

FY 2022 University Fellowship Founding Project for Innovation Creation in Science and
Technology Fellowship Program
Kyutech Research Fellowship Application Guidelines

1. Purpose

Kyushu Institute of technology (Kyutech) was selected by the Ministry of Education, Culture, Sports, Science and Technology (MEXT) for the University Fellowship Founding Project for Innovation Creation in Science and Technology Fellowship Program. On this basis, the Institute offers the Kyutech Research Fellowship to doctoral students, which consists of dedicated research grants (equivalent to student living expenses), research expenses and full exemption from tuition fees. The purpose of the fellowship is to reduce the financial burden for students so that they can independently set research topics and concentrate on their research based on their own ideas to promote the development and financial security of young researchers. Doctoral students who receive the Kyutech Research Fellowship are referred to as Kyutech Research Fellows (referred to below as “Kyutech Fellows”).

2. Number of Recipients

The Kyutech Research Fellowship is provided to 10 successful applicants. If a recipient will no longer be receiving the fellowship, the replacement recipient will be the student with the highest rank from among those who were not initially selected in the same year as the student who will no longer be receiving the fellowship.

3. Eligible Applicants

Applicants must fulfill all of the following requirements to be eligible for the Kyutech Research Fellowship:

- (1) The applicant must be enrolled in the first year of the doctoral program at the Institute (i.e., less than 12 months of enrollment) as of April 1, 2022.
- (2) The applicant must, in principle, also apply to the 2022 Research Fellowship for Young Scientists (DC1) of the Japan Society for the Promotion of Science.
- (3) The applicant must not fall under any of the following:
 - ① Persons already selected to receive the Research Fellowship for Young Scientists of the Japan Society for the Promotion of Science
 - ② Persons who are supported by a Japanese Government MEXT Scholarship for international students
 - ③ Persons who receive a scholarship, etc. from the Japanese government and/or private organizations, etc. (below referred to as “the government, etc.”) and are not permitted by the government, etc. to receive financial assistance other than the

said scholarships, etc.

- ④ Persons who are recognized as having stable income such as a salary and/or executive compensation above 2.4 million yen per year from the Institute, companies, etc., or from their own business activities.

4. Grant Amount

Dedicated research grant (equivalent to student living expenses): 150,000 yen per month

Research expenses: 300,000 yen per year

Full exemption from tuition fees

Note: The grant cannot be received in combination with a Research Assistant (RA) salary.

5. Grant Period and Payment Method

The grant period shall be within the standard period of study (e.g., if the student is in the first year of a doctoral course that they started in autumn 2021, the maximum grant period will be two years and six months). However, if the payment of the research grant is suspended or rescinded, the grant period will be shortened.

An amount equivalent to student living expenses will be transferred to the savings accounts of doctoral students who have been selected to receive the fellowship. This is counted as miscellaneous income, and therefore recipients will need to file a final tax return every year.

The research expenses will be allocated to the academic advisors of the recipients and will be used as research expenses for the students under the supervision of their academic advisors.

As Kyutech Fellows, recipients will be exempted from all tuition fees for the duration of their fellowship.

6. Selection

The screening committee will make selections based on the following criteria. The screening committee may conduct interviews during the selection process.

- (1) The applicant's research plan and fellowship activity plan must be specific and completed to an excellent standard.
- (2) The applicant must demonstrate that they have the necessary track record and abilities and have made suitable preparations for carrying out the planned research and fellowship activities.

7. Application Procedure

- (1) Application documents: ① Research Plan ② Recommendation Form and Training Policy Form
- (2) Submission period: Strict final deadline of midnight, on Monday, February 28, 2022
- (3) Submission method:

- ① Research Plan: The **student must personally** enter the necessary information in the application form below and then upload and submit a PDF file of the research plan. The filename must be “Student Name.pdf” (Example: “Yamada.pdf”).

Research plan submission form:

<https://forms.office.com/r/e7HXRddMbF>

- ② Recommendation Form and Training Policy Form: Applicants require a recommendation from one of the 11 research centers established by the Research Initiative Sector (Table), as well as recommendation from the Institute faculty member (in principle, their academic advisor). The applicant must request a faculty member of the Institute (in principle, their academic advisor) to prepare this document. The recommendation form and training policy form must be uploaded directly via the following URL after being converted into a PDF file **by the academic advisor personally**. The filename should be named “Recommendation_Student Name.pdf” (Example: Recommendation_Yamada.pdf”).

URL for submitting Recommendation Form and Training Policy Form:

<https://proself.jimu.kyutech.ac.jp/public/XAZsAAZLjAzANfUBXrJ-thyZkVFueHXd8DmQiq1YVbkJ>

