

2024 Doshisha University Graduate School Scholarship Application Guide

1. Overview

This scholarship program aims to help graduate students (those enrolled in master's programs, doctoral programs and five-year doctoral programs) who face financial difficulties in pursuing their research and studies. **This scholarship program does not require repayment by the recipients.**

Students who intend to pay a part of school fees with this scholarship (excluding first year students who have already paid the school fees) need to apply for "school fee payment deadline extension/payment in installments" at the time of application for the scholarship. Please read the section "school fee payment deadline extension/payment in installments" on Doshisha University's website (<https://www.doshisha.ac.jp/scholarships/other/other.html>) for this procedure.

2. Scholarship Details

Scholarship amount: Refer to the table below.

Duration of scholarship: 1 academic year

(Half the amount of tuition varies with each graduate school and year of enrollment, as shown in the table below.)

(in Japanese yen)

		Master's Programs		Doctoral Programs	
		Global Studies	Science and Engineering Life and Medical Sciences	Global Studies	Science and Engineering Life and Medical Sciences
Year of Enrollment	2024	310,000	430,000	310,000	430,000
	2023	310,000	430,000	310,000	430,000
	2022			301,500	410,000

※For students who will take a leave of absence in the Fall Semester 2024, half of the above amount will be provided.

※The amount of scholarship will be different for students who entered in the Fall semester.

※For long-term study students, half of the designated tuition fee (as described on the Doshisha University website) will be provided in accordance with "Tuition Fees for Long-term Study Students."

"Tuition Fees for Long-term Study Students" (excerpt)

The total amount of tuition fees and lab/practical fees for the years usually required to complete the program (excluding the amount of tuition required to be paid before being recognized as a "long-term study student") will be divided by the number of years that the student will remain in the program, and then paid in yearly installments. Any fraction less than 1,000 yen resulting from such calculation shall be rounded up to the nearest thousand yen, which will be arranged in the first-year tuition fee to be paid in the capacity of a long-term study student.

3. Eligibility

Doshisha University students currently enrolled in a graduate degree program (excluding professional degree programs at Law School and Graduate School of Business) (International students [regular students] are also eligible)

Non-Eligibility

○You are not eligible for consideration if you:

- Are on a leave of absence from school at the time of application
- Are not recognized as likely to complete the program within the standard number of years required for graduation (excluding any period of leave of absence) at the time of application
- Are enrolled for more than the standard number of years required for graduation from the program (2 years for master's programs, 3 years for doctoral programs, 5 years for five-year doctoral programs and the pre-arranged number of years for long-term study students) (period of leave of absence are not counted towards the number of years enrolled)
- Are subject to the special enrollment fee throughout the academic year that includes the application period
- Are a recipient of any of the following scholarships and grants (※If you are selected for any of the following scholarships/grants after applying for Doshisha University Graduate School Scholarship, show your student ID card to the Department of Student Life to withdraw your application for Doshisha University Graduate School Scholarship)

Doshisha University Graduate School Scholarship for Young Doctoral Students/Researchers, Doshisha University Graduate School of Brain Science Special Grant, Japanese Government (MEXT) Scholarship, Doshisha University Graduate School Reduced Tuition Special Scholarships for Self-Funded International Students, Doshisha University Merit Scholarships for Self-Funded International Students (equivalent to full amount of tuition), Doshisha Program for Leading Graduate Schools, 'Global Resource Management' International Student Grant

○If you receive any of the scholarships listed below at the same time, the amount of Doshisha University Graduate School Scholarship that you receive will be adjusted so that the total amount of the two scholarships will not exceed the amount of annual tuition.

Doshisha University Reduced Tuition Scholarships for Self-Funded International Students, Doshisha University Merit Scholarships for Self-Funded International Students, and other scholarships provided as school fees from foreign governments, foreign universities or domestic or foreign foundations

○A separate application period will be held in early October for students of Global MBA Course at the Graduate School of Business. GMBA students are therefore not eligible to apply during the April application period.

4. Selection Criteria

(1) Financial Conditions

Criteria: Students facing financial difficulties in pursuing their research and studies. (Income for the previous year must be no greater than 8,410,000 yen for salaried income or 3,550,000 yen for non-salaried income.)

The applicant's own income for the previous year will be considered.

Successful applicants are required to submit a photocopy of your Residence Card (front side) stating that you are not permitted to work or a certificate showing your income for the previous year. Your scholarship offer will be void if your income for the previous year has proved to exceed the upper limit of the financial criteria shown above.

