Fukuoka Overseas Kenjinkai
Chairperson

Fukuoka International Exchange Foundation
Chief Director  Wataru Aso

Recommendations for Applicants of 2010 Study Abroad for
Descendants of Immigrants from Fukuoka Prefecture (request)

Thank you very much for your continuous support regarding the promotion of Fukuoka International Exchange Foundation’s activities.

Study Abroad for Descendants of Immigrants from Fukuoka Prefecture has been in operation since 1966, and we would like to inform you about the 2009 program. This program sends Kenjinkai students to colleges and universities in Fukuoka Prefecture to study abroad for one year, so that they can acquire specialized knowledge or skills, while at the same time, deepen exchanges with Fukuoka residents through learning about Fukuoka’s culture, industries, and the economy.

If there is anyone who wishes to apply for the 2010 program, please give us a recommendation upon referring to the attachment and gathering the necessary documents. Please send us the documents by September 30 (Wednesday), 2009.

If there are no applicants, please let us know as well.

Contact Information

Fukuoka International Exchange Foundation
Planning and Exchange Section
Representative: Kato
TEL: 81-92-725-9204
FAX: 81-92-725-9205
E-mail: kato@kokusaihiroba.or.jp
2010 Study Abroad for Descendants of Immigrants from Fukuoka Prefecture

Details of Relevant Documents

1. Documents to be submitted
   ① Application form for Study Abroad for Descendants of Immigrants from Fukuoka Prefecture (Separate form no. 1~no. 4-2)
   ② Area of research and description of contents (separate form)
   ③ Proof of graduation, or proof of enrollment (please attach a Japanese translation)
   ④ Transcript, or proof of courses taken (please attach a Japanese translation)
   ⑤ Photos (1 photo sized 5 cm×5 cm, 8 photos sized 4 cm×3 cm)
   ⑥ Documents regarding Japanese Language Proficiency Test
   ⑦ Japanese language ability (separate questionnaire)
   ⑧ Preferred school of choice (separate form)
   ⑨ About Kenjinkai Activities

2. Documents for reference
   (For Kenjinkai Chairperson)
   ① Outline of Exchange Student Scholarships for Descendants of Immigrants from Fukuoka Prefecture
   ② Instructions regarding the students' recommendation
   ③ Checklist for documents to be submitted
   ④ Schedule

(For students)
   ① For applicants
   ② List of universities
   ③ Schedule
Instructions regarding the Students' Recommendation

Regarding the recommendation of exchange students, please read the instructions thoroughly before making the decision. Also, please write the Japanese language ability of the student, as some schools may refuse acceptance due to insufficient Japanese language ability.

1 Documents to be submitted

(1) Please refer to the checklist to confirm that the student has submitted all the necessary documents (Japanese translations included).

(2) Upon discussion with the Kenjinkai, please write the most suitable candidate on the 'Recommendation form' (Form no. 4) and 'Recommendation report' (Form no. 4-2).

For reference, please write whether the student has taken the Japanese Language Proficiency Test, and which level they have passed. This will affect the decision of acceptance.

(3) If there are two or more applicants, please provide a ranking of recommendation on the 'Recommendation report'.

(4) The student's desired area of research will play an important part in the selection process. Please have the student fill out the 'Area of Research' (Form no. 1-3). Furthermore, in the 'Area of research and description of contents', please have the student explain the details of the research more specifically.

If writing in Japanese is impossible, the student may write in his or her mother language or in English, but you must attach a Japanese translation. As part of the explanation, the student may be asked to submit his or her piece of work, so please be prepared.

(5) The objective of this exchange program is to provide an opportunity for students to expand the knowledge of their specialization, while contributing to the exchanges between Fukuoka Prefecture and their home countries upon return, and taking on the responsibility of their Kenjinkai in the future. Therefore, we require the students to fill out a form (About Kenjinkai Activities) indicating how they plan to contribute to their Kenjinkai once they return. Please confirm the contents and provide your signature.

2 Understanding of Japanese

Since lectures in universities are conducted in Japanese, the student must have understanding of specialized vocabulary for studying as well as listening, writing, and comprehension skills. Therefore, please recommend a student who has sufficient Japanese language ability (high school level or higher). (We prefer a student who has a level 2 or higher standing in the Japanese Language Proficiency Test)

If the student does not have the Japanese Language Proficiency Test certificate, please assess their language ability objectively by writing [approximately level O of Japanese Language Proficiency Test, approximately grade O level of junior high school etc.] If the student has attended a Japanese language school in the past, please indicate the name and duration of attendance (month, year ~ month, year).

