

**Rotary Yoneyama Memorial Foundation
Information on 2021FY Application (Preannouncement)**

The following information is for those who wish to apply from Saitama University. Since the application will take during the summer break, we strongly suggest to read the information below, not to miss the application procedure and deadline.

Name of Foundation	Rotary Yoneyama Memorial Foundation
Eligibility Requirements	<p><u>Applicants must meet all the following :</u></p> <ol style="list-style-type: none"> 1. Non-Japanese, non-permanent resident who will be enrolled in the following years of the degree program in Saitama University as of April, 2021: <ul style="list-style-type: none"> ▪ Undergraduate : 3rd or 4th year ▪ Master's : 1st or 2nd year ▪ Doctoral : 2nd or 3rd year <p>(Those who are not currently enrolled in SU must be accepted from Saitama University to enroll from October 2020 or from April 2021 at the time of application.)</p> 2. Self-financed students with “Student” Visa status (Other Visa status holders may apply under the circumstance of changing the Visa Status to “Student” after being accepted by the foundation) 3. Born after April 1, 1976 (age under 45) <p><u>The following are ineligible :</u></p> <ul style="list-style-type: none"> ▪ Holders of scholarships from any other scholarship program for the duration of the Rotary Scholarship. ▪ Former recipients of Rotary Yoneyama Scholarship ▪ Doctorate degree-holders (except if the current doctoral program is for a different research field) ▪ Holders of scholarships from any other scholarship program for the duration of the Rotary Scholarship. <p>(Tuition Exemption from the university may not be subject to this limitation.)</p>
Application Opening	<p>Begging of August : Application opening will be announced on the website below http://en.saitama-u.ac.jp/</p>
Application Period (Tentative)	<p>Eligible applicants may submit the necessary documents to the Office of International Affairs starting from the time of opening until the following deadline.</p> <p>【Deadline】 September 29 (Tue), 2020 11:00 <Number of applicants to be selected as nominees> around 30 (The exact number will be announced at the time of application opening)</p>
Selection Criteria	<p>【University Criteria】</p> <ul style="list-style-type: none"> ▪ Applicant's transcript records, financial situation, quality of written essays etc. ▪ Applicant's Japanese proficiency <p>*University will hold interviews as a pre-screening process to the students who are enrolled in programs that award academic degrees in English.</p> <p>【Foundation Criteria】</p> <ul style="list-style-type: none"> ▪ Those who are interested in the activities of Rotary, and willing to cooperate with the members of the foundation ▪ Those who are able to communicate in Japanese <p>* If you are unsure about the Japanese proficiency and would like to know about your qualification, it is strongly suggested to consult with our office prior to your application. You may also consult with Prof. Nakamoto (International Student Advisor) to receive any kind or advise regarding your Japanese proficiency.</p>

<p>Application Documents (Reference)</p>	<p>Application documents will be available to download from our website when the application becomes open.</p> <p>*All documents must be hand written in Japanese.</p> <ol style="list-style-type: none"> 1. Application Form / Resume 2. Research Plan : in Japanese with 500 – 800 letters 【Theme】 Undergraduate : “ Current study / Course Registration Status and plans after Graduation” Graduate : “Research Plan or Current Research Situation” 3. Essay : in Japanese with 500 – 800 letters 【Theme】 “Why chose Japan to study abroad? Your plans after graduation” 4. Academic Transcript : Current program including Spring 2020 (disclosed after August 25, 2020), or the most recent one available for new students (attach an English/Japanese translation if it's from your home university) 5. Copies of Student ID card (current SU students) and Residence card (both sides) *Be sure to have your current address stated on your residence card. If your address is not updated, you must go to the ward office to change the stated address. 6. Prospective students must submit the acceptance letter from SU. Current SU students who have not yet taken the entrance exam must declare the date of submission. 7. Financial Statement
<p>How to Apply</p>	<p>Submit the necessary documents to the Office of International Affairs.</p> <p>Application may be done only through e-mail. Read the instructions below on how to apply.</p> <ol style="list-style-type: none"> 1. Scan ALL the documents in PDF file. Attach the soft copy to the mail and send it to the Office of International Affairs : ryugaku@gr.saitama-u.ac.jp However, if the form is in Excel file, attach the file as is. *Student ID and Residence Card may be sent by photo, but must be attached along with the other documents (do NOT paste the photo directly to the mail). 2. E-mail must be sent with the title, “Rotary Scholarship Application / applicant's name”. Please be sure to write your name and student ID number in the mail. If you are out of Japan having trouble coming back, please indicate your current situation. (If the applicant is not present at the time of the Foundation interview in January, he/she may be asked to withdraw from the application) Current SU students who have not taken the Master's program entrance exam must state the date of exam and the result announcement date in the mail. 3. Applications will be declined if not correctly completed and submitted. If there is any problem or missing documents in your application, notice mail will be sent and the application will be considered as incomplete. All missing documents and / or revised documents must be resubmitted by the application deadline. <u>If you fail to submit any of the required documents by the deadline, the application will NOT be accepted.</u> Please remember that your documents may be incomplete. We strongly suggest you not to wait until the last minute to submit your application documents. 4. When the application is accepted, a confirmation mail will be sent to you. *Contact the Office if you do not receive any confirmation mail within 3 business days. Please note that the office will be closed from August 13 to August 19 for summer. 5. University will hold interviews as a pre-screening process to the students who are enrolled in programs that award academic degrees in English. Applicant in this subject will be invited to a zoom interview when a confirmation mail is sent. You must reply within 24 hours to schedule an appointment. Failing to attend the interview will make the application incomplete, thus will not be considered. 6. Result of the screening will be announced via E-mail. 7. Selected nominees must reply within 24 hours after the notice of selection in order to receive further instructions. Anyone who fails to reply by the deadline will be considered as to be declined.
<p>Place to Submit / Contact</p>	<p>Office of International Affairs E-mail : ryugaku@gr.saitama-u.ac.jp TEL : 048-858-3011</p>