
**ADMISSION OF FOREIGN STUDENTS WITH JAPANESE GOVERNMENT
SCHOLARSHIP TO
THE FOREFRONT STUDIES PROGRAM ON
GLOCAL CIVIL ENGINEERING LEADERS
FOR CO-DEVELOPMENT OF ASIA AND JAPAN 2024
(Master of Engineering degree, Master of Environmental Studies degree)**

The Graduate School of Engineering and the Graduate School of Environmental Studies at Nagoya University are accepting applications from foreign students who wish to pursue a master degree in the field of Civil and Environmental Engineering, with the financial aid of the Japanese Government (*Monbu-Kagaku-sho*; Ministry of Education, Culture, Sports, Science and Technology, MEXT) Scholarship Program. The “Forefront Studies Program on Glocal Civil Engineering Leaders for Co-development of Asia and Japan” has started in 2021 as a cooperative program between Nagoya University and Gifu University, replacing “Civil Engineering Special Program” implemented from 1987 to 2006, “Forefront Studies Program for Civil Engineering” implemented from 2007 to 2012, “Forefront Studies Program for Civil and Environmental Engineering” implemented in 2013, and “Forefront Studies Program on Civil and Environmental Engineering for Sustainable Co-Development” implemented from 2015 to 2017 and “Forefront Studies Program on Civil and Environmental Engineering towards Co-development of Asia and Japan” from 2018 to 2020 offered in Nagoya University.

The course works and research supervision in this program are carried out in English. Two international students will be accepted to Nagoya University, respectively, with a scholarship granted by Japanese Government.

The selection will be made by the submitted documents and internet interviews, and all applicants can apply for this examination without visiting Japan. Those who pass the entrance examination of the program and the selection process of MEXT scholarship will be allowed to enter the doctoral program in October 2024 with the scholarship. The professors who will supervise the doctoral students in this program and their research fields can be found in the official website: (<http://www.civil.nagoya-u.ac.jp/forefront/index.html>).

Applicants should carefully read the important program information explained in this document.

1. QUALIFICATIONS

International applicants who are eligible for enrollment with student visa status and not residing in Japan, or those who currently resigning in Japan, and who satisfy the following conditions:

- (1) Nationality
Applicants must have the nationality of a country that has diplomatic relations with Japan.
- (2) Age
Applicants must be under 35 years of age as of April 1, 2024 (born on or after April 2, 1989).
- (3) Academic background
Applicants must have earned (or will earn by September 2024) a bachelor’s degree.
- (4) Health
Applicants must submit a health certificate in the prescribed format signed by a physician attesting that the applicant has no physical or mental conditions hindering the applicant’s study in Japan.
- (5) Arrival in Japan
Applicants must be able to arrive in Japan during the period specified by each Graduate School in

September or October,2024.

(6) English requirement

The applicant who has graduated from a university where the primary language of instruction is not English must satisfy one of the following requirements. However, an applicant who is a native speaker of English or who has received their education in a university program in which English was the primary language of instruction is exempted from this requirement.

- i. TOEFL: minimum score of 80 iBT
- ii. IELTS: minimum band score of 6
- iii. Other evidence showing that the applicant has English proficiency at least equivalent to requirements i or ii above.

*Notes:

- i) *Those who apply to other university's programs with Japanese Government Scholarship should note the following conditions: If an applicant is accepted by two or more universities at the preliminary selection stage (see Section 5 of this document), he/she must choose only one university and withdraw his/her application to the other universities by himself/herself. Failure to do so will cause the removal of his/her name from the short list of all the universities for the final selection by the Government.*
- ii) *Military men/women and military civilian employees registered on the active list cannot apply.*
- iii) *Applicants who cannot arrive in Japan by the appointed date must decline the adoption.*
- iv) *Applicants who have completed their master's program in Japan under the Japanese government scholarship should inquire in advance about the qualifications for application.*
- v) *This call for applications will start in the fiscal year 2023, and will be implemented when the budget of Japanese government is approved. If other eligibility requirements are given by Japanese government, they will be applied to the applicants.*

Nagoya University has established the "Security Export Control Regulations for Tokai National Higher Education and Research System" in accordance with Japan's "Foreign Exchange Trade Act", and rigorously screens potential international students on the basis of these regulations.

