

## Keio-SPRING

### “Fostering Doctoral Human Resources to Create the Common Sense of the Future” Application Guidelines for the AY 2024 [The 3rd period]

Keio-SPRING Project Manager

#### 1. Purpose

Keio University will now implement doctoral human resource development in the doctoral program using grants from the JST project “Support for Pioneering Research Initiated by the Next Generation.” The purpose of this program is to nurture the outstanding and highly-driven doctoral students who will be responsible for the future course of science, technology, and innovation in Japan.

Keio University will now implement a program for the “Fostering Doctoral Human Resources to Create the Common Sense of the Future” in Ph.D. programs using grants from the JST project “Support for Pioneering Research Initiated by the Next Generation.” This program aims to nurture outstanding and highly driven Ph.D. students responsible for Japan’s future science, technology, and innovation courses.

In order to achieve this, we will assist in the form of research funding and living expense subsidies, while supporting pioneering, integrated research activities by highly-driven postdoctoral students. Recipients will proactively participate in initiatives which will allow them to develop the capacities required to play an active role in various career paths (career/professional development) while earnestly devoting themselves to tackling their particular research challenges irrespective of academic field.

#### 2. Assistance period / details / amount

<Assistance period>

A maximum of three years (four years in the case of four-year courses) with the upper limit set at the minimum number of years required for completion.

A review of intention to continue, eligibility, and activities outcomes will be conducted for each academic year.

<Assistance details>

In addition to financial assistance we will provide ongoing career and professional development support for active engagement with the diverse career paths of doctoral students.

<Assistance amount>

We will pay an amount to cover living expenses in addition to subsidizing research expenses.

\*For those selected this time, living and research expenses will be paid for half a year in AY2024, since the grant period is for six months.

\*If the period of support during the academic year is shortened due to withdrawal, interruption of support, or other reasons during the academic year, the amount equivalent to living expenses

and research expenses may be revised according to the period of support and a refund may be requested.

- Amount to cover living expenses: 2.2 million yen per academic year  
(Those adopted this time will receive 1,100,000 yen for the half year of AY2024.)
- Research funding: Base payment of 300,000 yen per academic year  
(Those adopted this time will receive 150,000 yen for the half year of AY2024.)

- Subsidies for Pioneering Initiatives:

This project requires all adopters to take a proactive stance toward pioneering initiatives.

An appropriate amount (up to 1,000,000 yen) may be added to the basic research grant amount above for such pioneering initiatives as overseas exchanges, fieldwork (including domestic), internships, and the development of research based on new ideas, etc., related to research, depending on the details of the application. For pioneering initiatives, either or both of the following must be included in the application form ① and ② .

- The plan for pioneering initiatives scheduled to be implemented in academic year 2024, the cost plan, and in case additional subsidies are desired, the amount of the desired subsidies.
- (If there are no plans for initiatives in academic year 2024 at this time), initiatives planned or to be considered for academic year 2025 and beyond.

When applying, please be sure to refer to the pioneering initiative guidelines and application tips document in the [Forms for Students] box on p.5, and be careful to ensure that your application is in line with the purpose of the grant.

<Bank account and management>

The amount to cover living expenses will be transferred to the bank accounts of successful applicants. Bank accounts are limited to those in Japan. If you do not currently have a bank account in Japan, please contact the secretariat in advance.

The Basic Research Funds and Pioneering Initiatives Subsidy will be administered at respective bodies on affiliated campuses.

### 3. Application criteria

- ✓ Outstanding doctoral students who will think about how to create the common sense of the future, and engage in the pioneering research which will make this a reality.
- ✓ Proactive participation in platforms, etc. for dialogue among different research domains, and highly-driven engagement in research.

#### 1) Eligible Students

Applicants who have passed (or will pass) the entrance examination for the AY 2024 Doctoral Program at Keio University by August 23, 2024, and will be admitted in September 2024.

- If there is a deadline for the graduate school before the announcement of acceptance / rejection

of entrance examination, it is possible to apply to the graduate school without waiting for the announcement.

- However, those who fails the entrance exam, declines enrollment, or does not enroll at the scheduled time, the application it will be rejected in this project.

