

Spring Semester of the Academic Year 2024-2025

Application Guidelines

for the Financial Support Programs of

Yokohama National University

(for International Students Entering / Entered in or after April 2020)

[Attention]

These application guidelines apply to international students entering / entered in or after April 2020 (including those who entered YNU by March 2020 and advance / advanced to a higher program [e.g. from undergraduate to master's program] in or after April 2020).

Those whose student ID number starts with 19 should refer to the application guidelines for "International Students Entered by March 2020."

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Student Support Division, Global Promotion Division
Student Affairs and International Strategy Department

1. Application Procedure for the Spring Semester (Overview)

(1) Introduction

If you wish to apply for any of the Yokohama National University (YNU) financial support programs listed below, please follow the instructions in these application guidelines to apply within the designated period.

1) Tuition waiver

This program will award privately financed international students who have excellent academic records a full, half, or 30% waiver of their tuition fees (full or half waiver for doctoral programs) after you pass the application screening.

2) Data registration for university-recommended scholarships

To qualify for a university-recommended scholarship provided by one of the scholarship foundations, you need to register your basic data for internal screening. If you wish to apply for such a scholarship, make sure to register it.

(2) Application Schedule & Procedure

The application schedule and procedure are as described below.

1) Application Schedule

Application period	<u>From April 4th (Thu) to 5 pm, April 15th (Mon), 2024</u>
Deadline for submission of residence card information ("Student" status)	May 31st (Fri), 2024
Announcement of tuition waiver results	July 26th (Fri), 2024

2) Application form

Please apply through the online form below within the application period. Please keep an automatic reply to your submission as a receipt.

<https://reg18.smp.ne.jp/regist/is?SMPFORM=odlf-lcrdnh-09003352518c288a9f99d361315d1a97>

3) Submission of residence card information

Students are required to submit their residence card information (status should be "Student") through [YNU Residence Card Submission Form](#) by the deadline above. If they do not, they will not be granted a tuition waiver, and they will not be registered for university-recommended scholarships. Please consult with us individually if you are in unavoidable circumstances that you cannot submit your residence card information by the deadline.

《YNU Residence Card Submission Form》

<https://reg18.smp.ne.jp/regist/is?SMPFORM=odlf-lcmioj-93336d03e96141a281559697913c2f69>

(3) Application for the Fall Semester

Tuition waivers and registration for university-recommended scholarships must be applied for each semester. If you wish, please remember to apply for the fall semester as well. Since the screening for tuition waiver is conducted every semester, application results for the fall semester are not always the same as those for the spring semester. Make sure to check the announcement results for each semester.

If there are any changes as described below* after your application, you are not eligible for a tuition waiver.

* You plan to take a leave of absence, or graduate/ complete during each semester

(spring: April - September, fall: October – March)

* Your status of residence is changed to something other than "Student"

(4) Important Information

- If your application contains any false declarations or your conduct constitutes grounds for disciplinary action, your application or application results may become invalid.
- Information posted on the [Global Promotion Division's website](#) is deemed to have been communicated and received, so you cannot file a protest later on the grounds that you did not see the information posted.
- As a general rule, you will receive messages at your YNU e-mail address if YNU has any inquiries. Please check your YNU e-mail box once a day.
Please note that if any of the required responses and documents are not submitted by the designated deadline, you may be disadvantaged or your application may be excluded from the screening process.
- You need to apply separately each semester. The application mentioned in these application guidelines is for the spring semester AY2024.

(5) Application by students enrolled in October 2023

Applications for YNU Financial Support Programs (Tuition Waiver and Registration for University-recommended Scholarships) for students entered in October 2023 were made when applying for admission, and prospective recipients and the tentative exemption for the two semesters after their admission have already been determined.

- Students who applied for YNU Financial Support Programs when applying for admission do not need to submit the online application for the tuition waiver this time because they have already registered for both "tuition waiver" and "data registration for university-recommended scholarship". However, they must **submit their residence card information** by the deadline designated (see p.1 for how to do it). Also, check the decided exemption rate on the announcement date.
- Students who did not apply for YNU Financial Support Programs when applying for admission cannot not apply for the tuition waiver for the spring semester AY2024 but may do the data registration for university-recommended scholarships.

