

ASEAN Scholarship Application Documents Filling Guidelines

Principles applicable to all application documents;

- (1) In principle, all application documents should be written in Japanese (English translation can be attached).
- (2) Fill in the forms, provided by the foundation, on your computer, print it out, and submit it.
- (3) Enter the year in the Christian era.
- (4) Enter the name, address, university name, graduate school name, etc. in full.

「自己申告書」 "Self-assessment form";

For each question, fill in as much detail as possible so that you can convey your motivation and thoughts.

「履歷書」 "A curriculum vitae" ;

- (1) 「学 歴」 "Educational history": Enter the school you graduated from.
- (2) 「職 歴」: "Job history": Enter all the work history wherever you stayed.
- (3) 「特記事項」: "Special notes": Enter any notes you would like the Foundation to know about, such as religious restrictions.

「身上書」 "Personal statement";

- (1) 「家族情報」 "Family information";
 - ① If you have parents, spouse, children, siblings, enter them all.
 - ② If you have relatives other than the above (eg uncle, cousin, etc.) living in Japan, enter them.
- (2) 「経済状況」 "Your budget situation";
 - ① Those who have stayed in Japan for the past six months or more should enter the "results", and those who have been in Japan for less than half a year should enter the "plan". Make sure that the total amount of income and expenses is the same.

② 「その他生活費」 Other living expenses ;

Enter the total amount of electricity, gas, water, mobile phone, transportation, books, etc.

(3) 「他の団体の奨学金へ応募していないことの確認」 "Confirmation that you have not applied for scholarships from other organizations" ;

The Foundation does not allow duplicate scholarships from other organizations. However, the "Ministry of Education, Culture, Sports, Science and Technology's Foreign Student Learning Incentive" 「文部科学省外国人留学生学習奨励費」 and "Outstanding Performance Award" by your host university can be duplicated.