

Scholarship Application Guide (for International Students)

National Federation of University Co-operative Associations Scholarship Foundation

Website: <https://www.univcoop.or.jp/syogakuzaidan/business/requirements.html>

About this scholarship

This scholarship is intended to provide financial support to students (=dependents) who have lost their supporter (=person supporting the dependent) while studying abroad and have financial difficulties in continuing their studies.

Amount of scholarship

100,000 yen (grant-type, no repayment required)

* If the period between the supporter's death and the applicant's graduation is less than 5 (five) months, the amount of scholarship is 20,000 yen per month.

* Please note that the requirements of this scholarship are strict. We will conduct a screening process for the applications.

Requirements

International students who meet all of the following requirements (1 to 3).

(1) The applicant has lost his/her supporter while studying at an eligible university or technical college.

* Supporter means a parent or relative who share the same family register and is paying the applicant's tuition fees.

(2) The applicant must be a member of the university co-op of an eligible university or technical college.

(3) In principle, the application must be submitted within 1 (one) year of the supporter's death.

* Please refer to the [List of Eligible Universities and Technical Colleges/対象の学校・インターカレッジグループ一覧表 \(PDF, in Japanese\)](#).

Conditions that will invalidate your application (you will not be able to apply again)

(1) The applicant does not complete the documents required for screening within 1 (one) year from the date of online application.

(2) 6 (six) months have passed since the applicant lost his or her student status at the university/school where he or she studied after submitting the online application.

(3) The applicant withdraws from the process.

How to apply

Apply online. Please fill out the application form, attach the required documents below, and send it to us. [Click here for the application form/大学生協学業継続奨学金応募フォーム \(in Japanese\)](#).

The required documents

* Please be sure to attach all three documents.

- (1) Documents such as pay slip and account book that prove the amount of income for the period from January to December of the previous year in which the supporter died. Please submit documents for the deceased supporter AND his/her spouse. (Please attach a Japanese translation of the documents.)

* If the person has no income, please attach a document issued by the local government or tax office of his or her place of residence abroad certifying that he or she has no income.

- (2) A copy of the applicant's student ID.
- (3) A copy of the applicant's university co-op membership card.

We can send the application form by mail, but it is also written in Japanese.

Screening process

We will guide you through the screening process in the following steps (1), (2) and (3). (Information will be provided in Japanese.)

- (1) First screening will be conducted based on the contents of the online application and the data in the required documents.**

* If there are blank columns in your application or incomplete data in the required documents, you may be asked to submit additional documents before proceeding to second screening.

- (2) If your application passes the first screening, you will be informed of the required documents for the second screening.**

In the second screening, you will be required to submit the specified documents by the specified date.

Documents to be submitted for the second screening

* All documents must have Japanese translation. You can also submit data like pictures and copies.

To be submitted by all applicants

- (1) A copy of the applicant's Residence Card (in Japanese: *Zairyu Card*, both sides).
- (2) Document issued by the university proving that the applicant is a privately funded

student (not a government funded student).

- (3) Document issued by a foreign government, etc., proving that the supporter has passed away.
- (4) Bank Transfer Account Designation Form.
- (5) Questionnaire (optional).

To be submitted only by international students whose deceased supporter is not their parent

Documents proving the kinship between the deceased supporter and the student:

- Documents issued by a foreign government that include the names, addresses, and relationship between the student and the deceased supporter.

(3) After passing the second screening, you will be notified of the scholarship payment date.

For students who meet the eligibility requirements but do not pass the screening, we will send them a Tosho Card (worth 1,000 yen) as a token of sympathy.

Handling of personal information

The personal information submitted at the time of application will be used by the Foundation for the purpose of screening, granting, and promoting the program. In addition, we will provide your name, year, status of scholarship, and scholarship amount to the university co-op you belong to.

* We will strictly manage the application data and screening documents you send us in accordance with our regulations. Please note that the screening documents will not be returned.

Inquiries

For inquiries, please contact the Secretariat.

- (1) Inquiries by e-mail (please write in Japanese or both in Japanese and English).

[Inquiry form/お問い合わせフォーム \(in Japanese\)](#)

- (2) Inquiries by phone (Currently, we do not have an English-speaking person. Please call us with someone who can assist you in Japanese.)

