

Study Support for Doctoral Students

This Study Support is intended to improve the educational and research environment of students in the latter period of doctoral programs as part of study support based on financial assistance in relation to Research Assistant (RA) employment.

**As these guidelines of study support are reviewed every academic year, the contents may change. For details, please check the guidelines announced to the supervisor at the beginning of the semester.*

Student eligibility

This Support apply to students whose enrollment period does not exceed two years and six months, including any leave of absence; however, those specified below shall be excluded.

- 1) Working students receiving a salary or financial support from a company or other organization
- 2) Students who have been accepted as Japan Society for the Promotion of Science (JSPS) Research Fellows
- 3) Students who have been accepted as Research Assistants in the Global COE Program or other projects financed by competitive research funds
- 4) Japanese Government Scholarship Students
- 5) Students who are on leave of absence, are studying abroad or have been authorized to receive necessary research guidance at a graduate school, research institution or other organization of a university other than Hokkaido University
- 6) Students who have failed to pay tuition fees for a semester (either the first or second)
- 7) Students not wishing to serve as RAs
- 8) Students deemed to be receiving other fellowship assistance or financial support equivalent to those specified in points 2) to 4) above

Application requirements

The students specified in “Student eligibility” above shall satisfy the two conditions outlined below.

- 1) Students eligible for tuition waivers for the academic year in question must apply for such before applying for study support.
- 2) Students must apply for Japan Society for the Promotion of Science (JSPS) Research Fellowships before applying for study support

*Apply for the tuition fee exemption at Academic Affairs Office before the new semester starts. In the case you did not apply for the exemption, you have to submit an additional document. e³ office will apply for your tuition fee exemption on behalf of you in the case you are abroad and you are eligible to apply for the exemption.

*Apply for JSPS Reserch Fellowship for Young Scientists at General Affairs Office in May.
(Japan Society for the Promotion of Science: <http://www.jsps.go.jp/english/e-fellow/index.html>)
In the case you did not apply for this fellowship, you need to submit an additional document.

Application method

At First, you have to inform your supervisor that you want to be RA.
Notification of application will be announced to the supervisor at the beginning of the semester.
He/She will recommend you as RA with the necessary documents to Academic Affairs Office.
Applications shall be screened based on supervisor recommendations.

Employment

The number of working hours shall be up to 400 per year (200 in each of the first and second semesters). Working hours for students whose tuition is waived shall be adjusted as follows:

Classification	Full-tuition waiver	Half-tuition waiver	Quarter-tuition waiver
First semester	× (Ineligible)	Up to 100 hours	Up to 150 hours
Second semester	× (Ineligible)	Up to 100 hours	Up to 150 hours

* First semester: April 1 to September 30

* Second semester: October 1 to March 31

Other

Since the RA salary is seen as income, care must be taken when applying for tuition waivers and Japan Student Services Organization scholarships.