

2021  
Graduate School of Engineering, The University of Tokyo  
Doctoral Student Special Incentives Program  
(SEUT-RA) Application Guidelines (for October 2021)

This program within The Graduate School of Engineering at The University of Tokyo seeks to encourage excellence in graduate students by promoting advancement to doctoral courses and doctoral research with monetary support.

## 1. Eligibility

Those who meet any of the following criteria:

- ① Students who are, at the time of application, enrolled in a doctoral program at the University of Tokyo Graduate School of Engineering and plan to continue studies after October 1, 2021 as students.
- ② Those who have applied for October 2021 admission to a doctoral program at the University of Tokyo Graduate School of Engineering.

However, as a rule, students who fall under any of the following are not eligible:

- Students taking a leave of absence as of October 1, 2021.
- Students whose enrollment period exceeds the standard duration (three years) as of October 1, 2021. \*Periods for leave of absence are excluded from the enrollment period
- Students who fit the criteria outlined in section #8 of this guideline regarding other scholarships.

Additionally, adult students enrolled in graduate school who are employed and receiving a salary and individuals who began the SEUT-RA program in April 2021 and intend to continue in the program past October 2021 are not eligible.

Moreover, excluding students who plan to complete a doctoral course between April 2022 and March 2023, students must apply in spring of 2022 for acceptance to the 2023 JSPS Research Fellowship for Young Scientists as a condition of the application.

## 2. Divisions and Monthly RA Award Amounts

	Category	Monthly Amount (planned)
Outstanding Candidates	SEUT-RA Type A	¥120,000
Excellent Candidates	SEUT-RA Type B	¥50,000

### 3. Selection Process

Selection consists of an examination of application documents (application form, evaluation form from current academic supervisor, and JSPS Research Fellowship evaluation results) and course results and records. Interviews may be required as well.

Following the assessment of submitted materials and applicable examinations, applicants for SEUT-RA Type A or B may be accepted into SEUT-RA Type A or B, or may be rejected.

### 4. Payment Period

October 1, 2021 - September 30, 2022. (the following monthly payment)

However, the standard length of the course of study, which has been established in article 2, clause 5 of The University of Tokyo Graduate School Rules and Regulations, cannot be exceeded.

In addition, if a period of long absence from Japan occurs during the above period, salary for the absence period may not be paid.

### 5. Expected Number of Participants

SEUT-RA Type A participant numbers will be limited to few students.

SEUT-RA Type B participant numbers will be limited to the number of individuals possible to accommodate within the budget limits of this graduate school.

### 6. Application Procedures

#### (1) How to apply

Upload the application documents (refer to "(2) Application Documents" below) on SEUT-RA Application System. Paper version of application documents will be not accepted.

Application period: July 7 (Wed) 0:00 to- July 21 (Wed) 23:59, 2021 [in JST]

For details of application procedures, please access following SEUT-RA Application System.

Website of School of Engineering : SEUT-RA  
URL [https://www.t.u-tokyo.ac.jp/soee/admission/seut\\_ra.html](https://www.t.u-tokyo.ac.jp/soee/admission/seut_ra.html)

#### (2) Application Documents

\*Download the format for Form1 and Form2 from the website above.

① Application Form: Form 1

Please fill out and upload the form on SEUT-RA Application System.

\*Neither seal nor signature is required.

② **(Type A applicants only)** Evaluation Form from current academic supervisor: Form 2

Request **Evaluator (current academic supervisor) to fill out the form.**

And then, **request Evaluator to upload the form** following the instructions on SEUT-RA

Application System.

\*Neither seal nor signature is required.

- ③ Academic Transcripts (in all **undergraduate, master's, and doctoral** programs)  
Please upload electronic format of the transcript, or a scanned data of paper version.  
If the applicant is unable to submit academic transcript within the application period due to unavoidable circumstances, a document explaining the reason for this, or in the case that the transcript can be viewed online, a PDF version or a screenshot should be uploaded instead of the academic transcript.

\*In order to prevent false applications, uploaded transcripts may be cross-checked with the academic records held by the University of Tokyo.

- ④ JSPS “Research Fellowship for Young Scientists” Evaluation Results (only students who applied for the fellowship):

Students who applied for the 2021 JSPS “Research Fellowship for Young Scientists” (*Tokubetsu Kenkyuin*) program and were not selected must submit their evaluation results.

Note) JSPS: The Japan Society for the Promotion of Science (*Gakushin*)

At the login completion screen of JSPS online electronic application system website, evaluation results are displayed (A, B, C, etc.).

Applicants should **save the screen as a PDF or take a screenshot**, and upload it.