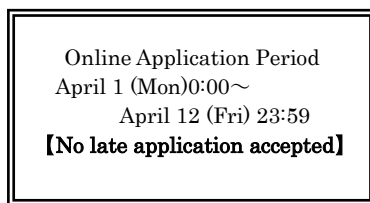
(2) Academic Performance

Applicants are examined based on their academic performance at their respective graduate school.

(3) Numbers of Applicants/Recipients in 2023 (for reference)

Programs	No. of Applicants	No. of Recipients
Master's Programs	744	356
Doctoral Programs	24	18
Total	768	374

5. Flow from Application to Decision Notice



【How to Apply】

Access the Doshisha University website (<https://www.doshisha.ac.jp/students/>) on a computer and click on “Web Single Sign-On.”
 (This system works only with Internet Explorer7 or higher, Microsoft Edge or Firefox 50.x)



Enter your user ID and password and apply on the “Scholarship/School Fee” section.

Review of financial status

- Whether the applicant fulfills the financial criteria is reviewed.

Screening by graduate schools

- Applicant's academic performance, etc., are evaluated by the graduate school the applicant is enrolled in.

Notification of Results

- All applicants will be notified of the screening results via E-mail (e-mail address @doshisha.ac.jp). A notification letter will be sent only to successful applicants by post in middle of June.
- All successful applicants are required to submit a photocopy of your Residence Card (front side) stating that you are not permitted to work or a certificate showing your income for the previous year (read the notification letter for details).

Your scholarship offer will be void if you fail to complete the procedures by the prescribed deadline, or if your income for the previous year has proved to exceed the upper limit of the financial criteria shown above.

Scholarship Payment

- The scholarship will be paid in two installments, in late July (for Spring Semester) and in late November (for Fall Semester) respectively.
- If your school fees have not been paid in full when the scholarship is distributed, the scholarship will be automatically applied to your school fees, regardless of whether you have requested a payment deadline extension or payment in installments. After the scholarship is distributed, you will be required to pay the remaining balance of your school fees using the bank transfer request form sent by the Department of Cashier.

(3) Create Application Data

同志社大学 奨学金・学費延分納選択メニュー
(Doshisha University Scholarships and Payment Deadline Extension / Payment in Installments Menu)

下記メニューを選択してください。
(Click on a link below.)

- 奨学金の出願を行う
(Apply for Scholarship(s))
- 学費延納・分納の申込を行う
(Apply for Payment Deadline Extension / Payment in Installments)
- 終了する
(Exit)

本システムのお問い合わせ先
(Contact Information)

同志社大学 学生生活課
【今出川校地】 寒梅館1階
〒602-8580 京都市上京区今出川通烏丸東入
TEL.075-251-3280 FAX.075-251-3083
【京田辺校地】 副業館1階
〒610-0394 京田辺市多々羅都谷1-3
TEL.0774-65-7430 FAX.0774-65-7429

同志社大学 奨学金出願システム(在学生)
Doshisha University Scholarship Application System (for Student)

下記メニューを選択してください。
(Click on a link below.)

- 各種奨学金 新規出願される方はこちら
(For creating/submitting new applications for scholarships)
- 新規出願データを作成する
(Create a new application data for scholarships)
- 申請内容の入力から作成する
(Load the saved data)
- 確認データの内部を確認する
(View the data you have confirmed)
- その他
(For other purposes)
- 申請内容の印刷
(Print)
- 出願に必要な書類のダウンロード
(Download request forms for application)

Click on "Apply for Scholarship(s)" and then "Create a new application data for scholarships" to proceed to the next page.

(4) Enter Personal Information

奨学生願書 Web申請入力
Online Entry for Scholarship Application

入力ステップ
(Data Entry Steps)

個人情報入力 (Enter Personal Info) → 奨学金選択 (Select Scholarship) → 学費情報入力 (Enter Financial Info) → 申込口座情報入力 (Enter Account Info) → 入力内容確認 (Check Your Data) → 入力完了 (Entry Complete)

A - あなたの個人情報
(Your Personal Information)

本人の住所情報に誤りがある場合、ここで修正し、学費システムDUEXで住所変更手続きをしてください。
修正のシステムへの反映は翌日以降になりますので、翌日以降に出願し直してください。

If your contact information displayed on this page is not valid, stop the data entry for now and update your contact information on DUEX.
Visit this page and resume your entry tomorrow or later, for the data update on this page takes a day (sometimes a couple of days) after the data correction on DUEX.
If you do not have time to wait for the update within the deadline for your system, proceed to the following pages and complete your entry now.