If the student wishes to enroll in a technical college, he or she must have level 2 certificate of the Japanese Language Proficiency Test.
The Japanese Language Proficiency Test (overseas: hosted by The Japan Foundation / domestic: hosted by Japan Educational Exchanges and Services) is held concurrently every December in Japan as well as overseas. For details, please contact the hosting organizations.

3 Physical and Mental Health

Although the student is required to submit a medical examination form in the application, we would like the Kenjinkai Chairperson to confirm the physical and mental health of the student with his or her family to make sure that he or she is fit to study abroad for one year.

4 Referee

Please select 1-2 referees among the student’s relatives or friends. When the applicant is selected as an exchange student, we will request the referee to become a guarantor for housing. Please explain to the student that the referee must approve of this role beforehand.

5 Selection of exchange students and arrival in Japan

The final selection of the students will take place in the beginning of February, 2010. Once the decision is made, our Foundation will send the student a one-way flight ticket from the nearest airport to Fukuoka through the Kenjinkai. Therefore, the arrival in Japan will be after April 1, 2010.

6 Accommodation in Fukuoka

If the student is arranging accommodation on his or her own or with a guarantor, please inform us of the details beforehand. If our Foundation is arranging it, we will try our best to lessen the burden on the student, but please understand that with the increasing number of international students, it may be difficult to enter the university’s dormitory.

For reference, we will provide a chart which explains some of the procedures and expenses involved in entering the Jikyogakusha Kyushu dormitory and the Kyushu University dormitory, which have provided housing for our students in the past, as well as private housing.

For information regarding university dormitories from those other than Kyushu University, please contact the university directly.

<table>
<thead>
<tr>
<th></th>
<th>Jikyogakusha Kyushu Dormitory</th>
<th>Kyushu University Dormitory</th>
<th>Private Housing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract</td>
<td>Guarantor necessary (personal seal, signature)</td>
<td>Guarantor necessary (personal seal, signature)</td>
<td>Guarantor necessary (personal seal, signature)</td>
</tr>
<tr>
<td>Expenses</td>
<td>Contract fee 30,000 yen</td>
<td>Dormitory entrance fee 7,000～30,000 yen</td>
<td>When you move in, you must pay a deposit, key money, and for some real estate agents, a commission. The sum of these fees amounts to approximately 6 months worth of rent. Monthly rent varies, but is usually between 30,000～70,000 yen.</td>
</tr>
<tr>
<td></td>
<td>Rent 4,700～18,500 yen/month</td>
<td>Common service fee 1,000～4,500 yen</td>
<td></td>
</tr>
<tr>
<td></td>
<td>water 29,500 yen/month</td>
<td>Utility fee actual cost</td>
<td></td>
</tr>
<tr>
<td></td>
<td>electricity 1,000 yen</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The student will pay the rent from the scholarship he or she receives every month. Also, deposit and key money etc. are borne by the student.

The Jikyogakusha Kyushu Dormitory and the Kyushu University Dormitory provide bed and basic furniture, but does not provide a futon. Private housing does not include any furniture.

For Kyushu University as well as other university dormitories, if the number of applicants exceeds the capacity, the student may not be able to enter the dormitory.

7 Scholarship
- Managing the exchange students will be in accordance with the attachment, "Outline of Exchange Student Scholarships for Descendants of Immigrants from Fukuoka Prefecture" (hereinafter referred to as "Scholarship Outline").
- Under the provision of Article 6 of the Scholarship Outline, this scholarship provides school fees, textbook fees, medical expenses, roundtrip airfare, and living expenses within its budget. In the case that the amount of scholarship is insufficient, the student must bear all other costs.
- Depending on the school and department, classroom fees may exceed the amount provided by the scholarship. In this case, the student must bear the exceeding costs. (Junior college departments, private universities, and art departments may cost more.)
- Please understand that depending on the number of students and the budget, some of the contents may change.

For reference, we have attached a sample of the 2008 scholarship.

2009 Scholarship for Exchange Students (annual sum)

<table>
<thead>
<tr>
<th>Course fees</th>
<th>Living expenses</th>
<th>Textbook fees</th>
<th>Medical expenses</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>430,920 yen</td>
<td>1,500,000 yen</td>
<td>20,000 yen</td>
<td>40,000 yen</td>
<td>1,990,920 yen</td>
</tr>
<tr>
<td>(125,000 yen/month × 12 months)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

8 Other
- If a student cancels the program after being accepted, we may lose the trust of universities that accept our exchange students. Therefore, to prevent hindrances to future exchange students, we ask that you only recommend students who can come to Japan for certain.
- Please indicate on the reference form if the student is applying for this program simultaneously with government-sponsored exchange program or JICA training program.
- As for the immigration procedure, we will apply for the student’s certificate of eligibility, which may take up to one month. Please inform the student that it will take some time.
  ▶ For those who are accepted, please apply for a passport.
  ▶ Also, please inform us if the student has a Japanese citizenship.