Table the Research Initiative Sector 重点研究推進領域

先端基幹研究センター Center of Excellence for Advanced Research	
革新的宇宙利用実証ラボラトリー	Laboratory of Lean Satellite Enterprises and In-Orbit Experiments
環境エネルギー融合研究センター	Integrated Research Center for Energy and Environment
次世代パワーエレクトロニクス研究センター	Next Generation Power Electronics Research Center
ニューロモルフィック AI ハードウェア研究センター	Research Center for Neuromorphic AI Hardware
重点プロジェクトセンター Research Center for Focal Project	
IoT システム基盤研究センター	IoT System Platform Research Center
データサイエンス基盤研究センター	Research Center for Data Science
高信頼的集積システム研究センター	Reliable Intelligent System Research Center
社会ロボット具現化センター	Center for Socio-Robotic Synthesis
研究連携プロジェクトセンター Research Collaboration Center	
植物シンセティックバイオロジー工学研究センター	Engineering Research Center of Plant Synthetic Biology
イノベーションロボティクスセンター	Innovation Robotics Center
グリーンマテリアル研究センター	Collaborative Research Center for Green Materials on Environmental Technology

https://www.ccr.kyutech.ac.jp/themes/fellow/assets/pdf/research_cube.pdf

8. Obligations of Kyutech Fellows

Kyutech Fellows will bear the following obligations upon being selected:

- (1) Kyutech Fellows must systematically carry out their research.
- (2) Kyutech Fellows must participate in a corporate internship or a research internship at an off-campus research institution while enrolled in the doctoral program.
- (3) Kyutech Fellows shall participate in the Institute's research skills development program and shall cooperate in seminars and discussions, etc. held by the secretariat.
- (4) After being selected as a Kyutech Fellow, those who are eligible must also apply for a Research Fellowship for Young Scientists (DC2) of the Japan Society for the Promotion of Science.
- (5) Project students shall report on the progress of their research to the project manager once a year. They must submit research reports and research expenses reports at the end of each fiscal year and at the end of the project. The progress of research and the use of the research expenses will be confirmed based on these oral and written reports at a research report meeting.
- (6) Kyutech Fellows must attend educational sessions on research ethics and compliance designated by the Institute.

9. Cooperation and Contributions from Academic Advisors, etc.

In line with the aims of the program, the Kyutech Research Fellowship requests academic advisors to cooperate and contribute in the following ways:

- (1) The academic advisor and center that recommend a given student will understand and support the participation of the Kyutech Fellow in industry–academia collaborative research, international collaborative research, and regional joint research.
- (2) The academic advisor will bear 200,000 yen of the annual research expenses during the Kyutech Research Fellowship grant period (the budget that can be used for research expenses includes grants for operational expenses, indirect expenses, donations, etc.)
- (3) The academic advisor will obtain external funds and actively support the research expenses required to promote doctoral research by the Kyutech Fellow.

10. Publication of Names

The names of the Kyutech Fellows will be published on the Institute website.

11. Notes

- (1) The Kyutech Research Fellowship may not be combined with an RA position or with the Fostering of Advanced Sustainable Society Through Talented Engineering Program (FASTEP).
- (2) International students are required to have obtained a residence card by the time that their acceptance

into the program has been announced.

(3) It is possible to receive other scholarship programs alongside the Kyutech Research Fellowship, but recipients should make sure to check the application guidelines of other institutions providing scholarships, as it is possible that they may not be able to provide payments alongside the fellowship.

(4) Treatment of tax related to living expenses

① The amount equivalent to living expenses (i.e., the dedicated research grant) is treated as miscellaneous income and is subject to taxation, and therefore Kyutech Fellows must file a year-end tax return. The taxable amount is the balance of the amount of grant received for one year (January 1st to December 31st) minus the necessary expenses required for research such as tuition fees. To file a year-end tax return, Kyutech Fellows will need to create a record of their income and expenditure status and save evidentiary documents such as receipts. Refer to the National Tax Administration Agency website for further details on year-end tax returns.

② Kyutech Fellows are also obligated to pay resident tax (inhabitant tax) to the municipality in which they live according to the taxable amount. (For international students, tax may be treated differently depending on any extant tax treaties between Japan and the international student's home country.)

(5) Treatment of national health insurance, etc.

① Loss of dependency requirements for National Health Insurance, etc.

In cases where a Kyutech Fellow is enrolled in family health insurance, Shipmen's Social Insurance, or a mutual aid association as a dependent, if receiving the dedicated research grant means that the Kyutech Fellow would receive a permanent income of 1.3 million yen or more per year, they will no longer be classified as a dependent for these types of insurance and will need to enroll in the national health insurance program.

Note: National health insurance premiums vary depending on the municipality, and therefore Kyutech Fellows will need to check with the National Health Insurance Office at the City/Town Hall (or equivalent) of the municipality in which they live.

Note: Kyutech Fellows will need to confirm with those who have supported them as a dependent (i.e., parents) about the handling of supporter allowances, etc. at the supporter's workplace.

② Payment of national pension insurance premiums

All persons aged between 20 and 60 years living in Japan are, in principle, the primary persons insured under the National Pension Plan and are required to pay national pension insurance premiums. By applying for deferred payment under the Special Payment System for Students, students may be eligible for deferred payment of national pension insurance premiums if their income for the previous year is below a certain level(*). If a student receives a dedicated research grant which means that they are no longer eligible for the deferment under the Special Payment

System for Students, they will be obliged to pay the national pension insurance premiums.

(*) The previous year's income of the student is below a certain level:

Estimated: 1.28 million yen + number of supporters, etc. x 380,000 yen + social insurance deductions, etc.

Note: For more detailed information on national pension insurance procedures, Kyutech Fellows should check with the National Pension Office at the City/Town Hall (or equivalent) of the municipality in which they live.

1 1 . Contact Information

Organization for Promotion of Research and Open Innovation

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