

Application Guidelines for Global COE Program Scholarship C AY2014 (Prize Fellowship for Doctoral Degree Students in Global COE Research Project)

September 2014
Office of Graduate Studies
Ritsumeikan University

This scholarship is to support excellent doctoral students, who research at the research-hub of “Education, Research and Development of Strategy on Disaster Mitigation of Cultural Heritage and Historic Cities”, where is selected by the MEXT as Global COE Program.

The Academic Year 2014 application guidelines for Global COE Program Scholarship C (Prize Fellowship for Doctoral Degree Students in Global COE Research Projects) are as follows;

1. Requirements for Application:

* Applicant should fulfill all the conditions below;

- (1) Doctoral students in Year 3 or above at the Graduate School of Ritsumeikan University in AY2014
- (2) Conduct research related to themes promoted by the research-hub of “Education, Research and Development of Strategy on Disaster Mitigation of Cultural Heritage and Historic Cities”

2. Scholarship Amount and Number of Recipients:

- Scholarship Amount: 250,000 JPY/ year (grant)/person
- Number of recipients: Doctoral students in Year 3 or above... 3 students/year

3. Numbers of scholarships available:

- Doctoral students in Year 3 or above... 3 students/year

4. Application Procedures:

Applicants are required to submit the designated application form within the application period to the Office of Graduate Studies.

(1) Application period: Wednesday 1st October, 2014 – Thursday 9th October, 2014

(*The office is closed on Sat. and Sun.)

* **No exceptions or extensions will be made. Please DO NOT MISS the deadline.**

(2) Documents to be submitted

A. Use your Rainbow ID and log on to the Ritsumeikan University Search Engine of Academic Record and Career History of Young Researchers (Ri-SEARCH). Print out the application package and complete page 1 by filling in your name, contact information, etc.

Ritsumeikan University Search Engine of Academic Record and Career History of Young Researchers
(Ri-SEARCH): <https://ri-search-web.ritsumei.ac.jp/>

B. For page 2 of “Status of research to date” and onwards of application package, download MS Word for completion.

C. Report related to below themes (approximately 600 words) Free format, need to mention applicant's name and Student ID number

【Theme】 • What the Disaster Mitigation of Cultural Heritage and Historic Cities should be?

- How would you contribute for that?
- How would you like to apply your research to the society?

D. If applicable: Report on Research Progress

If you have been selected for the Global COE Program Scholarship already, you must submit a report of your research process and achievements after you receive the scholarship.

Free format, need to mention applicant's name and Student ID number

* Submit above A, B and C (If applicable, D) together.

* Total page of A and B should be 8. If you have additional page, attach them after page 8.

* Forms A and B in MS Excel can be downloaded at:

<http://www.ritsumeikai.ac.jp/rugr/g-career/fellow/article/?id=14>

* Documents are to be completed in MS Word format.

* Documents should be printed out **double-sided** and submitted 1 copy.

* Please do not adjust any frames and/or boxes on the forms of A and B.

* Any disadvantages caused by the applicant not following application instructions found on the application forms, etc. are the sole responsibility of the applicant.

(3) Where to submit

Applications should be submitted to one of the following:

KIC: Office of Graduate Studies (2nd Floor, SHITOKUKAN)

BKC: Office of Graduate Studies (1st Floor, AD-SEMINARIO)

Office hours: Mon – Fri: 10:00-11:30, 12:30-17:00

*Please submit during above office hours.

[Mailing Address]

1-1-1 Nojihigashi Kusatsu, Shiga 525-8577

Office of Graduate Studies Ritsumeikan University

(The application must be arrived by **Thursday 9th, October, 2014**)

5. Notification of Results:

In early November (Individual results will be sent by post.)

6. Payment Period:

Mid December, 2014 (scheduled)

7. Method of Disbursement:

The lump sum scholarship will be deposited directly in the recipient's bank account after a certain process of disbursement is taken.

8. Cancellation of the Scholarship:

When the recipient falls into any conditions below, we may cancel the scholarship payment:

- (1) When the recipient is removed from the school register in the year they receive the scholarship.
- (2) When the recipient takes a leave of absence in the year they receive the scholarship.

- (3) When the recipient has been subject to discipline based on the regulations for student discipline.
- (4) When the student is deemed unfit for any reason to be recipient of the scholarship.

9. Other:

- (1) ~~Recipients of other scholarships, such as government-sponsored international students, may not qualify to receive more than one scholarship. Those who fall under this category should confirm eligibility with the International center and/or the administrative office of their graduate school.~~
- (2) Handling of application documents and personal information
 - Application documents will be used only for screening. The documents will not be returned.
 - Personal information in the application documents will be used for screening purposes only.
- (3) You are not able to receive both “KENKYU-SHOREI Scholarship” (Prize Fellowship for Doctoral Degree Students) and Global COE Program Scholarship C. However, you are allowed to receive the scholarship or research fund other than above unless otherwise specified.
~~*You are able to apply both for “KENKYU-SHOREI Scholarship” and “Global COE Program scholarship C”~~
- (4) You will not be able to apply for this scholarship if the regulations of a previously received scholarship or research fund forbid receiving multiple scholarships.

Office of Graduate Studies, Ritsumeikan University Tel: (077)561-4941 E-Mail: g-coe@st.ritsumei.ac.jp
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