- The duration of the exchange is one year, and the status of the students will be one of research student, auditing student, or nondegree student. The status of these students differs that of a university student or a graduate student, so please inform the student that he or she will not be applicable for student discounts and such.
Those coming from South America will need to acquire a transit visa of the United States or Canada. In the case that this transit visa expires during the stay in Fukuoka, the student is responsible for the costs incurred in obtaining the visa again.

Please explain these points to the applicant, and make sure that he or she goes through the procedure accordingly. If you have any questions, please do not hesitate to contact us.

| Fukuoka International Exchange Foundation  |
| Planning and Exchange Section              |
| Representative: Kato                      |
| TEL: 81-92-725-9204  FAX: 81-92-725-9205 |
| E-mail: kato@kokusaihiroba.or.jp           |
Checklist for Documents to be Submitted

☐ Application form for Study Abroad for Descendents of Immigrants from Fukuoka Prefecture (Form no. 1)
☐ Personal information (Form no. 1-2)
☐ Area of research (Form no. 1-3)
☐ Preferred accommodation (Form no. 1-4)
☐ Physical examination (Form no. 2)

You do not have to attach a picture of the X-ray, but you must receive a medical examination by a doctor.

☐ Contract (Form no. 3)
☐ Recommendation form (Form no. 4)
☐ Recommendation report (Form no. 4-2)
☐ Proof of graduation, or proof of enrollment (attach Japanese translation)
☐ Transcript, or proof of courses taken (attach Japanese translation)

☐ Photos (5 cm × 5 cm) 1 photo (for physical examination form)
(4 cm × 3 cm) 4 photos (for residency status application)
(4 cm × 3 cm) 4 photos (for university entrance application)

* Photos must be taken within the last 3 months

☐ Documents regarding Japanese Language Proficiency Test (test certificate etc.)
☐ Questionnaire
☐ Preferred school of choice

* Pictures/copies of piece of work
Some universities may request for a submission of the student's piece of work. In particular, if the student wishes to enroll in the Arts-related faculty, please attach a picture/copy of his or her work.

* Area of research (Form no. 1-3)
Nowadays, many universities request for more specific details, so please fill in the [Area of research and description of contents] form.

* Questionnaire
Each school has strict standards regarding the level of Japanese for exchange students. During the negotiation period with the schools, we will be referring to the questionnaire to decide on the suitability of the student. Please fill in this questionnaire.
Guideline for the Distribution of Exchange Student Scholarships for Descendants of Immigrants from Fukuoka Prefecture

July 1, 1993
FIEF Guideline 1

Objective

Article 1 This guideline is to decide the necessary matters in regards to the distribution of scholarships to help descendants of immigrants from Fukuoka Prefecture who have the intention of contributing to the development of the Nikkei community and friendship ties between Fukuoka and their home country, be able to study abroad at Fukuoka Prefecture's universities, community colleges, internship programs, technical high schools (hereinafter referred to as "universities, etc."). This scholarship is to help students gain knowledge of the actual situation of society, such as the economics, industry, and culture of their home prefecture, as well as to raise talented active people who are able to fully use the knowledge and intellect that they gain.

Conditions for Exchange Students

Article 2 Exchange student candidates should meet the standards set by the prefecture's universities, etc. that they wish to attend and also meet the conditions as set out in the following items.

i. Be a descendant of an immigrant from Fukuoka prefecture.

ii. Have a level of Japanese reading, writing, and speaking ability as to not hinder their ability to study and do research at universities, etc. as well as live in Japan.

iii. Be deemed healthy in body and mind so as to be able to study and do research at universities, etc.

iv. Have graduated (including people who are projected to graduate before becoming an exchange student) from a university from their country, or people who are seen as having an education level above that of a Japanese high school education.

v. The person should be seen as someone who will, upon the completion of the study abroad, actively contribute to the immigrant community's activities and to friendship ties between Japan and their home country.

