

## Tokyo Tech Program for Development of Co-creative Experts towards Top-level AI Research

### Spring Enrollment FY 2024 Application Information

**The name of this program will be changed following the merger with Tokyo Medical and Dental University to establish Institute of Science Tokyo on October 1, 2024. Applications may be cancelled or the details of the support and obligations of the supported students may be changed due to budget constraints or review of the program.**

#### 1. Purpose of This Program

Since FY 2021, Tokyo Tech has supported doctoral students who will play a key role in the future of science, technology, and innovation in Japan based on "Tokyo Tech Advanced Human Resource Development Fellowship for Doctoral Students" and "Cross the border! Tokyo Tech pioneering doctoral research project" subsidized by Ministry of Education, Culture, Sports, Science, and Technology (MEXT) and Japan Science and Technology Agency (JST), respectively. These programs have sought to empower such students to pursue a doctorate without hesitation, financial burden, or career uncertainty, and to choose diverse career paths that maximize their potential.

From FY 2024, the Institute will continue the basic initiatives of these programs and integrate them into a new program, "Tokyo Tech Program for Development of Next-Generation Front-Runners with Comprehensive Knowledge and Humanity." Furthermore, the Institute will initiate a new program "Tokyo Tech Program for Development of Co-creative Experts towards Top-level AI Research", which focuses on fostering human resources who specialize in the next-generation AI-related research.

This program aims to cultivate top-level next-generation AI researchers with a broad perspective looking five to ten years into the future, and to integrate data science and AI education and advanced next-generation AI research activities under a university-wide system to develop co-creative experts who can (1) make full use of data science and AI, (2) interact with others in data science and AI, and (3) teach data science and AI. Through the development of human resources equipped with these three elements, the Institute hopes to contribute to solving social issues by fostering top-level experts in the fields of data science and AI and developing outstanding human resources capable of international leadership in these fields. Supported students will each receive a sufficient research incentive grant equivalent to living expenses and support for research expenses for up to three years, and will participate in various initiatives aimed at improving their research and teaching skills.

#### 2. Expected Program Slots

A few (expected number)

This is the only opportunity for students enrolling in or advancing to doctoral studies at Tokyo Tech in April 2024 to apply for this program. In the event that a student withdraws after being selected, a previously unsuccessful applicant for this round may be moved up and selected.

Please note that this offer is conducted on the assumption that this program will be selected by JST, the grant provider. If the application is not selected, this offer will be cancelled.

### 3. Eligibility

Applicants must meet all the following requirements:

1. Students enrolling in or advancing to Tokyo Tech's doctoral program in April 2024
2. Those who live in Japan as of April 1, 2024 and have a bank account in their name
3. Those who are willing to contribute to the creation of science, technology, and innovation in Japan even after completing the doctoral program
4. Those who are willing or are aiming to conduct top-level research in a wide area of research related to the field of next-generation AI that integrates different fields in a cross-disciplinary manner
5. Those who wish to devote themselves to research in the doctoral program and independently choose their own careers

Note: Students to whom any of the following conditions apply are not eligible:

- a. Those who are or will be receiving scholarships or grants that restrict them from receiving funding from other sources, such as recipients of the JSPS Research Fellowship for Young Scientists, Japanese government (MEXT) scholarship students, and recipients of overseas government scholarships.<sup>1</sup> For university-recommended private scholarships, etc. which restrict them from receiving funding from other sources such as this program, applicants who have applied for the private scholarships by themselves can apply for this program but must withdraw from this program if they are selected for the private scholarship. In addition, those who have registered for a university-recommended private scholarship through the Registration Form for Privately Funded Scholarships and have been selected and have agreed to be a candidate for the scholarship which restricts them from receiving funding from other sources must withdraw from this program, even if they are still in the process of selection.
- b. Those who are recognized as earning stable income such as salaries and executive compensation exceeding 2.4 million yen per year as living expenses from the university or company to which they belong, as of April 1, 2024. However, part-time jobs, RA/TA compensation, paid internships, etc. are not considered stable income and are not subject to the 2.4-million-yen annual income limit. Even in such cases, it is not acceptable if such activities affect the fulfillment of supported students' obligations.
- c. Those who are planning to take a leave of absence.<sup>2</sup>

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<sup>1</sup> Applicants who are scheduled to receive the Tokyo Tech Tsubame Scholarship for Doctoral Students, or IIR New Research Fellow Program can also apply. However, if you are selected for this program, those scholarships must be terminated. You cannot receive both. In principle, students enrolled in Tokyo Tech Academy of Leadership and other Tokyo Tech Academies are eligible to receive the scholarship for this program. For details, please contact the administrative staff of each Academy, as there are differences between each Academy, such as conditions for concurrent pay, etc.

<sup>2</sup> If the leave of absence is for reasons such as study abroad, childbirth, childcare, or injury or illness, and the committee approves, selection of the student may not be cancelled. In this case, payment of the research incentives and research funds will be temporarily suspended during the period of the leave of absence, and will be resumed when the student returns to Tokyo Tech. If you are planning to apply for this program, please consult with us in advance using the inquiry form (see "10. Contact") on our website.

