

## **Application Guideline for Department of Civil Engineering at YNU Recommended Candidates of Japanese Government (MEXT) Scholarship 2024 (University Recommendation under the Special Program)**

Department of Civil Engineering, Graduate School of Urban Innovation, Yokohama National University (YNU) will be accepting applications for the Japanese Government (MEXT) Scholarship 2024 (University Recommendation under the Special Program) as follows.

Two MEXT scholarships for the master's course and five for the doctoral course are going to be allocated every year to the ["Civil and Development" program](#). One MEXT scholarship for the master's course and three for the doctoral course are going to be allocated every year to the ["Civil and ICT/IoT" program](#).

The candidates who wish to receive the MEXT scholarship allocated to this program can only apply for October enrollment.

### **Qualifications for MEXT scholarship prioritized allocated to this program**

- Have the nationality of a country that has diplomatic relations with Japan
- Be 34 years of age or younger as of April 1, 2024
- Be able to arrive in Japan before the 2024 Fall semester will begin

### **Application Procedures & Required Documents**

The deadline for web applications for October 2024 enrollment is December 18, 2023. All application procedures can be completed through the online system:

**YNU  
Web Application System**

\*Applicants must complete the application form requested in No.1, upload documents requested in No.2-6, and provide recommenders' information requested in No.7. All documents must be submitted in English.

\*Although applicants are not required to submit the original documents (or the certified true copies issued by public institutions such as the applicant's university) at the time of application, the successful applicants who wish to be recommended to MEXT must submit them during the designated submission period.

### **1. Completed application form**

The application form can be completed by entering each section through [YNU Web Application System](#).

### **2. Official transcript(s)**

For the Doctoral Course, official transcripts showing the applicant's academic performance from both an undergraduate and a master's course.

For the Master's course, an official transcript showing the applicant's academic performance from an undergraduate course.

### **3. Academic Performance Entry Sheet**

Applicants are required to download the sheet below, read the notes on it carefully and fill in the relevant information from 2) Official transcript(s) for all academic years of the last university attended. Applicants must check whether their grade point average is 2.30 (out of 3.00) or above by filling out the sheet.

[Academic Performance Entry Sheet](#)

[Example: Academic Performance Entry Sheet](#)

### **4. Certification(s) of Graduation or Copies of Diploma**

For the Doctoral Course, certifications of Graduation or copies of diploma which should be including the title of Bachelor and Master.

For the Master's course, certification of Graduation or copy of diploma should be including the title of Bachelor.

### **5. English Proficiency Test Score (TOEFL/IELTS) / Certificate of English Proficiency**

Since the entire program is carried out in English, applicants must be proficient in English language and submit the official certificate of English proficiency which meets one of the following conditions:

- [1] Having obtained an Official English Proficiency Test Score (TOEFL/IELTS) that is equivalent to CEFR level B2 or higher.
- [2] Having been awarded or expecting to be awarded by the time of enrollment a bachelor's degree (in case of applying for a master's program) or a master's degree (in case of applying for a doctoral program) from an institution where the medium of instruction was in English.

\*The applicants may be asked to be interviewed by YNU academic staff online, primarily for the purpose of ascertaining their proficiency in English.

## **6. Research Plan (within 5 pages, including the abstract)**

Your research plan should be within 5 pages in an A4 size PDF/Word file.

Write an abstract in the first 1/3 portion of the first page.

Describe in detail and with specifics - particularly concerning the ultimate goal(s) of your research at YNU.

Your academic background and research methodology should be included.

## **7. Names and Contact Information of Recommenders**

Names and contact information of two different recommenders to support your application must be provided. Each of the recommenders will receive a request to provide electronically a specific recommendation letter for the applicant. For this purpose, the contact information of two different recommenders provided by applicants must be the official email addresses of the professional institutions they are affiliated with. We will not accept letters from private addresses such as Gmail or Yahoo! Mail unless there is a compelling reason to do so.

Please let recommenders know in advance that they will receive a request e-mail for your recommendation letter. The deadline for the recommendation letter from recommenders is the same as the application deadline. Please prepare your application earlier.

### **Notes:**

- Late or insufficient applications will not be considered.
- Applicants must apply through [YNU Web Application System](#).  
Handwritten applications or applications sent by post, fax, or e-mail will not be accepted.
- Applicants are NOT required to contact professors/advisors in the Department of Civil Engineering or obtain their approval/acceptance prior to the application.
- If any forgery and false declaration are found in the application documents, the students will be subject to disciplinary action by YNU, which includes expulsion from the university.
- The application period may be shortened due to an unpredictable situation.  
Please prepare the required documents as early as possible.

## **Selection Procedure**

Selection will be done by the Program based on the submitted documents through YNU online web application system. The evaluation of applications will be based on the applicant's academic achievements in the earlier degrees and research potential assessed from academic documents, recommendation letters, the field of interest, and the research plan.

During the selection process, the shortlisted candidates might be asked for an interview by e-mail/online or other suitable means. The result of the selection will be notified to the applicant on [our website](#) by the middle of March 2024.

The selected applicants will be asked to fill out the more detailed application forms and the other documents for the official procedure. The lists of candidates selected by the Program are sent to the Ministry of Education, Culture, Sports, Science, and Technology (MEXT) for final approval. The Program will announce the final selection result to the selected applicants and plan to enroll in Yokohama National University. Final Scholarship confirmation from MEXT will be notified by the end of July 2024.

### **Outline of MEXT scholarship**

For information about MEXT scholarships, such as the scholarship stipend, please visit [this website](#).

### **Correspondence**

E-mail Address for Inquiries about the application:

**igsi.admi\*\*\*ynu.ac.jp (Please replace \*\*\* with @)**

\*Please do not attach anything unnecessary.

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