Submitting an Application

Article 3 Applicants for the study abroad should attach the following documents to the application form (form 1) and submit them to the Kenjinkai President from their
home country (hereinafter referred to as "Kenjinkai President").

i  Documentation of graduation (original and Japanese translation)
   a. University graduates—Proof of graduation and transcript of grades or completion certificate
   b. Prospective university graduates—Proof of the university they are attending, documentation showing the projected date of graduation, transcript of grades or completion certificate
   c. Others—Proof of having an education level above that of a Japanese high school education.

ii  Physical exam (form 2)

iii  Pledge sheet (form 3)

iv  Other documents that the Fukuoka International Exchange Foundation Board of Directors Chairman (hereinafter referred to as “Chairman”) deems as necessary.

(2) The Kenjinkai President, upon receiving the aforementioned application, after reviewing the conditions for exchange students in Article 2, will attach the recommendation form (form 4) and submit it to the Chairman.

**Exchange Student Selection**

**Article 4** The Chairman will establish an Exchange Student Scholarships for Descendants of Immigrants from Fukuoka Prefecture selection committee (hereinafter referred to as “selection committee”) in order to select the exchange students.

(2) The Chairman will choose the exchange students based on the results of the selection committee. At this time, exchange student who qualify for National assistance will also be chosen.

(3) Upon reaching a decision of the recipients of the university, etc. scholarship, the Chairman will in a timely manner, send the Exchange Student Scholarships for Descendants of Immigrants from Fukuoka Prefecture notification form (form 5) to the Kenjinkai President.

**Selection Committee**

**Article 5** The selection committee from Article 4 will be made up of a committee chairman, vice-chairman, and committee members. These roles will be filled by the people who are working at the positions as shown on the attached list.

(2) The Chairman will call the selection committee.

(3) The committee chairman will decide the necessary matters in regards to running the
selection committee.

**Amount of the Scholarship**

**Article 6** The Chairman will determine the amount of the exchange students’ scholarship, within the limits of the budget.

**Length of Scholarship**

**Article 7** The length of the scholarship is set at one year. However, if the Chairman sees that there is a special need, the length can be extended up to one more year.

**Distribution of Scholarship**

**Article 8** To receive the scholarship, the exchange student will submit an expense report (form 6) to the Chairman by the dates set out in the following items.

- **i** Travel expenses to Japan—-10 days after arrival to Japan
- **ii** Living expenses—on the 3rd of every month, turn in that month’s amount (or the day before, if the 3rd is a Sunday, holiday, or days when the banks are closed)
- **iii** Tuition, etc—-10 days before it is due
- **iv** Travel expenses for study trips, returning home, etc.—-7 days before leaving

(2) The Chairman, upon receiving the aforementioned expense report will review it in a timely fashion and distribute the scholarship funds.

(3) Upon receiving the funds, the exchange student must submit a receipt (form 7) to the Chairman in a timely manner.

**Disqualification of Exchange Students**

**Article 9** The Chairman has the right to disqualify an exchange student under any of the conditions set out in the following items.

- **i** The student turns down the scholarship.
- **ii** The student withdraws from their university, etc.
- **iii** The student does something in violation of the matters set out in the pledge sheet.
- **iv** The student is seen as unsuitable to be an exchange student for other reasons than the aforementioned.
Exchange Student's Report

Article 10 The exchange student must submit a report about their exchange student situation (form 8) to the Chairman, each of the four quarters after they enter school. The report is due by the 10th of the month after the quarter begins.

Report of Change

Article 11 The exchange student will submit a report of change (form 9) to the Chairman in a timely manner under any of the conditions set out in the following items.

i The student desires to turn down the scholarship.
ii The student withdraws from their university, etc.
iii The student changes their name or address.
iv The student has any other personal changes.

Guarantor

Article 12 The exchange student will choose two people who are friends or close relatives who will act as guarantors.

(2) One of the guarantors should be someone who is residing in Fukuoka Prefecture. However, if there is no one suitable in Fukuoka Prefecture, someone residing in Japan who is seen as suitable can fill this role.

Supplementary provision

Date Enacted

1 This guideline will be carried out as of July 1, 1989 (referred to below as enacted date).

Continuation Measures

2 Students, who were receiving funds under the rules of the Fukuoka-ken Kaigai Kyokai’s Exchange Student Scholarships for Descendants of Immigrants from Fukuoka Prefecture as of the day before the enacted date, will continue on as exchange students under the rules of this guideline as of the enacted date.

3 When this guideline is carried out, the formerly used documents from the aforementioned scholarship may be used until changes have been made.

