

WASEDA University Academic Year 2023
Application Guidelines Scholarship for Fostering Researchers in
Doctoral Programs

(For the students who entered in Academic Year 2023)

[For September Enrollees (currently enrolled students) and For April Enrollees (who took leaves of absence in spring semester of 2023)]

Overview of the scholarship

This scholarship was established in 2009 to help students currently enrolled in a doctoral program to become outstanding scholars with superior research capabilities and extensive knowledge of their fields.

This scholarship will be awarded to the students who meet all application requirements and apply for the scholarship.

Graduate school	Scholarship grant (annual)	Number of recipients	Scholarship is offered to
Graduate school of Political Science／ Graduate school of Economics	250,000 - 400,000yen	40-70	All the students who meet the qualifications
Graduate school of Law	400,000yen(at most)	Approx. 29	All the students who meet the qualifications *Scholarship registration is necessary.
Graduate school of Letters, Arts and Sciences	250,000 - 400,000yen	106-169	All the students who meet the qualifications
Graduate school of Commerce	200,000 - 400,000yen	10-20	
Graduate School of Fundamental Science and Engineering, Graduate School of Creative Science and Engineering, Graduate School of Advanced Science and Engineering, Graduate School of Global Information and Telecommunication Studies, Graduate School of Information Production and Systems, Graduate School of Environment and Energy Engineering	500,000yen	262	
Graduate School of Education	250,000 - 400,000yen	Approx. 40	
Graduate School of Education (Content Studies of Mathematics)	400,000 - 600,000yen		
Graduate School of Human Sciences	450,000 - 600,000yen	30-40	
Graduate School of Social Sciences	200,000 - 400,000 yen	10-15	
Graduate School of Sport Sciences	400,000 - 600,000yen	34-50	
Graduate School of Japanese Applied Linguistics	400,000 - 600,000yen	4-6	
Graduate School of Asia Pacific Studies	Approx. 600,000yen	Approx. 14	
Graduate School of International Culture and Communication Studies	200,000 - 400,000 yen	20-35	

[Note] *The numbers of recipients shown in the table are the intended total annual numbers, including both Spring and Fall recruitments.

* Graduate School of Japanese Applied Linguistics accept s applications only once in the fall semester for both April and September enrolles.

I. Eligibility

Students who meet ALL the following four requirements, (1) through (4)

- (1) 1st - 3rd year doctoral students and 1st-5th year doctoral students enrolled in a consistent five-year doctoral program (actual course year: based on the length of enrollment excluding leaves of absence and study abroad) who are September enrollees enrolled in academic year 2023

those who are April enrollees enrolled by academic year 2022 and took leaves of absence in the spring semester of 2023.

However, students who have received the grants three times (Consistent five-year doctoral program : five times) are not eligible to apply.

* April enrollees who took leaves of absence for the april semester of 2023 and returned to school for the fall semester of 2023 are eligible to receive this scholarship only for the fall semester. They must follow the application guidelines of the april semester of 2024 in order to apply for this scholarship for the spring semester of 2024 to the fall semester of 2024.

- (2) Students who have earned master's or professional degree within 8 years as of April 1, 2023 (who have earned master's or professional degree in academic year 2015 or later)

*If the applicants have not earned master's or professional degree, the scholarship may be awarded within 10 years of undergraduate graduation as of April 1, 2023(who have earned undergraduate graduation in academic year 2013 or later)

- (3) The student's total income latest income certificate (during the fiscal year 2022) must be included in the table below. (If the applicant has more than one type of income, the total will be added up and judged comprehensively.)

If the amount shown on the income certificate is salary or pension income only	If the amount shown on the income certificate is other than salary or pension income only	If the amount shown on the income certificate includes multiple incomes such as salary, pension income, and other business income
Salary and pension income (before taxation)	Business income and other income amounts	
Less than 4.42million JPY	Less than 1.94million JPY	the total will be added up and judged comprehensively

- (4) Students in any of the following categories cannot apply:

- ① Ministry of Education, Culture, Sports, Science and Technology (MEXT) government sponsored international students
- ② Waseda University research associate
- ③ Part-time lecturer at Waseda University Senior High School, Waseda University Honjo Senior High School, Waseda University Art and Architecture School of Waseda University
- ④ Recipients of a Japan Society for the Promotion of Science (JSPS) Research Fellowship for Young Scientists
- ⑤ Recipients of other full tuition waivers (school fee waived due to disasters, etc. or other reasons)
- ⑥ Students receiving full Waseda University tuition (or a full reduction) from a

government, corporation or scholarship foundation

*There are cases where those paying a portion of their own tuition (including help from parents) are eligible to apply. Please contact the Scholarships and Financial Assistance Section for more information.

⑦ Students on leaves of absence

*Those who will take leaves of absence for the spring semester of next year are eligible to apply. They need to apply at this time.

*For students who take leaves of absence for the fall semester of this year and return to school in the spring semester of the next year, they will need to follow the application guidelines of the spring semester of next year to apply (guidelines will be informed around late June).

[Note] – If one or more of the conditions in (4) ① through ⑦ becomes applicable to you during the period from September 1st 2023 to August 31st 2024, it will be necessary to return the full amount (or a portion of the amount) of the scholarship.

– Even if you fulfill the “I. Eligibility” at the time of application, it will be necessary to return the full amount (or a portion of the amount) of the scholarship when you do not meet the requirements from September 1st 2023 to August 31st 2024.

Please contact the Scholarships and Financial Assistance Section if you should fall under the situation as stated above.

– If you are not sure whether you are eligible to apply, please contact “Inquiries(written on the bottom of this guide)” in advance.

