

■ Spring Selection AY2024 FAQ (Updated in March 2024)

| No. | Item | Question | Answer |
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| 1 Application | | | |
| 1-1 | Eligibility to Apply | Are students who plan to enter a doctoral program at Kyoto University from another university, etc. eligible to apply? | Yes, they are eligible to apply under the Regular category. However, the applicants must be enrolled in a doctoral program, etc. at Kyoto University as of April 2024. |
| 1-2 | Eligibility to Apply | Can D2 or higher year students apply DoGS Next AI Program? | Only D1 can apply because DoGS Next AI Program is focus on developing human resources. |
| 1-3 | Eligibility to Apply | Which graduate schools/divisions are eligible to DoGS Next AI Program? | Appendix 1 of Application Guidelines has eligible graduate schools/divisions information. Even if you belong to these graduate schools/divisions, D2 or above students cannot apply. |
| 1-4 | Eligibility to Apply | Can I apply while on a leave of absence? | Yes, you can apply. If selected, payments will begin after you return to school. |
| 1-5 | Application | Have the eligible disciplinary groupings within the graduate schools, divisions, and departments been determined? | You can apply under any disciplinary grouping. Please note graduate schools/divisions for DoGS Next AI Program are limited even you can apply to any disciplinary grouping. |
| 1-6 | Application Documents | If the academic advisor who has a substantial understanding of my research is different from my academic advisor as determined by my division/department, or if my academic advisor will change upon entering the doctoral program from my master's program, to which academic advisor should I make my request? | There is no problem even if the academic advisor who has a substantial understanding of your research is different from your academic advisor as determined by your division/department. You may ask the faculty member who has a substantive understanding of your research to prepare your Confirmation Form. |
| 1-7 | Application Documents | May I change the format of the Application Form? | No, you may not change or add to the format. However, you may delete the content instruction. |
| 1-8 | Application Documents | Can I revise my application documents or submit additional ones? | You can freely edit any information uploaded during the application period prior to clicking "Submit" in the application system. However, once you click "Submit," you will no longer be able to revise the information or submit additional information. Also, additional information submitted via e-mail or means other than the application system will not be accepted. |
| 1-9 | Application Documents | When entering my division/department, academic year, and student number in the application documents, should I enter my information as of April 2024? | Please handle both the Application Form and the application system in the following manner. Please enter your division/department and academic year as of April 2024. If you are entering the doctoral program in April and you already know what student number you will have from that time, then enter that number. If you do not yet know, then enter your (master's program) student number as of March. Similarly, if you are entering these programs from another university, etc. and you already know what student number you will have from April, then enter that number. If you do not yet know, then enter 0000000000. |
| 1-10 | Application Documents | In regard to my "Scholarship Status" on the Application Form, should I only enter the scholarships that I am scheduled to receive during the doctoral program? Or, do I also need to enter those that I have applied for but have not yet been confirmed? | Only enter the scholarships that you are scheduled to receive during the doctoral program. However, please also include those that you have applied for but have not yet been confirmed together with a note such as "(pending)," etc. |
| 1-11 | Application Documents | May I use the grades that are downloadable from KULASIS? | For both your master's program and undergraduate grades, you may use either of the following: · Those that can be issued by an automatic certificate issuance machine · Those that can be printed out from KULASIS |
| 1-12 | Application Documents | If my professor is resigning in March, can I ask a new professor to prepare the documents? The new professor is currently an associate professor at another university. | Yes, you can. There is no problem if a professor from another university fills out the Confirmation Form. |
| 1-13 | Application Documents | I want to confirm whether or not my submission is complete. | If the box next to "Application Confirmed" on the main page of the application system has been ticked, then your submission is complete. |
| 1-14 | Application Documents | Is the web application system available 24 hours a day? | Yes, the system is available 24 hours a day. |
| 1-15 | Application Documents | I cannot submit my application due to Internet environment issues. | It is not possible to submit applications after the application period has ended. Also, the server may be crowded just before the end of the application period. We are not liable for any delays or problems caused by this, so please be sure to submit your application well in advance. |
| 1-16 | Other Scholarships | Can I receive a scholarship from a private scholarship foundation at the same time? | In principle, these programs permit you to receive concurrent scholarships. However, please check with the relevant organization before applying. Failure to do so may result in cancellation of the scholarship from the relevant organization and/or the support provided by these programs. |
| 1-17 | Other Scholarships | Can I receive a scholarship from the Japan Student Services Organization (JASSO) at the same time? | In principle, these programs permit you to receive concurrent scholarships, regardless of whether they are loan- or grant-type. In some cases, however, JASSO does not permit students to receive grant-type scholarships concurrently with a JASSO scholarship. Please be sure to check with JASSO. For those who will become Type 1 Scholarship recipients in the doctoral program of the Graduate School after the 2023 academic year, duplication of the interest-free scholarship (exemption from repayment), these programs are not permitted. Therefore, it is not eligible for "Exemption from Repayment for Graduate School Students with Particularly Outstanding Achievements" recommendation. |

