Financial Aid for English Proofreading AY 2017

Graduate School of Science and Engineering has offered "Financial Aid for English Proofreading" which provides financial assistance for proofreading expenses of English article manuscript if the applicant is its First Author.

As the application for "English Article Manuscript Proofreading Expenses" in the Program to Support the Submission of Academic Papers in English (for Graduate Students) has been started since the fall semester AY 2017, we have changed the operation as follows.

1. Overview

Students who haven't been approved their application for "English Article Manuscript Proofreading Expenses" in the Program to Support the Submission of Academic Papers in English (for Graduate Students) offered by Office of Graduate Studies or who have written a second or later thesis are eligible to apply for Graduate School Science and Engineering "Financial Aid for English Proofreading".

◆**URL for "Program to Support the Submission of Academic Papers in English (for Graduate Students)"offered by Office of Graduate Studies**

Master: http://www.ritsumei.ac.jp/ru_gr/g-career/eng/fellow/master/article.html/?id=52

Doctor: http://www.ritsumei.ac.jp/ru_gr/g-career/eng/fellow/doctor/article.html/?id=52

1) Application eligibility and the target theses to Graduate School of Science and Engineering "Financial Aid for English Proofreading"

　① All students in the Graduate School of Science and Engineering (available to all years)

　② The costs associated with proofreading of English papers/ theses applicants wrote as a First Author.

　③ Paper/Theses which were not approved for applications for "Program to Support the Submission of Academic Papers in English (for Graduate Students)" offered by Office of Graduate Studies.

　④ The second or later paper/theses in case an applicant has already applied and been approved for "Program to Support the Submission of Academic Papers in English (for Graduate Students)" offered by Office of Graduate Studies.

　⑤ Applicants who will be able to submit an invoice from the proofreading service provider within the Proofreading Period to the administrative office, Graduate School of Science and Engineering.

2) Financial Aid Upper Limit: 50,000JPY per article (application types: up to 50,000 yen/30,000yen/10,000yen)

3) Application Period: **Only once per fiscal year**
Friday, January 5, 2018 to Wednesday, January 17, 2018

4) Application Documents

　① "Financial Aid for English Proofreading Application Form" (You can download it from Graduate School of Science and Engineering webpage)

　② An Invoice from the proofreading service provider

　　(In case your academic supervisor pays the fee on behalf of you, submit a receipt and a designated proof of payment with academic advisor's signature and Hanko on them.

　③ Delivery Slip (*NOUHINSHO* with signature and Hanko on the backside)

　④ Copy of English Papers (Only the page(s) showing 'author name' would be acceptable, if there are so many pages)

5) Place to Sumbit the Application Documents

Administrative Office, Graduate School of Science and Engineering (1st floor, Core Station)

2. How to select the recipients / Results

1) How to select the recipients

Once the number of applicants reaches the budget amounts, we will adjust the number of recipients by reducing the aid provided to each applicant or decide the recipients by taking major, laboratory, and past adopted history into consideration.

2) How to announce the results

The result will be informed applicants via CAMPUS WEB.

[Announcement date] Wednesday, January 31, 2018

Note   The addresses on an Invoice and a Delivery Slip should be "学校法人立命館"(Gakkou Houjin Ritsumeikan).