It is not necessary for applicants to submit JSPS evaluation results when they have been interviewed for the “Research Fellowship for Young Scientists” program and applied for this program, but their acceptance has not yet been announced.

In addition, those who are unable to access JSPS evaluation result screen due to expiry of PW to log in, etc., they do not need to submit, but must provide the circumstances on SEUT-RA Application System.

## 7. Selection Announcements and Acceptance Procedures

- (1) In late September 2021 (expected), selection results will be announced to applicant's email address registered in SEUT-RA Application System.
- (2) Accepted applicants will receive via e-mail both acceptance notification and acceptance procedures information. If the acceptance procedures are not completed within the specific time period, the applicants will be considered to have declined.

## 8. Management with other scholarships and awards

- (1) Any student who falls under one of these criteria at the start of the SEUT-RA program is ineligible to participate in the SEUT-RA program.

Ineligible students:

- ① Students receiving the MEXT Scholarship for International Students (including students equivalent to government-sponsored foreign students, such as JICA-FRIENDSHIP Scholarship Program members.),
- ② Foreign government sponsored students (including Chinese students in the “国家建设高水平大学公派研究生项目” by CSC),
- ③ JSPS Research Fellowship for Young Scientists (*Tokubetsu Kenkyuin*),
- ④ Special Scholarship for International Students recipients, University of Tokyo (The University of Tokyo Fellowship),
- ⑤ Recipients of scholarships from the “Program for Leading Graduate Schools” or an “International Graduate Program for Excellence.”,
- ⑥ Fellowship students of “The University Fellowship Program for Science and Technology Innovations”,
- ⑦ Recipients of funds from the “Leadership Development Program for Ph.D. (LDPP)”.

Note) MEXT: Ministry of Education, Culture, Sports, Science & Technology

JSPS: Japan Society for the Promotion of Science

CSC: China Scholarship Council

If, at the time of application, those who fall under one of these criteria, but their benefits will end prior to October 1, 2021, they may apply for SEUT-RA program. Applicants in this situation should note this on their application form and report their current status in October.

- (2) The following scholarships may be used in combination with SEUT-RA, except in cases where specific arrangements for scholarships not to be used with other plans have already been defined.

May be used in combination:

- ① Students receiving a JASSO loan,
- ② Students receiving JASSO Honors Scholarship for Privately Financed International Students (*Gakushu Shoureihi*),
- ③ Students employed as technical or office assistants by the University of Tokyo,
- ④ RAs based on the Research Assistance Operational Guidelines of the University of Tokyo,
- ⑤ Persons who are exempt from full or half tuition based on paragraph 1, Article 39 of regulations at the University of Tokyo,
- ⑥ Other recipients of various scholarships with no obligation to return, and student loan recipients.

Before applying to SEUT-RA, all arrangements of each program should be verified. In particular, students with scholarships/fund sources from various organizations should thoroughly examine the details of their conditions before applying.

Regarding scholarships for which there is no obligation to return: the amount of scholarship disbursements for a given month and the amount disbursed via SEUT-RA program cannot

total more than 200,000 yen. If this limit is exceeded, SEUT-RA salary amount will be reduced. .

Additionally, for research assistants (RA), the amount disbursed from research duties plus the amount disbursed via SEUT-RA program cannot total more than 200,000 yen. If this limit is exceeded, SEUT-RA salary amount will be reduced.

## 9. SEUT-RA Recipient Responsibilities

- (1) Recipient of the SEUT-RA program must apply for the JSPS (*Tokubetsu Kenkyuin*) Research Fellowship for academic year 2023 in the spring of 2022. However, students who will complete a doctoral program between April 2022 and March 2023 are exempt from this rule. **Please note:** Individuals who neglect to complete this application may (upon failure to complete the application) have their acceptance to the program revoked and may be asked to return funds they have received.
- (2) Recipient of SEUT-RA must submit monthly report in specified format regarding research progress and status of scholarships they receive every month. Additionally, if a recipient has decided to accept funds from another scholarship, RA program, etc., and thus must withdraw from SEUT-RA program, the department office must be informed as soon as possible, along with the monthly report.

## 10. Precautions and Notes

- (1) If the necessary documents are not completed within the specified period, the application will not be accepted.  
However, consideration will be given to applications that could not be submitted within the application period due to the impact of the spread of the novel coronavirus disease.
- (2) Recipient must comply with the items stipulated in The University of Tokyo Graduate School of Engineering and Research Doctoral Course Special RA System Guidelines.
- (3) If a false application is found, acceptance to SEUT-RA program may be revoked or applicants may be asked to return the salary they have received.

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Graduate School of Engineering, The University of Tokyo