	Tuition waiver	Data registration for university-recommended scholarship
Students enrolled in October 2023 (Prospective recipients)	No need to submit online application. Need to submit your residence card information .	
Students enrolled in October 2023 (Other than prospective recipients)	Not eligible	Eligible

(6) Applications by students enrolled in International Cooperation Degree Programs designated in the regulations for Honor International Students [applicable individuals only]

In the following programs (entrance examinations), there are individuals who have been selected as Honor International Students and those who have not been selected for tuition waivers for one year based on their entrance exam results.

- YGEP-N1 Pre-arrival examination for the College of Engineering Science
- YGEP-N1 and YGEP-N2 Pre-arrival examination for the College of Urban Sciences
- SOcially Resilient And susTainable EcoSystems Program (YOKOHAMA SOCRATES Program) for the College of Urban Sciences

Students who have not been selected for tuition waiver cannot apply for the tuition waver for the AY2024 but may do the data registration for university-recommended scholarships.

2. Tuition Waiver

[Important] Since this program is operated according to the budget allocated by the Japanese government, any significant changes to the future budget allocation may result in the program itself being revised. In such an event, YNU will inform you promptly.

(1) Overview of the Program

The YNU Tuition Waiver Program for Privately Financed International Students is a program to promote the acceptance of academically excellent international students and provide them with financial support after their admission to YNU.

New or current regular YNU undergraduate or graduate privately financed international students whose status of residence is "Student" are eligible for this program. Applicants will be entitled to a full, half, or 30% exemption from tuition fees according to their academic performance (for doctoral programs, the exemption rate will be a full or half).

(2) Exemption Period

The exemption period is for the spring semester AY2024^{*1}.

*1 Tuition waivers must be applied for each semester. If you wish, please remember to apply for the fall semester as well. Since the screening for tuition waiver is conducted every semester, application results for the fall semester are not always the same as those for the spring semester. Make sure to check the announcement results for each semester.

(3) Application Eligibility

To apply for a tuition waiver, you are required to meet all of the following eligibility requirements.

1) **Privately financed regular undergraduate or graduate international student at YNU as of April 1st, 2024.**

International students who are sponsored or dispatched by their governments as well as privately financed international students who receive aid for their tuition fees from JICA, the World Bank, foreign governments, or other institutions are not eligible for the YNU Tuition Waiver Program.

2) **Have or going to have a "Student" status of residence as prescribed by Japanese law (Immigration Control and Refugee Recognition Act)**

* If you have "Permanent Resident", "Long-Term Resident" or "Dependent" status of residence, please contact the Financial Support Section (gakusei.keizai@ynu.ac.jp).

3) **The "Student" status of residence mentioned in (2) must be valid for the entire semester, or be expected to be renewed.**

(4) Screening Method

[Undergraduate programs and master's programs]

1) New Students (in the 1st semester of 1st year)

Screening is based on the entrance examination results. Applicants who ranked in the top 50% among privately financed international students who passed the examination will be entitled to a full, half, or 30% exemption from tuition fees according to their entrance examination results. (Please note, however, that even those who are eligible may not be entitled to an exemption, as the quota given to each undergraduate college and graduate school is limited.)

2) Current students (in the 2nd semester of 1st year or above)

Screening is based on academic records (total GPA through the last semester) in respective undergraduate colleges and graduate schools.

However, tuition waiver will not apply to the following applicants.

- Those who have not earned at least the standard number of credits^{*1} specified by their respective colleges or graduate schools.
- Those whose enrollment period (excluding any leave of absence) has exceeded the minimum period required for graduation.^{*2}
- Those who have transferred or re-enrolled in the semester.

*1 See p.10 for the "standard number of credits" specified by colleges and graduate schools.

*2 However, only if you are enrolled for not more than one year beyond the minimum period required for graduation, you may be considered "eligible", depending on the reason. Eligible applicants must submit a letter of reason at the time of application.

[Doctoral program]

1) New Students (in the 1st semester of 1st year)

Screening is based on the entrance examination results. Applicants will be entitled to a full or half exemption from tuition fees according to their entrance examination results.

2) Current students (in the 2nd semester of 1st year or above)

Screening is based on academic records in the respective graduate schools. Applicants will receive a full or half exemption from tuition fees according to their academic performance, including the publication of peer-reviewed papers and the receipt of awards, as well as their grades for earned credits.

