

Otsuka Toshimi Foundation

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Application Guidelines

Application Guidelines

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Scholarship Outline

1) Award Amount

Annual sum: 1 – 1.5 million yen

The Foundation provides an annual sum of 500,000 yen to individuals who are receiving scholarships or benefits from other sources.

2) Period of Scholarship

A scholarship is provided for a period of one year from April to March, and could be extended to maximum of 3 years.

3) Classifications of Applicants

1. New applicants: Applicants who have never been awarded a scholarship by the Foundation.
2. Renewing applicants: Applicants who wish to extend their scholarship tenure.

4) Suspension of Scholarship

Recipients may be subject to suspension of scholarships in the following instances:

1. Withdrawal from school.
2. Temporary or long-term absence from school.
3. Failure to advance to the next academic year or anticipated failure to obtain all graduation requirements.
4. Anticipated failure of graduation due to physical injuries or illnesses.
5. Failure to satisfy academic progress or moral conduct.
6. When any facts arise that the scholar will no longer require a scholarship.
7. When any facts arise that disqualify them as a scholar.
8. When expelled from an attending school as the result of a disciplinary action.
9. When disqualified as a scholar due to failure to meet any requirements stipulated by the Foundation.

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Eligibility Criteria

Eligible applicants must:

1. Be a national of a country in Asia, the Middle East, Africa or other regions.
2. Be a registered student majoring in the areas of Medicine, Pharmacology, Nutrition, Physical Education or Business Administration (MBA). (Full-time Program)
3. Be a motivated learner, possess satisfactory academic performance, and show integrity.
4. Understand the importance of building a cross-cultural relationship, and demonstrate initiative in its promotion.
5. Meet other requirements from the foundation

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Scholarship of Application

1) How to Apply

1. Applicants are required to complete the designated application form and submit it along with the other supplementary documents specified below, and mail to the Foundation.
*Please note that all items submitted along with the application form will not be returned.
2. **All application documentation must be hand written in Japanese.**

Application form,reference form,and letter of recommendation

- Year 2011: [PDF \(100Kb\)](#) 

2) Application Materials (Form is available for download.)

1. Completed Application Form
2. Personal reference (Use the designated form in the application form)
3. Letter of Recommendation (Use the designated form in the application form)
4. 2 photos, one should be attached to the application form (3.5 × 4.5cm, Photos should show applicant's full-face from the waist up, and must be taken within 6 months prior to application submission)

3) Supplementary Documents

1. Student registration certificate(Issued after 2011. April. 1st.)
2. The most recent transcript of graduate school or of undergraduate school (It should include courses, total units earned, and grades etc.)
3. Certification of information recorded on foreign resident registration file (Not a copy of an alien registration card)
4. Other scholarship(s) [Yes/No] (If you are receiving any other scholarship during April 2011–March 2012, provide a copy of the document in which the name of the organization, the term of scholarship, and the award amount are clearly indicated.)

4) Application Period

From April 1st to May 12th (Application must be arrived no later than May 12th)

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Selection Procedure, Acceptance and Disbursement of Scholarship Funds

1) Selection procedure

Selection will be based on submitted applications and interviews that will be given to the selected candidates of the first screening. Successful applicant(s) will be selected by the selection committee, and will be finalized by the chairman of the board. Interviews will be conducted in June every year.

2) Acceptance

The final decision will be made by the end of June every year, and selected applicant(s) will be notified of acceptance through the applicants' instructor(s) at their attending universities by the end of July. Please note that the Foundation will only notify successful applicant(s), and notification of rejection will not be arranged.

3) Disbursement and Refund of Scholarship Funds

The Foundation will pay the half amount of the annual award amount in June and the rest in December. Scholars are not required to return the scholarship funds to the Foundation.

4) The Number of Recruiting Opportunities

Year of 2011: 80 students (Year of 2010 50 students)

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Features

The features of our scholarship are as follows.

1. There is no repayment obligation
2. There is no obligation for the scholars about finding employment and any other matter after graduation.

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Scholar's Obligations

All scholars are required to comply with the following obligations.

1. Scholars are expected to maintain the eligibility requirements and qualifications stipulated in the application.
Should scholars fail to meet any of the above said requirements, they are required to notify the Foundation immediately.
2. Scholars are asked to submit the following to the chairman of the board; a student registration certificate and a statement explaining their living status in December.
3. Scholars are expected to attend events organized by the Foundation.

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