Tel: 03-5307-1126 (10:00-16:00, closed on weekends and holidays)

奨学金応募についてのご案内（留学生用）

一般財団法人 全国大学生協連奨学財団

HP：<https://www.univcoop.or.jp/syogakuzaidan/business/requirements.html>

制度について

扶養者を留学中に亡くして経済的に学業継続が困難になった学生へ、奨学金支給による支援を目的とする奨学制度です。

給付金額

10万円（返済不要）

※扶養者死亡から卒業までの期間が5カ月以内の場合は、1カ月につき2万円の割合です。

※支給条件は厳しいことを予めご了承ください。審査基準に基づき、支給決定を行います。

応募資格

下記の①～③全てに当てはまる留学生

① 対象の大学・高等専門学校へ留学中に扶養者を亡くした

※扶養者とは…父母、または父母の代わりに学費を負担している戸籍を同じくする親族

② 対象の大学・高等専門学校の大学生協組合員である

③ 扶養者を亡くした後、（原則）1年以内の応募である

※対象の大学・高等専門学校は『[対象の学校・インターカレッジコープ一覧表\(PDF\)](#)』から確認してください。

応募の無効となる条件（2回目の応募もできなくなります）

① Web 応募日から、1年を経過しても審査に必要な書類が揃わない

② Web 応募後、留学先の学校から学籍がなくなり、6か月を過ぎた

③ 本人が辞退した

応募方法

Web で応募。応募フォームへ入力し、下記必要書類のデータを添付した後、送信してください。[応募フォームはこちら](#)

【必要書類のデータ】※3つ全てのデータを必ず添付してください

① 扶養者が亡くなった年の前年1月～12月の所得金額を証明する、給与明細書や帳簿などの書類。亡くなった扶養者とその配偶者2名分。（和訳版の書類も添付してください）

※収入が無い場合は、海外居住地の自治体や税務署が発行する無収入を証明する書類

② 留学先の学生証（本人のもの）

③ 大学生協の組合員証（本人のもの）

※応募用紙を郵送した方法もありますが、Web 応募同様日本語表記となります。

審査の流れ

下記①②③の流れで審査のご案内を行います。(日本語でのご案内となります)

① Web 応募の内容と必要書類のデータに基づいて、1次審査を行います。

※応募内容に空欄がある場合や、必要書類のデータに不備がある場合は、②へすすむ前に追加提出をお願いする場合があります。

② 1次審査を通過した場合、2次審査での必要提出書類についてご案内します。

2次審査では、指定する書類をそろえて、指定日までに提出していただきます。

※2次審査での提出書類

全て和訳版の書類を添付してください。写真を含むデータやコピーでも提出できます。

【全員提出】

- ① 在留カード(両面)のコピー
- ② 大学発行で、私費留学であること(国費留学でないこと)を証明する書類
- ③ 外国政府等が発行で、扶養者が亡くなったことを証明する書類
- ④ 振込先口座指定用紙
- ⑤ アンケート(任意)

【亡くなった扶養者が父母以外の留学生のみ提出】

亡くなった扶養者と学生本人との親族関係を証明する書類

・外国政府等が発行した書類で、扶養者と学生本人の氏名、住所、間柄の記載があるもの

③ 2次審査を通過後、奨学金支払い日をお知らせします。

※応募資格に該当するが、審査を通過しなかった学生の場合は、お見舞として図書カード(1,000円分)をお送りします。

個人情報の取扱いについて

応募時に提出した個人情報は、当財団の審査・支給業務及び制度推進を目的に利用します。また、ご自身が所属する大学の生協に、氏名、学年、給付の有無、給付金額について提供します。

※送っていただいた応募データや審査書類は、当財団の規定により厳格に管理いたします。なお、審査書類については返却いたしませんのでご了承ください。

問合せ先

大学生協奨学財団事務局までお問い合わせください。

- ① メールでの問合せ(和訳した文章で送ってください) [お問い合わせフォーム](#)
- ② 電話での問合せ(申し訳ございませんが、当財団で英語対応できる担当者おりません。日本語のアシストができる方と一緒に電話ください。)

TEL : 03-5307-1126 (営業時間10:00~16:00 土日祝休み)