

Announcement of GSST Financial Support for Overseas Activities in 2024

Support for travel expenses for international conference and internship

To promote international experiences of the GSST students, GSST offers financial support for overseas academic activities including presentation at an international conference and overseas internship as follows.

1. Eligibility

Master's and Doctoral students of GSST

2. Overseas activities

Financial support will be provided for;

(1) Presentation at an international conference

-Applicants should be a presenter at an international conference held overseas.

(2) Overseas internship

-Applicants should conduct overseas internship for more than 30 days.

3. Amount of financial support

(1) Presentation at an international conference

Travel expense (fixed amount as shown in the table below) and accommodation expense (¥5,000- ¥8,000 per night. See table below.) will be paid. For overnight flights, accommodation expense will not be paid.

*Conference registration fees are not supported. *The maximum support is ¥200,000.

*The amount of support may be subject to change.

(2) Overseas internship

Travel expense (fixed amount as shown in the table below) and accommodation expense (¥3,000 per night) will be paid. For overnight flights, accommodation expense will not be paid.

※The maximum support is ¥400,000.

※The amount of support may be subject to change.

Travel expense

Region/Country		Amount
East Asia	Korea, Taiwan, Hong Kong, Macao	¥40,000
	China, Mongolia	¥60,000
Southeast Asia		¥70,000
South Asia		¥90,000
Middle East		¥100,000
Africa		¥110,000
Oceania		¥110,000
North America		¥150,000
Central America, Caribbean		¥150,000
South America		¥170,000
Europe		¥130,000

Accommodation expense

Region/Country	Amount
Paris, London, New York, Washington, DC	¥8,000
North America, Europe, Parts of the Middle East	¥7,000
Seoul, Hong Kong, Bangkok, Oceania	¥6,000
China, Taiwan, Central and South America, Africa	¥5,000

4. Required documents for application

(1) Presentation at an international conference

- ① Financial Support Application Form: International Conference
(Prescribed form 1 / Fill out in English)
- ② Application summary (Prescribed form)
- ③ Copy of website or official announcement of the conference with conference name, date and venue
- ④ Copy of TOEFL (TOEFL-ITP is not acceptable), TOEIC (TOEIC L&R IP is not acceptable) or IELTS score

Note: Scores obtained before April 2022 are not valid. Native speakers of English are exempted. Scores should be entered to ASO system.

- ⑤ Copy of website of "My page" after registering for "Reallyenglish"
https://www.kumamoto-u.ac.jp/kokusaikouryuu/global-suishin/online_eigokyouzai

(2) Overseas Internship

- ① Financial Support Application Form: Overseas Internship
(Prescribed form 2 / Fill out in English)
- ② Application summary (Prescribed form)

- ③ Copy of a letter of acceptance from a host institution or a host advisor
- ④ Copy of TOEFL (including TOEFL-ITP), TOEIC (including TOEIC L&R IP) or IELTS score
Note: Scores obtained before April 2022 are not valid. Native speakers of English are exempted. Scores should be entered to ASO system.
- ⑤ Copy of website of "My page" after registering for "Reallyenglish"
https://www.kumamoto-u.ac.jp/kokusaikouryuu/global-suishin/online_eigokyouzai

5. Minimum Requirement for English Language Proficiency

TOEIC : 550; TOEFL-iBT : 61 ; IELTS : 5.0;

Note: Scores obtained before April 2022 are not valid.

6. Application period

	Period for conducting proposed activities	Application period
Spring Semester	April 1 - September 30, 2024	May 14, 2024- June 14, 2024, 4 pm
Fall Semester	October 1, 2024 - March 31, 2025	September 13, 2024-October 15, 2024, 4pm

※When activities start in the spring semester and end in the fall semester, submit application in the spring semester.

7. Submission of application

Submit required documents after receiving your supervisor's consent.

Submit to: Moodle site below

<https://md.kumamoto-u.ac.jp/course/view.php?id=84543>

8. Restriction for applications

You are not eligible for the support;

- if you receive financial support for travel/accommodation expenses from another source for the same activity.
- if you conduct internship in your home country.

