

JAPANESE GOVERNMENT (MONBUKAGAKUSHO: MEXT) SCHOLARSHIPS TEACHER TRAINING STUDENT 2016

APPLICATION SUBMISSION CHECKLIST

	Description	Original	Copy
①	Application Form (prescribed)	2	1
②	Placement Preference Application Form (Annex) (prescribed)	1	2
	Photographs or digital image (4.5cm X 3.5cm) taken in 6 months, must be pasted on original Application Forms and Application Form (Annex)	3	-
③, ④	③ Certified academic transcript for each academic year and ④ Degree certificate * For candidates who have completed Master's degree, please submit also certified academic transcript and degree certificate for Bachelor's degree.	1	2
⑤	Certificate of employment (official letter issued by the present place of employment, must indicate duration of employment)	1	2
⑥	Recommendation from the present employer (any format)	1	2
⑦	Health Certificate (prescribed)	1	2
⑧	Proof of Japanese language proficiency (ex. JLPT) (optional)	1	2

IMPORTANT NOTES:

1. All documents submitted must be written in **English or Japanese** language only and printed on A4 size paper (8.5" X 11").
2. Please use prescribed forms for documents indicated with "prescribed".
3. Please indicate ①~⑧ on the upper right corner of respective forms.
4. For "Copy" of Application Form and Placement Preference Application Form, please photocopy with the photograph pasted on the original forms.
5. Course guidebook is available at the following URL.
<http://www.my.emb-japan.go.jp/English/JIS/education/scholarship/scholarship.htm#F>
6. For "Certified academic transcript" and "Certified degree certificate", **certification should only be done by the university which issued the transcript¹**. Certification by employer is not accepted.
7. For Health Certificate, please do medical checkup at ANY clinics or hospitals registered with the Ministry of Health, Malaysia.
8. The interviews are scheduled on end of February or early March 2016.

Application Due Date: 5th February 2016 (Friday)

¹ Alternatively, certification by (a) any grade M41 officer from the Ministry of Higher Education, Malaysia [certification must show the certifying officer's name, position and division/department in the ministry], (b) embassy/high commission of the country where the university is located, (c) commissioner for oaths, or (d) notary public is also accepted.