

## Hiyoshi Campus (Undergraduate) Important Information Regarding Scholarship Applications in the 2019 Academic Year

- ❗ Students should only apply after carefully reading the “AY 2019 Keio University Scholarship Information Guidebook.”
- ❗ Promptly prepare any documents that require the guarantor’s signature and/or seal bearing in mind the time needed for postage, especially in cases where the guarantor lives separately.
- ❗ Application submission deadlines vary between scholarships.
- ❗ The office hours for the submission of applications are from **9:30 to 15:00 on weekdays** (to be strictly observed).
- ❗ Applications will not be accepted outside of the specified application period and office hours, or at a campus other than that at which the student is enrolled.
- ❗ If there are incomplete or incorrect entries on the submitted documentation, students may be omitted from the screening process.
- ❗ Students should prepare the required documentation and accompanying essays in black pen (erasable pen or pencil not permitted), and ensure that their personal seal has been clearly stamped. Documents without seals affixed will not be accepted. (“Stamping seals” are not permitted.)
- ❗ If there are any questions regarding the documents that have been submitted, the office will first contact the applicant directly by calling his/her mobile phone or by sending an e-mail. All e-mails will be sent to students’ “keio.jp” e-mail addresses. Be sure to regularly check your keio.jp e-mail account after applying for a scholarship and reply to all messages that you receive.  
\*It is possible to set up e-mail forwarding from keio.jp to another e-mail account.

❗ Notices relating to scholarships will be posted on the bulletin board for the Hiyoshi Office of Student Services, Student Life Services Section located on the first floor of the Fourth Building: Section B.



- Screening results, etc. will be announced using the Student ID Numbers of applicants.
- In some cases schedules may be subject to changes or interviews held the day after the screening results have been announced. Please regularly and carefully check the bulletin board if you have any ongoing scholarship applications.
- Be sure to attend the interview on the designated day. In principle, the interview schedule cannot be changed.

❗ There is a Scholarship Information Corner located in front of the Student Life Services counter (no. 11) at the Hiyoshi Office of Student Services on the first floor of the Independence Wing.



- Application guidelines filed for each type of scholarship are available for students to view freely.

❗ Some information on scholarships is available in English at the following website:  
<http://www.gakuji.keio.ac.jp/en/hiyoshi/scholarships/>

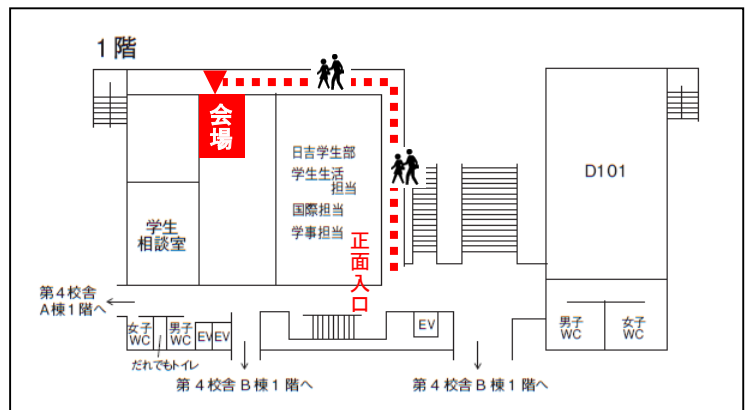
Supplementary information on “JASSO’s Scholarship Loan(s) [(Post-entry applications [applying after commencing studies])” will be posted in Japanese only.

It is presupposed that the application process for JASSO’s scholarship loans, from the initial recruitment of applicants to the application itself and the acceptance of candidates, will be conducted entirely in Japanese.