9. Selection procedure

<General>

- The committee will select successful applicants by reviewing submitted documents.
- Applicants with higher English scores will be prioritized.
- When applicants have the same points, applicants who are in Terada Torahiko fellowship program, double degree program (DDP), Aim-High program, or enrolled in the regular Japanese program with registration in IJEP will be prioritized.
- Applicants who have not been awarded with any financial support from GSST will be prioritized.
- Academic records may be considered when necessary.
- Applicants are eligible to receive one or both kinds of financial support in each course (master or doctoral course).

<International conference>

- Applicants who plan to give an oral presentation will be prioritized.

<Overseas internship>

- Applicants may be interviewed.

10. Notice of selection results

Results of selection for spring semester and fall semester will be informed to the applicants and their supervisor by the end of August and by the end of January, respectively.

11. Required documents and procedure before conference/overseas internship (if you are selected)

Submit following documents to Academic Affairs Section before you leave Japan.

※Submission details and forms will be announced to recipients later.

(1) Presentation at an international conference

- Itinerary
- Bank Account and Profile Registration Form
- Notification of Overseas Travel
- Copy of your overseas travel insurance
- Copy of your registration in overseas travel registration (Tabiregi) from the Ministry of Foreign Affairs of Japan website. (Only for Japanese students)
*<https://www.ezairyu.mofa.go.jp/tabireg/>
- OSSMA Registration Form
- Copy of passport page with holder's name and photo

(2) Overseas internship

- Itinerary
- Bank Account and Profile Registration Form
- Notification of Overseas Travel
- Copy of your overseas travel insurance
- Copy of your registration in overseas travel registration (Tabiregi) from the Ministry of Foreign Affairs of Japan website. (Only for Japanese students)
*<https://www.ezairyu.mofa.go.jp/tabireg/>
- OSSMA Registration Form
- Copy of passport page with holder's name and photo

12. Required documents after conference/overseas internship

Submit following documents to Academic Affairs Section within two weeks after you return to Japan.

※Submission details and forms will be announced to recipients later.

(1) Presentation at an international conference

- Report of International Conference
- Copy of the program where the title and authors appear
- All boarding passes

(2) Overseas internship

- Report of Internship
- Evaluation of Internship [filled out by your host advisor]
- All boarding passes

13. Responsibility after conference/overseas internship

- Give an oral presentation in English at a meeting to report activities (details will be given later).
- Students who conducted overseas internship should obtain the credit from the subject, INTERNSHIP I or II, if the credit has not been taken yet.
- Submit an English score (TOEFL (including TOEFL-ITP), TOEIC (including TOEIC L&R IP) or IELTS) taken within 6 months after returning to Japan. Reallyenglish practice exam score is also acceptable. Scores should be entered to ASO system.

【Important Notes】

- ① Only international activities eligible for support will be supported by this grant. The support does not apply to stays for other purposes incidental to these activities.
- ② This financial support cannot be combined with another travel fund provided from other budget.
- ③ Support shall be paid in two or three months after your trip is completed. If the overseas activity was cancelled by unavoidable circumstances, neither financial support nor cancellation fees for flight and accommodation will be paid.
- ④ Overseas activities and all paperwork have to be completed within this academic year.
- ⑤ GSST may revoke the payment of the support;
 - if recipient declines the financial support
 - if any false statement is found in the application documents
 - if recipient loses eligibility.
- ⑥ Notify to your professor and GSST Personnel Affairs Section about duration of your trip if you are hired by Kumamoto University as a teaching assistant (TA), research assistant (RA) or technical assistant.
- ⑦ One student can submit applications to both activities, but only one application to each activity is allowed.
- ⑧ You are required to confirm in advance that you will be able to obtain a visa for your destination and countries for transit. Obtaining a visa is your responsibility.
- ⑨ If you decline our support due to unavoidable circumstances, you have to inform Academic Affairs Section of GSST immediately.
- ⑩ Consult Academic Affairs Section of GSST, if you cannot submit some of required documents for application such as English scores due to unavoidable circumstances.
- ⑪ Apply for the ICAST travel expense support, if you attend ICAST.