Since November 2021, it has been clarified that the 'deemed export control' is also regulated and controlled by the Foreign Exchange and Foreign Trade Act ("FEFTA"), and thus transfer of controlled information, technology, software, and data to anyone even within the territory of Japan is also subject to the FEFTA. As such, to comply with export control regulations, every applicant who wishes to study at Nagoya University must submit the 'self-declaration' form along with any required documents through the Online Application System.

To fill in blanks, please use the flowchart (link below) to see which categories you could fall under.

In addition to that, some might be required to submit the Pledge Form regarding export control compliance, as part of enrollment procedures.

For more details, please visit university's website.

<http://www.aip.nagoya-u.ac.jp/researcher/security/englishexport/english2/index.html>

2. APPLICATION PROCEDURES

2.1 Procedures and notes

- (1) The applicant refers to the tables containing the names of research laboratories/research groups, research areas, research projects and faculty members of the university on the website (<http://www.civil.nagoya-u.ac.jp/forefront/index.html>) and decides the preferred research laboratories/research groups and supervisors to apply for. Note that it is possible to specify up to the second choice in the application form. He/she must make a pre-application inquiry regarding research projects to potential supervisors. He/she should make sure to contact at least one supervisor as your first choice.
- (2) The applicant prepares the documents shown in 2.2. Note that all certificates should also be written in either English or Japanese. Certificates written in languages other than English or Japanese are only acceptable if official English or Japanese translations are attached.
- (3) The applicant sends the electronic data of all the required documents by e-mail to the International Programs office (fso@civil.nagoya-u.ac.jp) by December 25,2023.

- (4) After the office confirms that the submitted electronic data of the documents are complete, the applicant submits the original documents to the following address by January 5, 2024. All the submitted documents will not be returned. He/she should submit them by either DHL, EMS or any other methods which let us locate the documents by a tracking number.

Civil Engineering International Program Office
Department of Civil and Environmental Engineering,
Graduate School of Engineering
Nagoya University
Chikusa-ku, Nagoya 464-8603, JAPAN
Tel: +81-52-789-6050

- (5) If necessary, the office may ask the applicant to submit additional documents.

2.2 Documents to be submitted

*It is unacceptable to use generative AI tools to create the text required for the application.

- (1) Application for Admission on the prescribed form.
- (2) Application for Japanese Government (Monbu-Kagaku-sho) Scholarship on the prescribed form.
- (3) Field of Study and Study Program on the prescribed form.
- (4) Medical certificate on the prescribed form (to be issued by the medical institution).
- (5) Certificate of the completion of university or college work (Bachelor or equivalent) issued by the appropriate authority of the university or college.
 - i) The certificate of the completion of university or college work is only acceptable if it is issued by the university authority and the original (fresh) official university seal is attached.
 - ii) If the applicant is currently studying in a undergraduate course and expected to obtain a Bachelor's degree by September 2024 a letter of certification of degree completion issued by the university with the university's official seal must be submitted.
- (6) Certified academic records of undergraduate course attended (to be issued by the university authority).

The certificate of academic records of undergraduate course attended are only acceptable if it is issued by the university authority and the original (fresh) official university seal is attached.

- (7) Information to calculate the Grade Point Average (GPA).

To calculate the applicant's GPA fairly, we need the information of grading system including evaluation scales (e.g., A=80-100, B=60-79, C=50-59). We need the information for the undergraduate course. If there is no evaluation scales and only raw score is available, we need the information of full marks (e.g., raw score 60, full marks 100). We also need the information of the lowest raw score / evaluation scale to get a course credit. On the academic records, the period of semester (e.g., First semester Year 2018-2019, Second semester Year 2019-2020) should be written.

- (8) Documents that prove nationality (Photocopy of his/her passport, certificate of his/her national registration, certificate of citizenship)

The certificate must be issued by the city authority. Any photocopies of the citizenship identification card or equivalent are NOT acceptable. The original (fresh), official seal should appear on the certificate of the national registration or citizenship and should be duly signed by the issuing authority. Certificates written in languages other than English or Japanese are only acceptable if official English or Japanese translations are attached. In regard to the photocopy of applicant's passport, a page with a

photograph of his/her face must be submitted. If you cannot submit any certificates except the copy of your passport, contact to Foreign Student Office of this program (fso@civil.nagoya-u.ac.jp).