However, tuition waiver will not apply to the following applicants.

- Those whose enrollment period (excluding any leave of absence) has exceeded the minimum period required for graduation.^{*1}
- Those who have transferred or re-enrolled in the semester.

*1 However, only if you are enrolled for not more than one year beyond the minimum period required for graduation, you may be considered "eligible", depending on the reason. Eligible applicants must submit a letter of reason at the time of application.

(5) Screening Results

For each semester, YNU announces the following screening results: "Full waiver," "Half waiver," "30% waiver, or "Rejection."

[Announcement date]

July 26(Fri), 2024, for the spring semester

December 18(Wed), 2024, for the fall semester

- The announcement date is tentative and is subject to change depending on the circumstances. If the announcement date is changed, a new date will be announced on the [Global Promotion Division's website](#).

[Announcement method]

[Student Information System](#)

<https://risyu.jmk.ynu.ac.jp/WebInfo/p/LogIn.aspx>

(Log in with your YNU ID and password)

- To protect personal information, YNU does not post application results on campus bulletin boards. Also, YNU does not send notices of results to individual applicants or accept inquiries by telephone about results.
- If you cannot check your results through the [Student Information System](#), come to the Financial Support Section (Counter No.1, Student Center 2F) with your student card. If you find it difficult to come to the university, please contact them at gakusei.keizai@ynu.ac.jp from your YNU Mail account, with a copy of your student card.

[Payment deadline and debit date]

- If you are awarded a full waiver, your tuition fees will not be debited from your account.
- If you are awarded a half waiver or 30% waiver or if your waiver application is rejected, your tuition fees will be automatically debited from your registered account on the following dates.
August 27(Tue), 2024, for the spring semester
January 27(Mon), 2025, for the fall semester.

[Important]

- Applicants who plan to graduate in the middle of each semester (spring semester: April to September, fall semester: October to March) are not eligible for screening.
- Once you apply for a waiver, you will not need to pay your tuition fees until the application results are announced. Your tuition fees will not be debited on the regular debit dates.
- Please note that you will be expelled if you fail to pay your tuition fees by the prescribed deadline, so make sure to observe the payment deadline.
- If you apply in the spring semester, make sure to check the announcement of application results in the fall semester as well. Application results for the fall semester are not always the same as those for the spring semester.

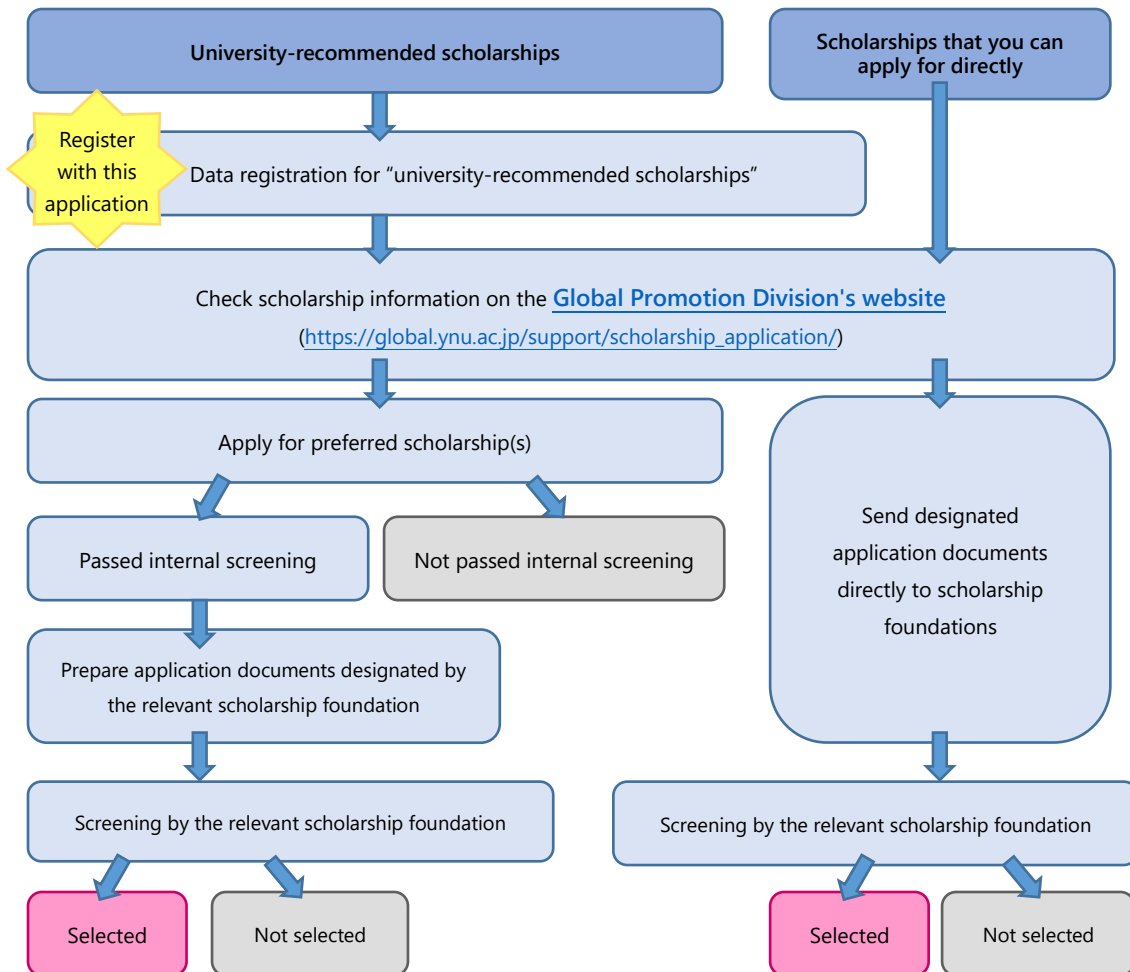
3. Data Registration for university-recommended scholarships

