

# AY 2024

## H Village Scholarship

### Application Guidelines



Those who wish to live in the H Village and receive this scholarship are required to read these application guidelines thoroughly, understand the purpose, intended use, conditions of the scholarship, and complete the necessary application procedures.

#### ■ Purpose and intended use of the scholarship

- **Purpose:** The H Village Scholarship is to support students who wish to live at the H Village, a unit-type international dormitory at Shonan Fujisawa Campus, and are committed to putting the “living while learning, and learning while living” lifestyle into practice through communal living with a diverse group of fellow SFC students from within and outside Japan, but have difficulties in moving into H Village for financial reasons.
- **Intended use:** The scholarship will be used to cover rent, and there will be no obligation to repay the scholarship.

#### ■ Scholarship amount, duration, and number of recipients

- **Scholarship amount:** 50,000 yen per month
- **Scholarship duration:** For 1 year starting from April 2024 for Spring recipients / For 1 year starting from September 2024 for Fall recipients (renewable, up to a total of 2 years)
- **Number of recipients:** Approx. 25 recipients per year for Spring and Fall applications combined

## ■ Eligibility

Applicants must satisfy all of the following conditions ①~④:

- ① Enrolled as full-time students in the Faculty of Policy Management, the Faculty of Environment and Information Studies, or the Faculty of Nursing and Medical Care at Keio University in April 2024.
- ② Able to reside in a unit room at the H Village for at least one year from April 2024. (However, international students moving into rented rooms by the university will not be eligible.)
- ③ Must have a full understanding of the purpose indicated by this scholarship and have the necessary ability to act on them.
- ④ The total combined income of the applicant's parents as stated in the "2024 Certificate of Annual Income (covering income from 2023)" must be less than 12,000,000 yen (including tax) in salary/pension income and less than 7,920,000 yen (including tax) in business income. \*

\*The total income before deductions of residence tax, insurance premiums, etc. If a person other than the father or mother is the primary financial provider, the income will be determined based on the salary/pension income, or business income of that person. If there are multiple types of income, they will be added together to determine the overall income.

## ■ Application method, period, and where to submit

### ● Application method:

Prepare the following documents and upload them via the prescribed online form to apply.

- ① Documents relating to academic grades [Required for Every Applicant]
  - Current students (those enrolled for more than two semesters): Submit a copy of your most recent transcript
  - New students and current students in their first semester: Submit an Official School Report from your high school, etc.
- ② Both parents "2024 Certificate of Annual Income (covering income from 2023)" [Required for Every Applicant]
  - Submit the Certificate of Annual Income issued by the city/ward office where the household has been located since January 1, 2023.
  - This document is required to verify the number of people in the household including spouses and dependents, and the amounts, breakdowns, and types of incomes and earnings as well as types of deductions. The name of the Certificate of Annual Income varies from city to city, so please make sure to apply to the city/ward office to ensure that all of these items are clearly indicated on the certificate. Tax certificates issued by the tax office will not be accepted. In addition, we will not accept documents in which the income, etc. is hidden by asterisks ("\*\*\*\*\*"), etc., in which all family members income are indicated on one certificate, or in which only taxable/non-taxable income is certified.

- This document must be submitted irrespective of whether there is an income or not.
- If a person other than the father or mother is the primary financial provider, proof of income for that person must also be submitted.
- If you reside overseas, submit equivalent documentation to certify income in lieu of a Certificate of Annual Income. For documents in languages other than Japanese or English, clearly mark the name of the form, year, income (salary) amount, income period, name of recipient, and date, and complete (or attach) a Japanese or English personal translation of the document.

③ Certification of income [Submission required only if applicable]

- In cases where you have changed workplace, position, or have undergone a reduction in salary or been rehired on or after January 2, 2022, and as a result your total income for the entire year is not included on the Certificate of Annual Income, you will be required to submit documentation showing the reason and your current annual income. (e.g. Certificate of Expected Annual Income, three most recent month's pay statements, etc.)
- In cases where you have retired, closed your business after January 2, 2022 and are currently unemployed, you will be required to submit a "taishoku shōmeisho" (Certificate of Resignation), "resekihyo" (Proof of Unemployment), "koyō hoken jyukyū shikakushashō (employment insurance certificate)," "haigyō shōmeisho (document proving business closure)," or any other document that indicates this fact.

● **Application period:** Same as the application period for dormitory admission

• **First application period:**

9:00 a.m. on Friday, December 15 – 3:00 p.m. on Tuesday, December 19, 2024 (JST)

**Eligible students:**

Current and new students (self-recommended admissions (admission of AO),  
returnee entrance examinations, graduate(s) of Keio Academy of New York)

• **Second application period:**

9:00 a.m. on Tuesday, February 27 – 3:00 p.m. on Friday, March 1, 2024 (JST)

**Eligible students:**

Current students (excluding those who applied in the 1st term), new undergraduate students (general entrance examinations, graduate(s) of Keio University Affiliated Schools, etc. (excluding Keio Academy of New York)), and new graduate students

● **Where to submit:**

<https://forms.gle/mCMkFR4qsHremqZ68> (←Available only during the Application period)

※When you apply for H Village Scholarship by online, you need to fill out [<these contents>](#). Please make sure to prepare the answer and the document you need to register beforehand.

## ■ Announcement of selection results and procedures after acceptance

- **Selection results:** All applicants will be notified by email **by the end of the month following the respective application deadlines** for the first and second application periods.
- Scholarship candidates will be selected through a document screening process based on academic achievements, financial situation of household, and application details.
- After being selected as a scholarship candidate, candidates must satisfy all of the following conditions ①~③ in order to be officially selected as a scholarship recipient and receive the scholarship. Further details will be provided separately to the recipients.
  - ① Recipient must be enrolled at Keio University in April 2024.
  - ② Recipient must complete the contract procedures for the H Village and move into the dormitory within the prescribed period.
  - ③ Recipient must complete the prescribed procedures at the SFC Office Student Life Section within the prescribed period (scheduled for early April 2024).
- After official selection of the scholarship recipients, the scholarship is scheduled to be dispersed at the end of May and October 2024 (Half of the total amount will be dispersed in spring and the other in fall.)

## ■ Precautions when applying

- This scholarship may be combined with other scholarships. However, the conditions will be in accordance with the criteria set forth by the other scholarship.
- Inquiries regarding the status of your application or the selection process for this scholarship will not be responded to.
- In the event of any of the following, the student will be terminated as a scholarship recipient and must return all or part of the amount of the scholarship granted.
  - ① Taking a temporary leave of absence, withdrawing, or being suspended from university for violating the University Regulations
  - ② Leaving/moving out of the H Village
  - ③ Failure to pay rent owed from the previous semester
  - ④ Falsifying information on the application form and/or submitted documents
  - ⑤ Other cases in which the student is deemed unsuitable as a scholarship recipient

**[Inquiries]** Keio University Shonan Fujisawa Campus (SFC) Office, Student Life Section

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