

International Graduate Program on

Stable Socio-Economic Development through sustainable resource management (SSED)

Application Guidelines for Saitama University Recommended Japanese Government (MEXT) Scholarship
Saitama University – 2026 Admission (Recommended MEXT Scholarship Applicants)

■ Qualifications

Applicants for the SSED Program must meet the following requirements:

- Must reside outside Japan at the time of application and must not hold Japanese nationality.
- Must meet the eligibility criteria for the Japanese Government (Monbukagakusho: MEXT) Scholarship.

Note: MEXT refers to the **Ministry of Education, Culture, Sports, Science and Technology of Japan**.

■ MEXT Scholarship Eligibility

Applicants wishing to apply for the MEXT Scholarship must satisfy the following conditions:

- Have achieved a **GPA of 2.30 or higher** (on a 3.0 scale) over the past two years and must be able to maintain an equivalent level of academic performance during the scholarship period.
(Note: The GPA must be calculated according to the MEXT conversion formula.)
- Hold the nationality of a country that has diplomatic relations with Japan.
- Be born on or after **April 2, 1991**.
- Possess (or are expected to obtain by the time of arrival in Japan) the academic qualifications required for admission to a Japanese graduate program.
- Possess English proficiency equivalent to **CEFR B2 or above** (e.g., TOEFL iBT 72+, IELTS 5.5+),
or be able to provide a certificate proving that the medium of instruction in the most recent degree program was English.
Note: The CEFR Equivalency Chart is available on the university website.
Note: English test scores are valid for two years from the examination date.
- Be in good mental and physical health.

Note: Applicants who have received a Japanese Government (MEXT) Scholarship within the past three years are **not eligible**.

■ Arrival in Japan

The MEXT Scholarship is available only for students enrolling in **October**.
If selected, recipients must be able to arrive at **Saitama University by the end of September 2026**.

■ Visa

Applicants awarded the MEXT Scholarship must obtain a **“Student” visa** prior to arriving in Japan.

This visa must remain valid until the enrollment date.

If a recipient changes their residence status to anything other than “Student” after arrival, they will lose their eligibility for the MEXT Scholarship.

■ Selection Criteria and Procedure

Applicants will be evaluated based on their **academic records, letters of recommendation, and research ability** as demonstrated in the required essays. Those who pass the initial screening will be contacted for an **online interview** or other appropriate methods.

During this stage, applicants may be asked to provide additional documents or corrections if necessary.

After the university’s internal screening, a list of recommended candidates will be submitted to MEXT.

The final decision on the scholarship award will be made by MEXT.

Please note that passing Saitama University’s selection process **does not guarantee** final selection for the MEXT Scholarship.

No inquiries regarding the application status will be answered until the final decision is announced.

■ Required Documents

Please submit **all** of the following documents:

1. **Application Form**

***The 2025 version will be used until the 2026 version is released.**

***(MEXT in preparation (scheduled for release in late November 2025))**

2. **Form A**

3. **Form B: Field of Study and Research Plan**

***The 2025 version will be used until the 2026 version is released.**

***(MEXT in preparation (scheduled for release in late November 2025))**

4. **Official Certificate of Grades from the Most Recent Academic Institution Attended**

- The transcript must clearly indicate the number of credits for each course and the academic year/period taken.
- It must include or be accompanied by an explanation of **all grading levels used** (e.g., A, B, C, D, Fail).

- If no grading system explanation is provided on the transcript, attach a separate document describing it.
- Applicants currently enrolled in a **master's program** must submit both their **undergraduate** and **current master's** transcripts.
- Applicants who have already completed a **master's program** must submit transcripts from **both undergraduate and graduate schools**.
- If issued in a **language other than English**, attach both the **original document** and a **certified English translation** (certified by the issuing institution or a notary public).

5. **(Optional) Record of Outstanding Academic Performance**

Applicants may submit documents issued by their most recent university or research institution showing excellent academic performance (e.g., GPA, grading scale, or class ranking).

6. **Official Certificate of Graduation or Expected Graduation**

- Submit a certificate of graduation or expected graduation from the latest academic institution (graduate level).
- If already completed a graduate program, submit a certificate of completion.
- If currently enrolled, submit a certificate of expected graduation indicating the expected completion date.
- If the certificate is issued in a **language other than English**, attach both the original and a certified English translation (by the issuing institution or a notary public).

Note: A high school graduation certificate is not required.

7. **Abstract of Graduation Thesis and Publications**

- The abstract should be **within one page** and summarize your recent thesis, research, or, if unavailable, a final term paper.
- Include the title of your thesis and a concise summary of its contents.

8. **Two Letters of Recommendation**

- One must be written by your **academic advisor** from the current or most recently completed degree program.
- The other must be written by the **Dean** (or equivalent/higher authority) of your home university or institution.
- The letters should be addressed to **"The President of Saitama University, Japan."**
- Each letter must be **signed (digitally or handwritten)** and sent **directly by the recommender** via their official email address to **ssed@gr.saitama-u.ac.jp**.
- During the document screening, the selection committee may contact recommenders directly.
- Please use the **designated form** downloadable from the program website.

9. Copy of Passport or Government-Issued Certificate

Submit a copy of the passport page showing your **name and date of birth**, or a copy of a **government-issued certificate** (e.g., family register or citizenship certificate) showing the same.

10. Copy of Certificate of English Proficiency

Applicants must prove English proficiency by **either** of the following methods:

1. Submit an **official English test score** equivalent to CEFR B2 level or above (e.g., TOEFL iBT 72+, IELTS 5.5+; valid within two years of the test date), or
2. Submit a **Medium of Instruction (MI) Certificate** proving completion of a degree program conducted in English.

If the transcript or diploma already states that the language of instruction was English, a separate MI certificate is not required.

■ HOW TO APPLY

Submit all required documents via the designated online forms.

<https://forms.office.com/r/ULg14P4xVu>

The two letters of recommendation must be sent directly by the recommenders to the SSSED Program Office (ssed@gr.saitama-u.ac.jp).

Application Deadline: **January 8, 2026**
(for 2026 Admission, MEXT Scholarship Candidates)

■ IMPORTANT NOTES

- All certificates and official documents must be issued by the university or authorized institution.
- At the first stage, applicants can submit scanned copies of official documents. However, all the original or certified copies should be kept and submitted upon shortlisting.
- "Original document" refers to a document bearing an official stamp or signature of the university or dean.
- Copies of graduation certificates, transcripts, etc., should be certified ("certified true copy" or "certified copy").
Ex: The official transcript you have received from the university is an original. However, if you are submitting a photocopy of the official transcripts, it is not an original unless it is attested by the University authority. Therefore, the photocopy should be validated by the appropriate office at the University by affixing their formal seal (stamp). Then, it will become a "certified true copy" or "certified copy".
- Applicants should submit the scanned copies of originals of all the documents listed above (except two letters of recommendation) in PDF format.

- Submitted documents will not be returned for any reason.

■ SCHEDULE FOR APPLICATIONS AND ADMISSION

The following schedule is subject to change.

For MEXT Scholarship Applicants

Date	Event
January 8, 2026	Application deadline
January 15, 2026	Notification of first screening results
On or after January 22, 2026	Online interviews and evaluations (submission of candidate list to MEXT)
July 2026	Official approval notice from MEXT and Saitama University
October 2026	Program begins