

# 2023 National University Corporation KIT Fund Scholarship Application Guidelines

[for Doctoral Course Students]

To contribute to the development of globally successful young researchers and engineers, the National University Corporation Kyoto Institute of Technology has made a KIT Fund Scholarship available since FY 2006 as part of our Human Resources Development Fund Project.

As outlined below, we are calling for high-achieving doctoral students to apply for this funding.

## 1. Number of Grantees and Scholarship Amounts

(1) Number of Applicants Granted Scholarships: 5

(This will include prospective doctoral course students funded under the “2024 KIT Fund Scholarship Students” program.)

(2) Amount of Scholarship amount: 1 million yen per scholar

## 2. Eligibility

Applicants must be enrolled in the first or second year of the Graduate School of Science and Technology Doctoral Program as of April 2023 and have been enrolled for two years or less, (excluding a leave of absence) as of April 2023.

<Note>

(1) Persons described below are not eligible to apply:

- Japanese government scholarship funded international students
- Persons on leave of absence
- Persons who have received a KIT Fund Scholarship in the past
- Japan Society for the Promotion of Science (JSPS) Research Fellows
- Persons who have won a KIT fellowship (*Kyoto sangaku kyoso Material Jinzai ikusei program*)
- Persons who have won a KIT fellowship (*Kyoto sangaku kyoso Ibunnya yugo Jinzai ikusei program*)
- Persons who receive a monthly scholarship or other income of 150,000 yen or more

(2) You can receive this funding in combination with other scholarships. (Unless you are described in (1) above)

## 3. Application Documents

① "KIT Fund Scholarship Application" (Form 1)

② Pledge (Form 2-A)

③ Academic transcripts of doctoral coursework (Persons who enrolled in the doctoral program in April 2023 should submit their master's degree transcripts.)

④ Documentation of achievements and results

\* Provide evidence of the research outputs described in section 4 "Self-analysis of research performance" of the "KIT Fund Scholarship Application" (Form 1). If you have any research achievements such as academic papers or conference presentations, be sure to include them in section 4 "Self-analysis of research performance".

<Examples of Documentation of achievements and results>

In the case of academic papers: copies of papers, etc.

In the case of a research presentation: a copy of the relevant part of the abstract book or proceedings, etc.

In the case of an award received at a conference or academic meeting: a copy of the award certificate, etc.

In the case of an exhibition or award for works, etc.: copies of documents showing the status of the exhibition or award, etc.

⑤ Supervising professor's "KIT Fund Scholarship Applicant Evaluation Form" (Form 3)

\* Ask your supervisor to please submit this form directly to the Financial Support, Student Support and Community Outreach Office by the deadline.

- Application documents can be downloaded from the KIT website.  
([https://www.kit.ac.jp/campus\\_index/life\\_fee/scholarship/kitfund\\_scholarship/](https://www.kit.ac.jp/campus_index/life_fee/scholarship/kitfund_scholarship/))

#### 4. When and Where to Submit your Application

Applicants must submit the application documents specified in “3” above. The document package must arrive during the period shown below.

(1) Application acceptance hours and days

Reception period: Monday, September 11 – Monday, September 25, 2023 (Must arrive by 17:00)

(2) How to apply

①, ②, ③ and ④ should be submitted by post or at the counter; ⑤ should be submitted by e-mail by the supervisor.

- The following documents should be submitted by email in addition to the paper submission: ① “KIT Fund Scholarship Application” (Form 1), ③ Academic Transcripts, and ④ Documentation of achievements and results. (Use: “[KIT Foundation Scholarships] (Major) \_ (Name)” as the subject of the email.)
  - \* ① “KIT Fund Scholarship Application” (Form 1) should be converted to a PDF file and the file name should be “[Application Form] (Major) \_ (Name) ”.
  - \* ③ The academic transcript should be created as a PDF file by scanning, etc., and the file name should be “[Transcript] (Major)\_ (Name) ”.
  - \* ④ Documentation of achievements should be created as one PDF file for each achievement, and the name of each file should be “[Achievement document (No.○)] (Major) \_ (Name) ”.
- Ask your supervisor to please submit “KIT Fund Scholarship Applicant Evaluation Form” (Form 3) directly to the Financial Support, Student Support and Community Outreach Office by the deadline.

Submit to:

KIT Fund Scholarship Application Package Reception Desk,  
Financial Support, Student Support and Community Outreach Office  
1 Matsugasaki Hashikami-cho, Sakyo-ku, Kyoto 606-8585 JAPAN  
E-mail shogaku@jim.kit.ac.jp

#### 5. Selection

The KIT Fund Scholarship Selection Committee (hereinafter referred to as the “Selection Committee”) will make decisions based on a document screening process. (For high numbers of qualifying applicants, we may require candidates who have passed the initial screening to have an interview. Interviews, if required, will be held in early-November.)

《Reference》 AY2022 selection results

Number of applicants	7
Number of applicants who passed document screening	7
Number of successful applicants (Including alternates)	4

## **6. Application Selection Decisions and Scholarship Payments**

The KIT president will make the final awardee selections based on Selection Committee assessments, notify the applicants and award the selected individuals their scholarship payment. Application decisions are expected to be made in early-December.

## **7. Achievement Report**

At the end of every academic year, scholarship students must submit an Annual Achievement Report (Form 4) to the Financial Support, Student Support and Community Outreach Office via the supervisor. In addition, at least three months before the completion of the doctoral program, an Achievement Report (Form 5) must be submitted to the Financial Support, Student Support and Community Outreach Office via the supervisor. Form 5 will be opened to the KIT website.

## **8. Other**

- (1) KIT Fund scholars must return this scholarship to KIT if application documents are found to contain misrepresentations, or if the scholar is subject to disciplinary action or otherwise behaves in a manner unbecoming of a KIT student.
- (2) Doctoral students, depending on their circumstances and how much time remains in their period of study, may be asked to return all, or a portion, of their scholarship funding in the event they withdraw (exception: withdrawal after satisfying all credit requirements) before the completion of their degree.
- (3) Accepting this award signifies you agree to KIT using your name, affiliation and research topic in university public relations materials (print and digital). We ask that you cooperate with various statistical surveys, university evaluations and events.

For inquires on this application contact:

Financial Support, Student Support and Community Outreach Office

Hours: 8: 30 - 17: 00 (closed weekends, holidays)

Phone: 075-724-7150 E-mail: [shogaku@jim.kit.ac.jp](mailto:shogaku@jim.kit.ac.jp)