\* In principle, applicants will be in a position to submit the required documentation when completing an application and before candidates are approved, and be in Japan when the assistance begins. However, if you cannot enter Japan due to unavoidable circumstances, please contact the secretariat in advance.

## 2) Overlap with other initiatives

- Students participating in the Program for Leading Graduate Schools and are paid are not eligible.
- Students participating in the JSPS Research Fellowship for Young Scientists DC; or in receipt of Japanese Government (Monbukagakusho) Scholarships are not eligible.

(Self-funded international students are eligible for this project, but not if it conflicts with the application requirements in 1) and 3)).

- Some scholarships cannot be jointly paid or applied for together with other projects. If it is unclear whether the scholarships that you receive or schedule to be applied for can be jointly paid or applied for together with this project, be sure to check with the source of funds before applying for this project.

## 3) Income limit

- Students who are considered to be receiving stable income such as salary or director's remuneration at a level sufficient for a living wage from their university or company are not eligible.
- The standard for stable income is not to exceed 2.4 million yen per year (1.2 million yen for six months if the student enters in September of the current year or completes the minimum period of study in September). Scholarships whose purpose can be clearly determined to be living expenses should be included in the standard amount.
- Even if they are not required to count toward the income limit, part-time work and other activities are allowed only to the extent that they do not interfere with their work on research or career development and training programs.

**Be sure to check [the FAQ](#) for details on income limits. Applications that do not meet the income limits will be rejected. [The FAQ](#) is stored in the **【Format for students】** box instructed on p. 5.**

If you are unable to determine whether your income should be included in the standard amount as stable income after reading this document and [the FAQ](#), please check with the department in charge of accepting applications at the Graduate School in advance.

< Example of income to be included in the standard amount of income limit >

to be included	Stable income such as salary or directors' remuneration from your university, company, etc. Scholarships and grants that purpose can be clearly determined as living expenses
not to be included	Income earned from part-time jobs, part-time work, TA, and RA *However, there are exceptional cases such as physicians working part-time or part-time lecturers that require inclusion. Part-time work by physicians who regularly work for a particular hospital should be included in the income limit.

< Confirmation of estimated income >

The secretariat will contact each selected applicant individually if there is any matter that needs to be confirmed regarding the estimated income. If, as a result of the confirmation, it is found that the income limit is violated, the applicant will not meet the application requirements, and the adoption may be cancelled. If it takes time to confirm the income, the transfer of the amount equivalent to living expenses and the start of use of the basic research expenses and Pioneering Initiatives Subsidy will be withheld until the confirmation is completed.

#### 4. Duties, etc. of students eligible for assistance

Students eligible for assistance are required to fulfill certain obligations, comply with various conditions, and cooperate in given undertakings. Complete applications based on an understanding of the particulars given in [“Keio University Doctoral Program Student Support Project Protocols for the ‘Fostering Doctoral Human Resources to Create the Common Sense of the Future’”](#).

#### 5. Schedule for selection of candidates, start of assistance (planned)

June 10	Start the 3rd period recruitment (acceptance period is set for each graduate school)
Late September	Notification from the Graduate School to those who have been notified of the acceptance or rejection of the application
During October	Beginning of research expenses expenditure (managed at affiliated sections) *Invoices after October 1 <sup>st</sup> , 2024 are valid

#### 6. How to Apply

The flow of submitting documents differs depending on the graduate school. Please check the information of the graduate school you plan to enter (or currently enrolled) from the link list below.

Graduate school name	Link to information on how to apply
Graduate School of Letters	No applicants will be accepted for the third period. (Contact : <a href="mailto:mita-bun@adst.keio.ac.jp">mita-bun@adst.keio.ac.jp</a> )
Graduate School of Economics	<a href="https://keio.box.com/v/2024-3rd-keizai-boshu">https://keio.box.com/v/2024-3rd-keizai-boshu</a>