- (9) A photocopy of your residence card (Only for applicants who are currently residing in Japan)
- (10) Two letters of reference addressed to the president of Nagoya University on the prescribed form.

One must be from the university president or dean, and the other from his/her academic advisors, his/her present employer, or others.

- (11) Three photographs
 - i) The photos are taken within the last 6 months and the photo size is 4.5 x 3.5 cm.
 - ii) The applicant's name and nationality should be written in block letters at the back. The one should be attached to the application for admission form and the other one to the application for scholarship form.
- (12) Certificate of English proficiency.

Submit scores that certify your fulfillment of the English proficiency requirement. Applicants should keep in mind that English proficiency certificates will not be accepted after the deadline. In all cases, only the results of tests taken after January 2022 will be considered valid for the application.

- (13) A copy of the applicant's undergraduate thesis and/or brief description of the research being carried out in the undergraduate program.
- (14) Technical papers published in journals, if any.
- (15) Certificate/s of academic awards, if any.

3. SELECTION

Selection by Nagoya University and the Japanese Government will be made with the submitted documents and internet interviews. The internet interviews consist of E-mail interview and oral examination using video conference systems. The e-mail interview questionnaire will be sent to the E-mail addresses at which the applicants specify in the application form. Around January, the applicants thus need to check their E-mail boxes and to respond to the E-mail interview quickly.

NOTICE: The successful applicant selected by the screening committee cannot refuse this program for any reasons after the recommendation is submitted to Japanese Government.

4. SCHOLARSHIP BENEFITS

- (1) Monthly Allowance
144,000 yen per month will be provided (subject to change depending on the annual budget of each year).
- (2) Travel Expenses
 - i) To Japan
The grantee will be supplied, according to his/her itinerary designated by Monbu-Kagaku-sho with a tourist class air ticket from the nearest international airport to his/her home address to the assigned international airport in Japan.
 - ii) From Japan
The grantee who is going back to his/her home country within the fixed period after the expiration of his/her scholarship will be supplied, according to his/her application, with a tourist class air ticket from

the assigned international airport in Japan to the nearest international airport to his/her home address.

(3) School Fees

The grantee will be exempted from paying the university matriculation and tuition fees.

5. NOTIFICATION OF SELECTION RESULTS

- (1) Each applicant shall be notified of the results of the preliminary selection by the Nagoya/Gifu University by the middle of February 2024.
- (2) Notification of results of the final selection by the Japanese Government will be made by the end of June 2024.

6. SCHOLARSHIP WITHDRAWAL

The scholarship shall be revoked if the grantee is found to have been guilty of any of the following:

- (1) False statements made on his/her application dossier.
- (2) Violation of any article in his/her pledge to the Monbu-Kagaku-daijin (The Minister of Education, Culture, Sports, Science and Technology, MEXT).
- (3) Disciplinary action by the university or gross academic under-achievement (e.g., failure to achieve a satisfactory level in his/her major subject).

The scholarship will generally be suspended if a grantee is absent from the university for a long period of time.

7. INSTRUCTIONS FOR COMPLETING THE APPLICATION FORMS

- (1) The applicants are instructed NOT TO RE-TYPE NOR CHANGE THE FORMAT OF THE APPLICATION FORMS.
- (2) Field of Study and Study Program (document (2) in 2.2)
These items are very important for selection. You should therefore separately discuss both in detail.
 1. Field of study:
State the field of research you want to major in Japan and your understanding of this field.
 2. Study program in Japan in detail:
This item does not concern course work but your detailed plan on how to conduct the research that you mentioned above.

8. CONTACT ADDRESS

Foreign Student Office
Department of Civil and Environmental Engineering
Graduate School of Engineering
Nagoya University
Chikusa-ku, Nagoya 464-8603, JAPAN
E-mail: fso@civil.nagoya-u.ac.jp