Supplementary provision

Date Enacted

1 This guideline was amended as of October 14, 1991.
Continuation Measures

2 When this guideline is carried out, the formerly used documents may be used until changes have been made.

Supplementary provision
This guideline was amended as of July 1, 1997

Attached graph (See Article 5) Exchange Student Selection Committee

<table>
<thead>
<tr>
<th>Committee Chairman</th>
<th>Fukuoka International Exchange Foundation Managing Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee Vice Chairman</td>
<td>Fukuoka Kaigai Iju Kazokukai President</td>
</tr>
<tr>
<td>Committee member</td>
<td>Fukuoka Life &amp; Labor Department, International Exchange Division Manager</td>
</tr>
<tr>
<td>Committee member</td>
<td>JICA KIC Director</td>
</tr>
</tbody>
</table>
For Applicants

For those wishing to study abroad, please read the following instructions before completing the application form. The final selection of students will be in February, 2010. (period of study abroad: from April, 2010 to March, 2011. Arrival in Japan will take place after April 1st.)

Points to consider/Instructions for submitting documents

<table>
<thead>
<tr>
<th>Documents to be submitted</th>
<th>Instructions for writing the form</th>
</tr>
</thead>
<tbody>
<tr>
<td>Form no. 1</td>
<td>The applicant must write all the forms him/herself.</td>
</tr>
<tr>
<td>Form no. 1-2</td>
<td>Please write your name and address in your own language.</td>
</tr>
<tr>
<td></td>
<td>(everything else must be written in Japanese)</td>
</tr>
<tr>
<td></td>
<td>For [generation], please write what generation of Japanese descent you are.</td>
</tr>
<tr>
<td></td>
<td>Please write where your ancestors are originally from.</td>
</tr>
<tr>
<td></td>
<td>For the preferred school of choice, please choose from the list of schools in the Prefecture.</td>
</tr>
<tr>
<td></td>
<td>For the school's name, please write the official name, such as ○○ Junior High School, △△ Senior High School, or ☀☀ University.</td>
</tr>
<tr>
<td></td>
<td>For the department's name, please write the department of your specialty.</td>
</tr>
<tr>
<td></td>
<td>If you have employment history, please list in chronological order, starting with the oldest.</td>
</tr>
<tr>
<td>Form no. 1-3 Area of research and description of contents</td>
<td>This form is important in deciding your acceptance into the university of choice. Please write specifically and in simple words what you would like to study or conduct research on during the exchange program.</td>
</tr>
<tr>
<td>Form no. 1-4</td>
<td>Please indicate your preferred housing method by circling your choice. For details, please ask your Kejinkai Chairperson.</td>
</tr>
</tbody>
</table>
| Form no. 2 | • You do not have to attach a picture of the X-ray, but you must receive a medical examination by a doctor.  
• Please attach one photo (5cm × 5cm) taken within the past three months. |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Form no. 3</td>
<td>• Please read over the contract thoroughly, and make sure you understand everything before you sign it. Also, be sure to contact your referee and receive his or her informal consent.</td>
</tr>
<tr>
<td>Questionnaire</td>
<td>• Please circle all that apply.</td>
</tr>
</tbody>
</table>
| Preferred school of choice | • Please read about study abroad in attachment 1, and indicate your 3 choices of preferred school and department.  
• If you wish to enroll in the economics department of Kyushu University, you must have a level 1 certificate of the Japanese Language Proficiency Test. |
| About Kenjinkai Activities | • The objective of this exchange program is to provide an opportunity for students to expand the knowledge of their specialization, while contributing to the exchanges between Fukuoka Prefecture and their home countries upon return, and taking on the responsibility of their Kenjinkai in the future. Therefore, on the attachment form (About Kenjinkai Activities), please indicate how you plan to participate in your Kenjinkai and what you plan to do for your Kenjinkai upon return. |
* 1 Referee

The referee will assist you in various ways once you are selected as an exchange student. Some universities may require a referee to fill out certain documents. Also, if you are entering a private housing, the referee must become the guarantor. Please have the referee’s approval beforehand.

* 2 Citizenship

We must confirm your citizenship before arriving in Japan. If you have dual citizenship with Japan, please declare it. As well, please write with which passport you are planning to enter Japan. Please keep in mind that some universities cannot recognize you as an international student if you enter Japan with a Japanese passport.

If you are entering Japan as a Japanese citizen, you will need to bring the documents for your family register when you go for your resident registration. Please prepare the documents beforehand.

Other documents to be submitted

- Photos (4 cm x 3 cm) ··· 8 photos. They must be taken within the last 3 months.
- Proof of graduation, or proof of enrollment (attach Japanese translation)
- Transcript, or proof of courses taken (attach Japanese translation)
- Details of research··· As a standard of the selection process, the university may request a sample of work or writing. In particular, if the student wishes to enroll in the Arts-related faculty, please attach a picture/copy of your piece of work.