あなたの学籍情報
(Student Registry Information)

学生ID (Student ID) 2E18989
所属 (Faculty) 生命医科学研究科 生命医科学専攻
氏名カナ (Name in Japanese Kana) ドウダイ セイメイゼン
氏名 (漢字) (Name) 岡大 生命科 英
生年月日 (Date of Birth) 1987年04月22日 27歳 4月19日現在
所属教員名 (Enter Name) 研究室 研究室内線 9999
(Laboratory) (Extension Number)

あなたの現住所 * 必須: 奨学金用緊急連絡先
(Your Contact Information)

郵便番号 (Postal Code) 000000
住所 (Home Address) 住所1 住所2 住所4
電話番号 (Phone) 096-9000-9000
緊急連絡先 (携帯番号) * 06-1111-8888 (半角数字、11、11)
(Emergency Contact Number (Mobile))
E-mail アドレス (Email)

あなたの家族の住所情報 * 必須: 郵便番号・住所・電話番号
(Contact Information of Your Family)

郵便番号 (Postal Code) * 1000384 検索 (11 位入力してください)
住所 (Home Address) * 京都市南区西九条1丁目1番20号 (半角 最大20文字)
電話番号 (Phone) * 123-456-7891 (半角数字、11、11)
携帯番号 (Mobile Phone)

あなたの就学履歴 * 学部名は出願時に表示されます。入学年は出身年・学部名を入力してください(例:同志社大学経済学部卒業)
(Your Educational Background)

西暦 年 03 月 * 同志社大学生命医科学研究科卒業
(AD) (Year) (Month)
西暦 年 04 月 同志社大学大学院生命医科学研究科生命医科学専攻 入学
(AD) (Year) (Month)

学歴異動情報 (Your Records at University) 異動情報はありません。

次画面に進む (Next)
保存して印刷 (Save and Exit)

Enter your personal information.
Items marked with * are required fields.
Entering the extension number of your laboratory is not required but recommended, as we may contact this number when we cannot reach you at your emergency contact number.
When you have finished entering data, click on the "Next" button to proceed.

(5) Select Scholarship

奨学生願書 Web申請入力

Online Entry for Scholarship Application,

入カステップ
(Data Entry Steps)

個人情報入力
(Enter Personal Info)
奨学金種別選択
(Select Scholarship)
家計事情入力
(Enter Financial Info)
振込口座情報入力
(Enter Account Info)
入力内容確認
(Check Your Data)
入力完了
(Entry Complete)

B – あなたの希望する奨学金の種類
(Your Personal Information)

・同志社大学大学院奨学金を希望する方は以下のことに答えてください。
(If you want to apply for the Doshisha University Graduate School Scholarship, answer the question(s) below.)

同志社大学大学院奨学金を希望しますか。
(Do you apply for the Doshisha University Graduate School Scholarship?)

はい (Yes) いいえ (No)

次画面に進む (Next)

前画面に戻る (Back)

保存して中断 (Save and Exit)

Tick “Yes” and click on the “Next” button to proceed.

(6) Enter Financial Information

奨学生願書 Web申請入力

Online Entry for Scholarship Application,

入カステップ
(Data Entry Steps)

個人情報入力
(Enter Personal Info)
奨学金種別選択
(Select Scholarship)
家計事情入力
(Enter Financial Info)
振込口座情報入力
(Enter Account Info)
入力内容確認
(Check Your Data)
入力完了
(Entry Complete)

C – あなたの家計状況 — 春の大学院奨学金出願時は、あなた自身の経済状況を入力してください。
(Financial Information — Fill in with the financial information of yourself when applying for the Graduate School Scholarship in spring.)

・昨年のあなたの収入の状況を入力してください。 ※ 必須 整数数字で入力のこと。収入のない場合は給与収入欄に0 (ゼロ) を入力してください。
(Enter the amount of your income of the last year.)

年間収入 (Annual income)	単位：万円 (1万円未満切り捨て・収入がない場合は0を入力) (Unit: 10000 Yen (Round it down to the nearest ten thousand. Enter 0 if you have no income.))	
給与収入 (定職・アルバイト等) (Salary)	120 万円	※源泉徴収票等の【支払金額】を入力 (Total income)
給与収入以外 (営業所得等) (Other Income (such as business income))	万円	※確定申告書等の【所得金額】を入力 (Net income or loss)

Read P.2. “4. Selection Criteria (1) Financial Conditions” and enter your income for the previous year (including earnings from part-time work).
If you have no income, enter 0 (zero) in the box for salary.

学資支弁に支障のある理由を入力してください。 ※ 必須
(Fill in with the background on which you need financial support to study.)

100文字以上、200文字以内で入力してください。 ※ 改行は入れずに入力してください。願書には改行は印刷されません。
(Enter between 100 to 200 characters.)