(1) Overview of the Program

Two types of scholarships are available for privately financed international students: University-recommended scholarships, which require a recommendation from the university in order for you to apply, and scholarships you can apply for directly, which allow students to apply directly to scholarship foundations. Data registration for university-recommended scholarships is a program for registering the basic data used in internal screening for scholarships requiring the university's recommendation.

[Important] You cannot apply for a scholarship simply by completing the data registration for university-recommended scholarships. After registration, please check the scholarship information provided on the [Global Promotion Division's website](https://global.ynu.ac.jp/support/scholarship_application/) and then apply for your preferred scholarship(s) through the designated online form.

Scholarship Application Flow Chart



(2) Registration Period

This registration applies to scholarship applications from the spring semester AY2024 to the beginning of fall semester AY2024. Make sure to register your data if you wish to apply for university-recommended scholarships for this period. Please note that there are some scholarships that open their application in the academic year 2024-2023 even if the scholarship payments start in or after April 2025.

(3) Application Eligibility

To apply for data registration for university-recommended scholarships, you are required to meet all of the following eligibility requirements.

- 1) Regular YNU undergraduate or graduate student as of April 1, 2024.
- 2) Have or going to have a "Student" status of residence as prescribed by Japanese law (Immigration Control and Refugee Recognition Act)
- 3) The "Student" status of residence mentioned in (2) must be valid for the entire semester or be expected to be renewed.

(4) Screening Method

[Undergraduate programs and master's programs]

1) New Students (in the 1st semester of 1st year)

The rankings of applicants are determined based on their entrance examination results.

2) Current students (in the 2nd semester of 1st year or above)

The rankings of applicants are determined based on their academic performance (total GPA through the last semester).

[Doctoral program]

1) New Students (in the 1st semester of 1st year)

The rankings of applicants are determined based on their entrance examination results.

2) Current students (in the 2nd semester of 1st year or above)

The rankings of applicants are determined based on their academic performance, including the publication of peer-reviewed papers and the receipt of awards, as well as their grades for earned credits.

(5) Application Results

There is no announcement of the applicants ranking for data registration for university-recommended scholarships.

Completing data registration for university-recommended scholarships is not enough for applying for a scholarship. After registration, please check the scholarship information provided on the [Global Promotion Division's website](#) and apply for your preferred scholarship(s) through the designated online form. Notification of the internal screening results for individual scholarships will be sent by e-mail only to those who pass the screening. See p. 7 for the scholarship application flow chart.

