working part-time, then I cannot submit any documents verifying my income from part-time work, such as copies of salary statements, copies of the pages of my bank passbook that show the amount of income from part-time work, or a Certificate of Salary Payment. In this case, what should I do?

A: If you have a part-time job, but you just did not earn any money, you need to submit a Certificate of Salary Payment issued by your employer. However, if you have not worked part-time at all, then you do not need to submit any documents verifying income from part-time work.

Q: Copies of the pages of a bank passbook showing the amount of income from part-time work are required in order to verify my income from part-time work. What should I submit if I am using online banking,?

A: Please print screenshots of your online bank statements and submit the screenshots.

Q: The salary for my part-time job is paid on 15th of the month following the month of work. As the salary for my work in June will be paid on July 15, I cannot submit the certificate of salary payment by the deadline. What should I do?

A: Please enter the amount to be paid for June in the June 2020 field. The same applies to other months.

Q: I have submitted a Bank Transfer Request Form to the university in the past. Do I need to submit it again?

A: Yes, please submit it again.

Q: If I am currently applying for more than one scholarship, which scholarship should I enter in the application?

A: Please enter all of the scholarships you are receiving or will receive if your applications are successful (except loan-type scholarships).

Q: I was employed in a regular job until March 2020. Do I need to enter the amount of the salary income that I earned from January to March 2020 in the field “Income received from part-time work (in the 2019 academic year)?”

A: Yes, please enter the salary income that you earned, and submit copies of salary statements or other documents verifying the income amount.

Q: I received a research fellowship for young scientists (DC1 or DC2) from the Japan Society for the Promotion of Science (JSPS) until March 2020. In this case, do I need to enter the amount of fellowship grant that I received from January to March 2020 in the field “Income received from part-time work (in the 2019 academic year)?”

A: Yes, please enter the amount of fellowship grant that you received, and submit copies of your bank passbook or other documents verifying the grant amount.

Q: Should income earned through an internship be included in the income from part-time work?

A: Yes, it should be included. Please enter the total amount of income that you received, including income from part-time work and income from the internship, and submit copies of salary statements, copies of your bank passbook, or other documents verifying the income amount.