2. Application Periods

Application period : October 30, 2023(Monday) through **November 30, 2023(Thursday)**

[Deadline to be strictly adhered to]

Date of scholarship recipients are selected : Mid January 2024 (tentative)

Date of scholarship funds are awarded : January 31, 2024(Wednesday) (tentative)

*Please complete the account registration together with the application for this scholarship, as the transfer will be made to your “Personal Account” registered in MyWaseda.

3. How to apply

Two procedures are required: ① fill out the web application form and ② mailing of required documents. Please be sure to complete both procedures within the application period.

① Fill out the web application form

Please complete the web application form by the deadline.

<https://forms.office.com/r/wd98xqlCu9>

Web Application Form Entry Fields

Item	Points to note when entering
Student ID Number	Please enter 8 digits excluding - (hyphen) or less.
Name	
Name of the university	Please enter the name of the university where you earned master's or professional degree. If you have not completed a master's or professional degree program, enter the name of the university from which you graduated with an undergraduate degree.
Year and month of graduation	Please enter the year and month you completed your master's or professional degree program. If you have not completed a master's or professional degree program, please enter the date of your undergraduate graduation.
Student ID Number	Please enter the Student ID Number when you earned master's or professional degree. * Only for those who have graduated from Waseda University
Research topic	Please enter a research topic.
Research project	Please submit a Word, PowerPoint, PDF, or other file (any format) with specific details of your research project If the content of the application is insufficient, you will be disqualified for this scholarship application
Name of research guidance advisor	Please enter the name of your research guidance advisor. * Please make sure to confirm with your research guidance advisor that you will apply for this scholarship before submitting your application.

[Note] If we should find anything fraudulent in your application documents, you will be disqualified for this scholarship application and it will have influence on your application eligibility for this scholarship in the future.

②Mailing of required documents

Please mail the required documents to Scholarships and Financial Assistance Section within the application period. [Postmarked on the day]

Mailing Address (Application Documents are acceptable by post.)

Scholarships and Financial Assistance Section Student Affairs Division, Waseda University 1-24-1 Toyama, Shinjuku-ku, Tokyo 162-8644	〒162-8644 東京都新宿区戸山 1-24-1 早稲田大学 学生部奨学課 「大学院博士後期課程研究者養成奨学金（2023 年度以降入学者）」係 宛
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[Note] If you need confirmation of arrival, please send by registered mail or LetterPack, or any other method with a delivery record. If you use regular mail, we will not be able to take into account in case of nondelivery due to postal accidents, etc.

Required Documents : Please read the following carefully and prepare the necessary documents. Incomplete or missing applications will not be considered.

(1) 「Scholarship for Fostering Researchers in Doctoral Programs」 Checklist and Pledge
[WORD ver.](#) [PDF ver.](#) (prescribed form, A4 size)

Please enter everything in the **bolded box** correctly.

- Automatic Receipt ID is a number that appears in the e-mail you receive from syogakukin@list.waseda.jp after completing the web application.
- After reviewing the required documents and make sure that all check boxes are marked with “○”, please send this form with the applicable documents. Please organize all applicable documents in this order.
- Please confirm the pledges and sign the date and applicant’s signature.

(2) Official certificates showing annual gross income in 2022

「課税証明書」・「非課税証明書」・「住民税証明書」・「課税台帳記載事項証明書」etc.

- Please submit the applicant’s “Income Certificate for the year 2022”.
Issued by local government in Japan
- The type (breakdown) and amount of income/income must be clearly indicated.
- Even if you are unemployed or have no income, please submit a tax exemption certificate that states “0” for gross income.
 - *Even if you have no income, you are required to submit the certificate.
- The “Notice of Determination of Special Tax Collection for Citizen’s Tax and Prefectural Citizen’s Tax” and “Certificate of Withholding Tax” are not acceptable.
- The names of the documents may differ depending on the local government.

■Those who cannot obtain an income certificate from a local government in Japan.

(3) Documentation of gross income during the year 2022

If you are unable to obtain an income certificate from a local government in Japan due to reasons such as having resided overseas during 2022, please obtain and submit one of the following documents.

- The latest (for the year 2022) income certificate (issued by the municipal office of the country in which you resided)
- *If you have no income, submit a certificate proving that you have no income (e.g., proof of fact that you have not filed a tax return).
- Document proving your total income during 2022 (issued by your employer. (Documents issued by the employer, stating the amount of income before deductions, with a Japanese translation attached).
- A copy of the tax return (tables 1 and 2) for the year 2022

■Those who have completed a master’s or professional degree program at a university other than Waseda University.

(4) Certificate of graduation/completion

Please obtain and submit a certificate of graduation or completion from your university or school.

Please be sure to submit a certificate issued by the university or school from which you graduated or completed your studies with the date of graduation or completion clearly indicated on it.

If you have not completed a master’s or professional degree program, please issue and submit an undergraduate (bachelor’s degree) graduation certificate.

[Note] If we should find anything fraudulent in your application documents, you will be disqualified for this scholarship application and it will have influence on your application eligibility for this scholarship in the future.

5. Others

If the income of the applicant's household supporter (parents, etc.) meets certain criteria, the government will provide a certain amount of subsidy to the University. The subsidy will be used as a source of funds for this scholarship from the following year onward. Applicants for this scholarship are required to agree in advance that they may be asked to submit documents such as proofs of income from their household supporters after being selected for this scholarship (the acceptance or rejection will not be determined depending on proof of income from the household supporter).

Inquiries

Waseda University Student Affairs Division
Scholarships and Financial Assistance Section

(Monday through Friday 10:00 to 16:00)

gakunai-tantou@list.waseda.jp

(Please write your student ID number, name, and name of the scholarship that you would like to ask about in your e-mail.)

Personal information recorded on the application form will be used only for work pertaining to this scholarship and not for any other purpose.
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