4. Inquiries

International Students Section, Global Promotion Division

E-MAIL: kokusai.shien@ynu.ac.jp

Address: 79-8 Tokiwadai, Hodogaya-ku, Yokohama-shi, Kanagawa 240-8501

Business hours: 8:30 am to 12:45 pm and 1:45 pm to 5:00 pm

(Excluding Saturdays, Sundays, and national holidays) @the second floor of the Student Center

Information on tuition waivers and scholarships (Global Promotion Division's website):

https://global.ynu.ac.jp/en/support/tuition_scholarship/

* All of the information contained in the application documents will be used only for the screening procedure and confirmation of your status of residence.

学部・大学院（修士） 標準修得単位数表（授業料免除審査用）
List of Standard Number of Credits for Assessment of Tuition Waiver

2024年4月1日時点 As of April 1, 2024
 ※各設定単位数は変更になる場合があります。
 The number of credits is subject to change.

〈学部 Undergraduate〉

※休学歴のある者は在学月数で確認すること。 Those who had temporary leaves of absence from YNU should refer to the number of enrollment months below.		2年生* (該当者のみ) refer to the note(*)	2年生 23春入学 2 year entered in Spring 2023	2年生 22秋入学 2 year entered in Fall 2022	3年生 22春入学 3 year entered in Spring 2022	3年生 21秋入学 3 year entered in Fall 2021	4年生 21春入学 4 year entered in Spring 2021	4年生 20秋入学 4 year entered in Fall 2020	(参考) 卒業単位数 (Reference) Credits required for graduation
在学月数（休学期間は除く） The number of enrollment months (except months of temporary leaves) ※月始め（1日）に在学していれば、その月は在学月として数える。 Count the month as an enrollment month if you are enrolled as of the 1st of the month.		1～12か月	13～18か月	19～24か月	25～30か月	31～36か月	37～42か月	43～48か月	
教育学部 Education		16	33	49	66	82	99	99	130 特別支援 Special education for disabled children 132
経済学部 Economics		15	31	46	62	77	93	93	一般、DSEP、LBEEP 124 GBEEP 132
経営学部 Business Administration	一般 General	15	31	46	62	77	93	93	124
	社会人 Adult	15	31	46	62	77	93	93	124
	GBEEP	16	33	49	66	82	99	99	132 ※カリキュラム年度が「2022」以前の学生のみ。 *Only for those enrolled in or before 2022.
	DSEP	15	31	46	62	77	93	93	124
理工学部 Engineering Science		15	31	46	62	77	93	93	124
都市科学部 ※YCCS、ソクラテスを含む Urban Sciences including YCCS and Socrates		15	31	46	62	77	93	93	124

(*)入学後2学期以内に休学した場合のみ適用。Applicable only when students take a leave of absence within 2 semesters after entering YNU.

〈大学院（修士） Graduate School (Master's program)〉

※休学歴のある者、留年している者は在学月数で確認すること。 Those who had temporary leaves of absence from YNU should refer to the number of enrollment months below.		2年生* (該当者のみ) refer to the note(*)	2年生 23春入学 2 year entered in Spring 2023	2年生 22秋入学 2 year entered in Fall 2022	(参考) 修了単位数 (Reference) Credits required for completion
在学月数（休学期間は除く） The number of enrollment months (except months of temporary leaves) ※月始め（1日）に在学していれば、その月は在学月として数える。 Count the month as an enrollment month if you are enrolled as of the 1st of the month.		1～12か月	13～18か月	19～24か月	
教育学研究科 Education		4	15	15	30
教育学研究科（教職大学院） Education (Professional School)		8	20	20	46
国際社会科学府 International Social Sciences		8	16	16	32 36 (38)
理工学府 Engineering Science		7	15	15	30
環境情報学府 Environment and Information Sciences		7	15	15	30
都市イノベーション学府 Urban Innovation		7	15	15	30 (Y-GSAの副専攻プログラムの場合は40) (40 in case of the minor program of Y-GSA)
先進実践学環 Innovative and Practical Studies		7	15	15	30

(*)入学後2学期以内に休学した場合のみ適用。Applicable only when students take a leave of absence within 2 semesters after entering YNU.