Graduate School of Law	No applicants will be accepted for the third period. (Contact : <a href="mailto:mita-hou@adst.keio.ac.jp">mita-hou@adst.keio.ac.jp</a> )
Graduate School of Human Relations	No applicants will be accepted for the third period. (Contact : <a href="mailto:mita-shaken@adst.keio.ac.jp">mita-shaken@adst.keio.ac.jp</a> )
Graduate School of Business and Commerce	No applicants will be accepted for the third period. (Contact : <a href="mailto:mita-gakuji-sho@adst.keio.ac.jp">mita-gakuji-sho@adst.keio.ac.jp</a> )
Graduate School of Medicine	No applicants will be accepted for the third period. (Contact : <a href="mailto:gakusei-c.shinanomachi@adst.keio.ac.jp">gakusei-c.shinanomachi@adst.keio.ac.jp</a> )
Graduate School of Science and Technology	<a href="https://keio.box.com/v/2024-3rd-rikogaku-boshu">https://keio.box.com/v/2024-3rd-rikogaku-boshu</a>
Graduate School of Business Administration	No applicants will be accepted for the third period. (Contact : <a href="mailto:kym-kbs@adst.keio.ac.jp">kym-kbs@adst.keio.ac.jp</a> )
Graduate School of Media and Governance	<a href="https://keio.box.com/v/2024-3rd-seime-boshu">https://keio.box.com/v/2024-3rd-seime-boshu</a>
Graduate School of Health Management	No applicants will be accepted for the third period. (Contact : <a href="mailto:nmc-staff@adst.keio.ac.jp">nmc-staff@adst.keio.ac.jp</a> )
Graduate School of System Design and Management	<a href="https://keio.box.com/v/2024-3rd-sdm-boshu">https://keio.box.com/v/2024-3rd-sdm-boshu</a>
Graduate School of Media Design	<a href="https://keio.box.com/v/2024-3rd-kmd-boshu">https://keio.box.com/v/2024-3rd-kmd-boshu</a>
Graduate School of Pharmaceutical Sciences	No applicants will be accepted for the third period. (Contact : <a href="mailto:shiba-daigakuin@adst.keio.ac.jp">shiba-daigakuin@adst.keio.ac.jp</a> )

## 7. Documents to be submitted

- (1) Application Form ① (fill in the designated Word form. follow the guidance from each graduate school for submitting documents.)
- (2) Application Form ② (answer the Google Form)
- (3) Statement of Support (prepared by academic advisor.)
  - \*Who is your academic advisor : A faculty member who will become your academic advisor after enrolling in the doctoral program at Keio University
  - \*If there are separate instructions on how to prepare the Statement of Support in the information on how to apply for each graduate school, please follow those instructions.

[Format for students] <https://keio.box.com/v/Keio-SPRING-for-Applicants>

[Format for Statement of Support] <https://keio.box.com/v/Keio-SPRING-syokensyo-jukunai>

## 8. Screening criteria

- Excellence, novelty, importance of research plan
- Desire and capability to pioneer to create new values across fields and disciplines (qualities as a researcher)
- Career and social impacts after degree acquisition and completion

## 9. Important notes

- In order to ensure the transparency of this project and from the perspective of career support and promotion of interchange, your graduate school, academic year, name, and title of the research project etc. will be made public on the Keio University Web site.
- Payments may be discontinued should the student fail to maintain application criteria, even midway through the academic year.
- Please consult with the person with jurisdiction over dependents (parents, etc.) at your workplace, etc. about the handling of dependents in health insurance and dependents allowance, while letting this person know that the amount to cover living expenses is to be treated as miscellaneous income. In addition, please contact your local tax office about the handling of dependents in income tax.
- Since the amount to cover living expenses is treated as miscellaneous income, it will be subject to income tax and residence tax. Tax returns will be required.

Reference: National Tax Agency “Final tax return” <https://www.nta.go.jp/english/taxes/individual/12011.htm>

- Payment of the amount to cover living expenses is not principled on an employment relationship between the student and the university, as assistance is offered for autonomous, pioneering, integrated research by doctoral students, and is unconstrained by existing frameworks. For this reason, the students who are eligible for assistance must themselves manage and complete any procedures relating to social insurance or pensions (excluding cases where the university will undertake separate employment procedures)

### ◆Secretariat office for this project◆

Keio-SPRING office

Office hours: Weekdays, 8:30 to 17:00. (closed on weekends and public holidays)

E-mail: [jst-doctoral\\_inquiry@adst.keio.ac.jp](mailto:jst-doctoral_inquiry@adst.keio.ac.jp)

\* Please add “[Keio-SPRING]” to the subject field of the email.