

**Application Guidelines for the 2017 JET Scholarship
at Showa Women's University
(For JET Program Alumni)**

Showa Women's University (SWU) offers scholarships to the Graduate School for JET alumni (both male and female applicants are welcome). This scholarship aims to improve the educational standard of the University by having JET alumni students work as an English related Teaching Assistant (TA) or office assistants after being admitted to the Showa Graduate School.

Successful applicants will receive financial assistance from SWU for their course of study at the Graduate School.

I. Required Qualifications for Application:

Applicants must satisfy all of the following prerequisites:

1. Completion of the JET Program (Those who are scheduled to complete the program in March 2016 are also eligible).
2. Those who apply to the Graduate School Entrance Examination for International Students for any of the following programs provided at SWU:

Master's Program:

Graduate School of Letters

Graduate Program in Japanese Language and Literature

Graduate Program in English and American Literature

Graduate Program in Language Education and
Communication

Graduate School of Life Sciences*1

Graduate Program in Life Sciences and Culture

Graduate Program in Psychology, Psychology Program
* excluding the Clinical Counseling Program

Graduate Program in Social Welfare

Graduate Program in Education

Graduate Program in Environmental Design

Graduate Program in Life Sciences and Design

Doctoral Program:

Graduate School of Letters

Graduate Program in Literature and Linguistics
(Japanese Language and Literature)

Graduate School of Life Sciences*1

Graduate Program in Sciences and Culture

*1: For any of the programs at the Graduate School of Life Sciences, those residing outside Japan can also apply for the scholarship if online interviewing facilities such as Skype are available on the designated date for the interview. However, if having an online interview is the method chosen by the applicant, he/she will need to ensure good voice and video quality for the interview on the date and time designated by the University. If the applicant fails to provide good voice and video quality for the interview on his/her side, he or she may be treated as being absent from the oral examination.

3. Students are able to work as an English related Teaching Assistant (TA) or office assistant while studying in the Master's or Doctoral Programs at the Graduate School within the limit of prescribed hours for activities outside of the previously granted status of residence as provided for by laws and regulations(*2).

*2: In a case that the granted status of residence is "Student," the work done as a TA and office assistant at the associate schools of the University (excluding the University) will be deemed as an "Activity Other Than

That Permitted under the Status of Residence Previously Granted.” A maximum of twenty-eight (28) hours of work per week is permitted, inclusive of personal part-time jobs. However, a maximum of eight (8) hours of work per day is permitted during the long-term holiday of the University.

II. Number of Scholarships Offered:

A maximum of two (2) scholarships are offered during each academic year.

III. Financial Assistance to JET Scholarship Recipients (Scholarship)

Financial assistance will be provided for a maximum of two (2) years for the recipient in the Master’s Program and three (3) years for the recipient in the Doctoral Program on the items described below (The scholarship recipients will not be eligible for other scholarships offered by SWU).

1. The scholarship will cover admission fee, facilities fee, tuition, laboratory/materials fee, and student activities fees. (The scholarship will be appropriated for the payment. However, if not appropriated, funds will be transferred into a previously designated bank account).
2. Provision of accommodation for a single person or payment of the equivalent sum (Utilities expenses and food cost are not included).

IV. Required Documents:

Applicants must submit all documents listed below to SWU. Application by e-mail is admissible; however, the original documents must be sent to SWU by post.

1. Completed JET Scholarship Application Form
2. One photo for the application of a Certificate of Eligibility
3. A certificate of participation in the JET Program from a contracting organization (local government body, etc.)
4. One recommendation letter from the workplace where the applicant worked during the JET Program

* Please download the application form and prescribed form for the recommendation letter from the JET Scholarship website and prepare them accordingly.

V. Application Period and Submission

1. Application Closing Date Applicants for the July Exam: April 20, 2016 (Wednesday)
Applicants for the February Exam: November 30, 2016 (Wednesday)
2. Applications must be submitted to the Student Affairs Section, Center for Student Affairs, SWU.

VI. Selection Period and Method

1. Selection Period Applicants for the July Exam: Late April to Early May, 2016
Applicants for the February Exam: Mid December, 2016 to Early-Mid January, 2017
2. Selection method Evaluation of submitted documents and interview (possibly online interview).
Date of interview will be notified after the receipt of application.

VII. Notification of Selection Results (Informal Decision and Formal Decision)

Selection results will be notified as follows:

1. Selection results for the scholarship will be notified prior to or during the application period for the Graduate School Entrance Examination.

2. The informal decision mentioned in the above paragraph (1) shall not be construed as a formal offer of scholarship.
3. A formal offer of the scholarship shall be given to the successful applicant(s) once he/she successfully passes the Graduate School Entrance Examination.

Formal Notification: Applicants for the July Exam: Mid-Late July, 2016 (scheduled)

Applicants for the February Exam: Early-Mid March 2017 (scheduled)

VIII. Others

- With respect to the Graduate School Entrance Examination, please refer to the sections denoted as “Entrance Examination for International Students” and “Guidelines on Entrance Examination (Graduate School)” of the “Information Site on Entrance Examination” on our website and follow the necessary procedures.

http://exam.swu.ac.jp/graduate_school/gexam/g_istudent

- Those who have passed the Entrance examination are required to complete the enrollment procedures before the specified date.

■ Inquiry

Student Affairs Section, Center for Student Affairs, Showa Women’s University

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