

Special program for priority placement of foreign students
Niigata University Graduate School of Medical and Dental Sciences
Application Guidelines for PhD course students
Enrollment: October, 2025

Niigata University Graduate School of Medical and Dental Sciences was allowed to take part in “Special program for priority placement of foreign students” approved by Japanese Ministry of Education, Culture, Sports, Science, and Technology (MEXT).

The following application guidelines were created for selection of students willing to take part in this special postgraduate academic program (PhD course). In accordance with the following terms and conditions, student admitted as a member of the abovementioned special academic program (PhD course) will be regarded as a regular student of Niigata University.

The target regions for this recruitment are Southwest Asia (India, Sri Lanka, Nepal, Pakistan, Bangladesh, Bhutan, Maldives) and Southeast Asia (ASEAN) (Indonesia, Cambodia, Singapore, Thailand, Philippines, Brunei, Vietnam, Malaysia, Myanmar, Laos).

1. Recruiting personnel

Course: Biological Functions and Medical Control, Molecular and Cellular Medicine, Community Disease Control

Program	Personnel
Human Resource Education Development and Networking for fighting Emerging and Re-emerging Infectious Diseases in the Asia/Pacific Rim	4 students

2. Application qualifications

Applicants must have a recommendation from universities and institutions which have signed collaboration agreements with Niigata University or a recommendation from the President or Dean of applicants’ graduate school.

Age: Those who were born on and after April 2, 1990.

It should be noted that the final decision on applicant’s eligibility will be made in accordance with Niigata University Graduate School regulations.

3. Application period

December 12, 2024 – December 18, 2024 (on or prior to the date)

4. Application procedures

(1) Submitting the application

Applicants must submit the following "Application Forms" to the G-MedEx, Education Center, Niigata University. Please note that you must submit application documents within the application period. It is desirable to send all the documents to the G-MedEx as soon as possible.

(2) Application forms

Documents	Explanation
① Japanese government (MEXT) scholarship application form (obligatory) [Form 1]	<ul style="list-style-type: none"> · Please use the attached form (<u>double-sided print</u>); · Please paste a photo into the designated space (4.5 x 3.5 cm, upper-body, full-faced, uncapped. Write your name and nationality on the reverse. Digital photo also acceptable); · Please send <u>two</u> copies of documents.
② Field of Study and Research Plan (obligatory) [Form 2]	<ul style="list-style-type: none"> · Please use the attached form (<u>double-sided print</u>).
③ Recommendation letter (obligatory)	<ul style="list-style-type: none"> · <u>Please prepare the recommendation letter for Prof. Tatsuo USHIKI, President of Niigata University (This letter must be from the Dean of your last graduate school or a person in higher position).</u> · Format is free.
④ Proof of citizenship (obligatory)	<ul style="list-style-type: none"> · Please prepare a copy of your passport (A copy of your family register or certificate such as Certificate of Citizenship from your home country) .
⑤ Academic transcript of the last university attended (obligatory)	<ul style="list-style-type: none"> · Please prepare an academic transcript of each academic year issued by the last university attended (graduate or undergraduate); · Please also prepare a grading system list shows applicant's university grade points. <p>Japanese MEXT requires to transfer grades of foreign students to the Japanese GPA grading system. Please see below (*).</p>
⑥ Graduation certificate (obligatory)	<ul style="list-style-type: none"> · Please prepare a graduation certificate or degree certificate of the last university attended (graduate or undergraduate) (or an attested document certifying that the applicant will graduate from the school, where applicable).

⑦ Academic performance (optional)	<ul style="list-style-type: none"> · Please prepare document that proves the applicant's academic excellence at the last university attended (for example, GPA, class placement, individual ranking or any other indicators showing the applicant's academic performance at the university).
⑧ Abstracts of theses (obligatory)	<ul style="list-style-type: none"> · Format is free · If there are no papers, please explain the reason (for example, because there is no such curriculum, etc.) .
⑨ Health certificate (obligatory) [Form 3]	<ul style="list-style-type: none"> · Please see and use the attached form.
⑩ Proof of language ability or other special skills Scores valid after November 10, 2021	<ul style="list-style-type: none"> · Certificate which proves your language proficiency such as score of TOEFL, TOEIC, IELTS, Japanese language proficiency test or the Examination for Japanese University Admission for International Students (EJU). Submission is strongly recommended.

※Documents must be written in English. They should be created in A4 format using software such as MS Word and must be printed double-sided (duplex printing).

※Please submit electronic data along with the original.

※ Submitted documents will not be returned.

(* Only outstanding students with a Grade Point Average (GPA) of 2.3 (out of 3) or higher can be accepted for all scholarship types (general, special, SATREPS and e-ASIA formats).

How to Calculate the GPA based on the formula specified by MEXT

It is calculated using the table and formula below.

Grade Point Conversion Table:

Classification	Grade				
4 step evaluation		Excellent	Good	Fair	Fail
4 step evaluation		A	B	C	F
4 step evaluation		100-80	79-70	69-60	59~
5 step evaluation	S	A	B	C	F
5 step evaluation	A	B	C	D	F
5 step evaluation	100-90	89-80	79-70	69-60	59~
Grade Point (GP)	3	3	2	1	0

Calculation Formula:

$$\text{GPA} = ((\text{No. of Credits with GP3} \times 3) + (\text{No. of Credits with GP2} \times 2) + (\text{No. of Credits with GP1} \times 1) + (\text{No. of Credits with GP0} \times 0)) / \text{Total Number of Registered Credits}$$

Note 1 : If your home university does not use any credit system, consider the number of classes as the number of credits.

Note 2: In the case of credit transfer, only credits after transfer are counted.

Note 3: Any Grades which are not shown in the above table such as “Passed” and “Credited” should not be included in calculation.

Note 4: If the academic performance coefficient is fractional, round it down to two decimal points.

(3) Contact information

The G-MedEx Team

G-MedEx office in the Education Center

Niigata University Graduate School of Medical and Dental Sciences

1-757 Asahimachi-dori, Chuo-ku, Niigata-shi, 951-8510, Japan

g-medex@med.niigata-u.ac.jp

5. Selection methods

The decision on program participants will be made according to results of the interview and review of documents.

[Note] Interview can be conducted using Internet (audio and video communication) or it may be personal (face-to-face interview).

6. Date of the interview

In January 2025

Exact time will be announced later.

7. Notification

February 2025: Notification of acceptance or rejection for admission to Niigata University

End of June 2025: Notification of acceptance as a MEXT Scholar

Results of the selection will be notified to the applicant.

8. Expenses (tuition fees, etc.)

(1) Fees for matriculation, tuition and entrance examinations will not be charged.

(2) Student's accident insurance and personal life insurance

40,710 yen (for 4 years) *subject to change

9. Scholarship amount and Travel expense

145,000yen per month

Airline tickets for travel to and from Japan

[Note] The airline tickets are for international flights from/ to your country of origin and does not cover transportation costs for domestic travel.

10. Cancellation of admission

(1) In case, after completion of all admission procedures student cannot successfully accomplish requirements that had been expected, admission can be cancelled.

(2) If any part of the student's application documents is found to be falsely stated or incorrect, admission can be cancelled.

11. Others

(1) The date of arrival is scheduled for the latter half of September.

(2) For housing, the co-op affiliated with Niigata University will provide a furnished apartment (rental market rate for a one-bedroom apartment: 35,000-50,000 yen).

(3) When you come to Japan, you will come alone. After you have settled down in

Japan, you may apply for visas for your family members on your own.

(4) If you have submitted an expected graduation certificate, please be sure to submit a graduation certificate or diploma as soon as you graduate.