

# Information on the application procedures for TUT Recommended Candidates of Japanese Government (MEXT) Scholarship 2025 (University Recommendation, **Special Program**)

◆ In addition to this document, there are “Application Guidelines” for each program. Please be sure to read it carefully.

## **1. Check application qualification and conditions**

- Check Application Guidelines and Academic Performance Entry Sheet to confirm whether your grade point average is 2.30 (out of 3.00) or above of the most recent academic degree.
- Check whether you satisfy other required qualifications and conditions stated in the Application guidelines for each program.

## **2. Find your prospective supervisor**

After confirming that you satisfy all the necessary qualifications and conditions, please look for your prospective supervisor from the Department Information and Faculty Members List and contact them to consult about your research objectives. **You must get a copy of the "Letter of Acceptance" from the supervisor to apply for the scholarship. The template format can be downloaded only by the supervisor.**

The university administration office will not introduce the supervisors to applicants, and it is very important to communicate directly with your supervisor well in advance.

### **[NOTE]**

There are so many inquiries to our faculty members.  
Please carefully check the field of research, etc., and make polite inquiries to the supervisors you wish to be accepted.  
Please refrain from sending emails to many faculty members at once.

## **3. Submit application documents**

Send all required documents **by e-mail** to the email address below.

Application documents sent to;  
Educational Planning Section  
Educational Affairs Division  
Toyohashi University of Technology

Email: [kokuhi@office](mailto:kokuhi@office) (Please add “.tut.ac.jp” to the end of the address.)

**【NOTE】**

When sending documents by e-mail, please keep the file size small (ZIP file format) and be sure to set a password. Please inform the office of your password in a separate e-mail from the e-mail you send the documents.

**Application deadline**

**\* Deadline for submitting all required documents after receiving a letter of informal acceptance from the prospective supervisor**

**December 27, 2024, 17:00 (Japan Time)**

**Required documents**

1. The copy of the Letter of the acceptance (Only prospective supervisors of TUT can download the format.)
2. 2024 Application form for Japanese Government (MEXT) Scholarship 【prescribed format】
3. Field of Study and Research Plan 【prescribed format】
4. Official Academic Transcripts from both undergraduate and graduate schools (Originals or Certified copies)
5. Certificate of Graduation or Provisional Certificate from both undergraduate and graduate schools (Originals or Certified copies)
6. Publication list for MEXT Scholarship Application 【prescribed format】
7. Abstract of Thesis (if completed) or a description of your thesis research in progress
8. Proof of high performance or good achievement record
9. Recommendation letter from dean (or above) at the current university or other institutions
10. Photograph
11. Certificate of language proficiency
12. CV (Any Format but, it must include all of your academic and employment history.)
13. Photocopy of your passport
14. Declaration sheet for MEXT Scholarship Application 【prescribed format】
15. Check list of documents for Japanese Government Scholarship 【prescribed format】
16. Academic Performance Entry Sheet 【prescribed format】

**<Schedule of Selection for 2025 (Tentative)>**

2024/12/27	Deadline for Japanese Government (MEXT)Scholarship Application in TUT
2025/03	Applicants will be notified of the screening results of MEXT scholarship by TUT
2025/05	<p>Application deadline for International Master's/Doctoral Degree Program</p> <p>In order to be admitted to the Toyohashi University of Technology as a regular student, applicants for this scholarship must take and pass the university's entrance examination separately from the scholarship application.</p> <p>&lt;International Master's Degree Program&gt;  <a href="https://www.tut.ac.jp/english/exam/applications/international-masters-degree-program.html">https://www.tut.ac.jp/english/exam/applications/international-masters-degree-program.html</a></p> <p>&lt;International Doctoral Degree Program&gt;  <a href="https://www.tut.ac.jp/english/exam/applications/international-doctoral-degree-program.html">https://www.tut.ac.jp/english/exam/applications/international-doctoral-degree-program.html</a></p> <p>*Please note that the website will be updated at around the end of January 2025.</p>
2025/06	Candidate of MEXT scholarship will be notified of the MEXT decision
2025/07	Announcement of Successful Candidates for International Master's/Doctoral Degree Program Entrance Examination
2025/10/01	Enrollment as a Research student or Regular student of International Master's/Doctoral Degree Program