❗ 日本学生支援機構奨学金【定期採用】の、申請書類提出からスカラネット入力までの流れは下記のとおりです。

<b>(1) 申請書類提出</b>	申請期間内に、『慶應義塾大学奨学金案内2018』p.37にある書類一式を提出してください。書類は一度すべてお預かりします。
<b>(2) フィードバック</b>	書類提出から約一週間後に、書類に不備がなかったかどうかフィードバックします。 ※フィードバックの日時・場所は(1)の申請書類提出時にご案内します。 書類に不備がなかった学生には、スカラネット入力に必要なユーザIDとパスワードを配布します。 不備があった学生は再提出の日を指定します。
<b>(3) スカラネット入力</b>	ユーザIDとパスワードを受け取り後、すみやかにインターネットで入力してください。また、日本学生支援機構へ「メンバー提出書」を送付してください。「大学への書類提出」、「スカラネット入力」、「メンバー提出書の送付」の全ての作業が完了しないと申請したことにはなりません。

❗ 日本学生支援機構奨学金【定期採用】の申請受付は、日吉学生部内の奨学金窓口(⑪番)ではなく、右記の特設会場で行います。学生部の正面入口から入らずに、綱島街道側の通路へ迂回して会場までお越しください。



❗ 高校予約採用の学生の手続きは、奨学金の掲示板を確認してください。

## Supplementary Information on Internal Scholarships

**!** You can check application outlines and guidelines for internal scholarships on the bulletin board, at the Scholarship Information Corner, and on the websites listed below. You must read both the application outline and guidelines when applying for an internal scholarship.

→Internal Scholarship Outlines and Application Guidelines (Hiyoshi) [Keio ID authentication required]

Information on the application periods and deadlines, office hours, and where to apply at Hiyoshi Campus

**<http://www.gakuji.keio.ac.jp/hiyoshi/scholarships/gakunai.html>**

→Internal Scholarship Outlines and Application Guidelines [Keio ID authentication required]

For detailed information on the documents to be submitted

**<https://kif2.keio.jp/jukunai/mita/scholarships/gakunai.html>**

**!** If students fail to attend the interview, they will be disqualified from the application process and will not be put forward for the scholarship in the academic year concerned. Moreover, this may also influence the screening process for other scholarships. Although in principle the date for the announcement of screening results and the dates and times for the interviews will be included on the recruitment notice, students should ensure that they check the bulletin board regarding the date and time of the interview on the day that the screening results are released.

# Supplementary information on private organizations and local government scholarships will be posted in Japanese only.

It is presupposed that the application process for each of the scholarship providers, from the initial recruitment of applicants to the application itself and the acceptance of candidates, will be conducted entirely in Japanese.

**!** 民間団体・地方公共団体奨学金の募集情報は下記の手順で確認してください。

## (1) 募集中の奨学金を確認

- ・掲示板
- ・閲覧コーナー
- ・Webサイト



日吉キャンパス(学部)の募集奨学金を一覧で順次公開していきます。

対象・申請締切日時等の募集概要を確認してください。  
4月～5月は毎日確認することをお勧めします。

### 【確認方法】

- ・掲示板 (第4校舎B棟1階 日吉学生部 学生生活担当)
- ・閲覧コーナー (日吉学生部 学生生活担当 奨学金窓口(11番)前)
- ・Webサイト【慶應IDの認証必要】

民間団体・地方公共団体 募集中の奨学金

<http://www.gakuji.keio.ac.jp/hiyoshi/scholarships/minkanchihou.html>

## (2) 各奨学団体の募集要項を確認

- ・Webサイト
- ・閲覧コーナー



各奨学団体の募集要項(各奨学団体が作成している詳細な案内)を随時Webサイトにアップします。申請を検討している奨学団体の趣旨、奨学生としての条件(例:「奨学団体主催の会合への出席必須」等)を良く理解したうえで申請してください。  
なお、各奨学団体の募集要項にある出願書類は、特に指定がない限り、学内推薦者になった学生のみが後日指示されて用意するものです。

### 【確認方法】

- ・Webサイト【慶應IDの認証必要】

<https://kif2.keio.jp/jukunai/mita/scholarships/gakugai.html>

**!** 面接を欠席した場合は失格となり、当該年度その奨学金に推薦されることはありません。また、他の奨学金の審査に影響することもあります。

募集掲示の段階で一次選考発表日および面接日時は原則掲載していますが、必ず一次選考発表日には面接日時を掲示板で確認してください。

【問合せ】日吉学生部 学生生活担当 奨学金窓口(11番、独立館1階) 平日8:45～16:45