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| 2 After selection | | | |
| 2-1 | RA/TA/Part-time work, etc. | May I continue to work as an RA, TA, OA, on-campus coordinator, part-time employee, etc. after being selected? | There is no problem as long as it does not interfere with your research or the career development/training contents. |
| 2-2 | RA/TA/Part-time work, etc. | Those who are appointed as Kyoto University's Research Fellow("RF") and receive a salary of more than 2.4 million yen per year, are they eligible for support? | There is no problem as long as it does not interfere with your research or the career development/training contents. However, there may be restrictions on receiving payments in some Fellowship disciplinary groupings. In addition, some graduate schools do not permit working as a RF concurrently with these programs. Please confirm with your graduate school. |
| 2-3 | Relationship between Recipient and University | Do I understand correctly that, under these programs, the relationship between the recipient and Kyoto university is not one of "employment"? | Correct. It is not employment. Research incentive grant is treated as "miscellaneous income." |
| 2-4 | Study Abroad | During the period of these programs, may I participate in an exchange study abroad program, obtain a degree at an overseas university, or belong to an overseas research institution as a researcher under a research visa, etc.? | You are encouraged to conduct research at overseas universities, research institutions, etc. during the period of these programs. You will continue to receive research incentive grant while overseas. However, since you must be enrolled in a doctoral program at Kyoto University even while overseas, you will not be eligible for support under these programs "if you are only enrolled at an overseas university." There is no problem with mid- to long-term stays to participate in an exchange study abroad program, pursue a double/joint degree, or conduct research as long as you remain enrolled at Kyoto University. |
| 2-5 | Research Incentive Grant | I understand that research incentive grant are treated as miscellaneous income, which requires me to file an income tax return, but what exactly should I do? | Since research incentive grant are treated as miscellaneous income for tax purposes, they are subject to income tax and resident tax. In addition, since Kyoto university does not withhold tax, you are required to file your own income tax return. You need to file an income tax return for the research incentive grant received during the year (January 1 to December 31). Your income is calculated by subtracting your necessary expenses from your earnings ("the costs of life as a research student can be considered necessary expenses for tax purposes; e.g., tuition, academic association membership fees). The amount of tax is then calculated based on your final income. Therefore, it is necessary to prepare records of earnings and expenses, and to retain receipts and other documentary evidence of expenses. Depending on your final amount of taxable income, you may also need to pay "resident tax" to the municipality where you reside. The income tax return filing period is from February to March every year. Kyoto university plans to hold income tax briefing sessions around February for those selected under these programs. |
| 2-6 | Research Incentive Grant | I heard that international students do not have to file an income tax return in Japan if they submit a notification that they are under an applicable tax treaty. How do I submit a notification? | International students who used to reside in either Indonesia, Thailand, China, or Bangladesh do not need to file an income tax return for research incentive grant if they submit a tax treaty notification. The tax treaty notification must be prepared and submitted by the payer (Kyoto university), so please contact the Division of Graduate Studies if you wish for the tax treaty to apply. Submission of the notification is based solely on the applicant's wishes. If a tax treaty notification is not submitted, then you must file an income tax return in accordance with the rules. |
| 2-7 | Research Incentive Grant | JSPS Research Fellowship for Young Scientists recipients may be exempted from income and resident taxation if they report 30% or more of their research incentive grant as research expenses. Do these programs use the same system? | There is no system for research expenses in these programs. However, as described in Q2-5, the costs of life as a research student can be considered necessary expenses for tax purposes, and your (taxable) income is calculated by subtracting your necessary expenses from your earnings. |
| 2-8 | Research Incentive Grant | How will health insurance and my status as a dependent be handled? | Please inform the person under duty to provide support (parent, etc.) that you will receive "miscellaneous income." Please also contact the relevant personnel in charge at the workplace, etc. of the person under duty to provide support (parent, etc.) to check how support is handled in terms of health insurance, allowances for dependents, etc. In principle, you may not be a dependent eligible for various types of health insurance coverage if you earn 108,334 yen or more per month. Recipients are requested to enroll in National Health Insurance on their own. |
| 2-9 | Research Grant | I understand that research funds will be allocated to my academic advisor's division/department. If my academic advisor as determined by my division/department is in a different division/department than the academic advisor that actually provides me guidance, to which division/department will the research funds be allocated? | After selecting you for these programs, we will contact the academic affairs office and accounting office of the relevant graduate school to confirm the department and faculty member to which the research funds will be allocated. Once your academic advisor and the relevant accounting office have coordinated, please indicate your preferred destination of allocation. |
| 2-10 | Certificates | I would like to have a certificate issued. | Please send a mail to Management Section, Division of Graduate Studies. E-MAIL : kanri-graduate★mail2.adm.kyoto-u.ac.jp (change ★ to @) |
| 2-11 | RA/TA/Part-time work, etc. | I receive an annual salary of 2.4 million yen or more as a JRA (under RIKEN's Graduate Research Associate system). Can I apply? | We received the following reply when we checked with JST, so JRAs may apply. <JST's Reply> There is no problem being a JRA recipient regardless of the salary amount because there is no prohibition on working as a TA or RA and receiving appropriate compensation as long as it does not interfere with the recipient's research as a doctoral program student or the career development/training contents provided under these programs. |