家計支持者である父は昨年、退職後の再雇用となり収入がかなり減りました。私は学部の頃も一人暮らしで日本学生支援機構の奨学金を借りて生活をしてきました。大学院に入ってからも日本学生支援機構奨学金を借りる予定ですが、学費についても大学院進学後は奨学金と自らのアルバイトで賄っていこうと考えていますので、この奨学金の支給を希望します。

163文字

次画面に進む (Next)

前画面に戻る (Back)

保存して中断 (Save and Exit)

Describe “the background on which you need financial support to study” in 100 to 200 characters.
If you leave this box blank, you cannot proceed to the next page.
When you have finished entering data, click on the “Next” button to proceed.

(7) Enter Account Information

Enter the details of your bank account where you wish to receive the scholarship if you are selected.

[Notes]

You cannot select a bank outside Japan.

If you select JP Bank (ゆうちょ銀行), **the branch name and account number for bank transfer** are required.

Scholarship will be paid only into an ordinary (transactional) account in the student's name. We cannot pay into savings accounts.

When you have finished entering data, click on the "Next" button to proceed.

Caution! DO NOT tick this box if you entered the account information!

If you have an account at a newly opened bank or branch, the bank/branch may not appear in the pull-down list. In that case, tick the box beside "I cannot find the bank/branch I would like to select among the list. I will hand in the payment request with my account information in handwriting when I am notified of being granted the scholarships." and click on the "Next" button to proceed.

(8) Check Your Data

Check that the data you entered are correct. If you wish to make changes, click on the corresponding "Edit" button to do so.

After checking your data, click on the "Submit Data" button to complete. Be careful as you cannot make further changes after clicking on this button.

(9) Entry Complete

同志社大学 奨学生願書 入力完了

Online Entry for Scholarship Application.

入カステップ
(Data Entry Steps)

個人情報入力 (Enter Personal Info) → 奨学金種別選択 (Select Scholarship) → 家計事情入力 (Enter Financial Info) → 振込口座情報入力 (Enter Account Info) → 入力内容確認 (Check Your Data) → **入力完了 (Entry Complete)**

同大 生命前さんの奨学生願書入力は登録されました。
(Your entry for scholarship application has been registered.)

× × -a-3-0002

上記の番号が受付番号となります。
この画面を印刷するなどして忘れないようにしてください。
あなたのメールアドレス (doshisha.ac.jp) に確認のE-mailを送信しています。
ご確認ください。

The number above is your reference number.
We recommend that you print out this page for your records.
A confirmation email has been sent to your email address (i.e. the address including the domain 'doshisha.ac.jp').
Please check the email and make sure that your entry is registered.

あなたがエントリーした奨学金種別
(The scholarship(s) you have selected)

同志社大学大学院奨学金

申請を終了する
(Exit)

本システムのお問い合わせ先
(Contact Information)

同志社大学 学生生活課
【今出川校地】 寒梅館1階
〒602-8580 京都市上京区今出川通烏丸東入
TEL.075-251-3280 FAX.075-251-3083
【京田辺校地】 朝葉館1階
〒610-0394 京田辺市多々羅都谷1-3
TEL.0774-65-7430 FAX.0774-65-7429

When your entry is completed, your reference number and the scholarship you have selected will be displayed. Print out this screen or take notes for your record.

Lastly, click on "Exit."

7. Documents to be submitted after being selected for the scholarship

Successful applicants for the Doshisha University Graduate School Scholarship are required to submit a photocopy of your Residence Card (front side) stating that you are not permitted to work or a certificate **showing your income for the previous year**.

* If you did not enter your account information during online application due to the bank/branch not included in the list, submit the Bank Account Information Form.

Your scholarship offer will be void if your income for the previous year has proved to exceed the upper limit of the financial criteria.

For more details, see the document enclosed in the notification letter for the scholarship.
Be sure to complete the above procedures by the prescribed deadline, or your scholarship offer will be void.

8. Other

In the event a student dies while enrolled at Doshisha University and the bereaved family requests a refund of school fees by the last day of the semester during which the student's withdrawal by death occurred, Doshisha University partially refunds the paid school fees. The amount to be refunded shall be the total sum of school fees (Tuition, Facilities Fee, Laboratory Fee) and miscellaneous association fees for the month following the month of the date of withdrawal and beyond, calculated on a monthly basis. If the deceased student was a recipient of this scholarship during the semester when the withdrawal by death occurred, the amount equivalent to the amount of scholarship for the month following the month of the date of withdrawal and beyond, calculated on a monthly basis, shall be deducted from the amount of refund, regardless of whether the scholarship was paid by bank transfer or appropriated to the school fees.

**Doshisha University Department of Student Life
Imadegawa Campus (Kambaikan 1st floor)
Kyotanabe Campus (Seishinkan 1st floor)**