## 4. Support

### 4-1. Amount of support

Item of expenditure	Amount	Eligible persons	Payment method
a. Research Incentives (equivalent to living expenses)	3.60 million yen per year (300,000 yen per month)	All	Monthly remittance to the account specified by the student
b. Research Funds	300,000 yen per year	All	Budget execution management at the Institute
c. Off-Campus Study Plus	Varies by destination and period	Selected from applicants	Budget execution management at the Institute

#### a. Research Incentives (equivalent to living expenses)

- In principle, monthly payments are made to the account designated by the student. However, the first payment will be made in July for the months of April through July.
- There are no restrictions on how the money is used, and unused portions are not subject to return. Reporting to the Institute is not necessary.
- Research incentives are treated as miscellaneous income under the tax law and are subject to income tax and resident tax.
  - In principle, you need to file a final tax return every year.
  - If you are regarded as a dependent for health insurance or dependent allowance purposes, be sure to contact the person who is obligated to support you (such as a parent) and the relevant person in charge at their workplace. (In principle, you need to be removed as a dependent.)
  - You are required to complete and manage your own social insurance (pension, etc.) procedures.
  - Please contact your local tax office for information on tax treatment and final tax returns.

#### b. Research Funds

- Expenses can be paid as long as they are necessary for conducting your own research. However, there are some expenses that cannot be included.
- Please use the funds responsibly and in accordance with the plan described in the application documents.
- The budget will be managed by the Institute, and your academic supervisor will be the Administrative Budget Manager. Tokyo Tech will retain ownership of all items purchased.
- The period of use is limited to the current fiscal year. In principle, unused funds cannot be carried over and must be returned.

#### c. Off-Campus Study Plus

This program provides additional support for travel and other expenses (airfare, lodging, daily allowance, visa fees, etc.) when conducting off-campus studies. Details will be provided again after you are selected.

#### 4-2. Support Period

Up to 3 years (April 1, 2024 - March 31, 2027)

This support is available only while enrolled in the doctoral program. If the period of enrollment is interrupted by a leave of absence or exceeds three years, support will not be available during the subsequent period. However, if the leave of absence is for reasons such as study abroad, childbirth, childcare, or injury or illness, the support may be temporarily suspended and then resumed or subsequently extended, depending on individual circumstances.

#### 4-3. Notes

- If doctoral students who are selected as JASSO (Japan Student Services Organization) Type 1 Scholarship recipients are selected for this program, they are not eligible for the scholarship return waiver certification under the "Scholarship Return Waiver Program for Outstanding Achievement".
- The program provides financial support for students' research, and no employment relationship will be established between the students and Tokyo Tech. Therefore, it is necessary for students to take care of their own social insurance, pension, etc.

### 5. Obligations

Students selected for this program will have the following obligations:

- Understanding the purpose of the program and striving to acquire skills
- Complete courses in accordance with the requirements for completion of a university-wide education program "Expert Level Plus" composed of Progressive Advanced Data Science and Artificial Intelligence Courses of the Center of Data Science and Artificial Intelligence.
- Complete the TF (Teaching Fellow) training program established by the Center of Data Science and Artificial Intelligence, which aims to provide young researchers with educational leadership skills in addition to advanced expertise.
- Participate in the Data Science and AI Doctoral Forum to do research exchange across disciplinary boundaries and to foster creative problem-solving ability
- Taking the designated research ethics and compliance training
- Indicating in acknowledgments that you have received a grant from this program
- Submitting a summary of the above performance and research achievements by the designated date
- Submitting an expenditure record that contains details of the use of research funds, etc.
- Filing a tax return every year
- Cooperating in career-related follow-up surveys for up to 10 years after completing the doctoral program

### 6. How to Apply

Only applicants who have completed both "6-1. Online application form submission" and "6-2. Submission of

documents" within the following acceptance period will be considered. Please note that if only one of the two is completed, the application will be considered to have been withdrawn and will be excluded from the screening process.

**Application period: Monday, April 1, 10:00 a.m. (JST) to Monday, April 15, 11:00 a.m. (JST) (strict deadline)**

It is possible to apply for "Tokyo Tech Program for Development of Next-Generation Front-Runners with Comprehensive Knowledge and Humanity" concurrently with this program. The two sections "6-1. Online application form submission" and "6-2. Submission of documents" are the same as this program. As the application process will be completed at the same time if applying for both programs, please be careful not to make duplicate applications.

#### 6-1. Online application form submission

- Applicants are requested to fill out and submit the online application form.
- The URL for submitting the documents in "6-2. Submission of documents " is shown in the online application form. Please be careful not to overlook the URL, as it is posted only in the application form.
- After submitting the form, we will not accept any corrections or re-submissions. (In the event of duplicate submission, the earlier submission will be invalidated.) The confirmation screen will not be displayed before submitting the form. Please be sure to check the information you have entered before clicking the submit button.
- Screening will be based on the information provided at the time of form submission. Any discrepancies, errors, or falsehoods may be disadvantageous in the screening process.

**Online application form URL** <https://forms.gle/1B7HpQQN14J7L2Eo7>

#### 6-2. Submission of documents

##### (1) Application form

- Please download the form from the program's website.
- Please rename the file as below.  
→ Student number<sup>3</sup>\_Name\_申請書 (Example: 24D00000\_Toukou Taro\_申請書)
- When you have finished filling out the form, please upload it in PDF format to the URL indicated in "6-1. Online application form submission."

Note: Regarding the signature of the expected academic supervisor

When applying for this program, applicants must consult with their academic supervisors in their doctoral degree program and obtain their approval to apply for this program. When it is difficult to obtain the signature of your academic supervisor, contact the administrative office via the website inquiry form (see "10. Contact") before the deadline.

##### (2) Transcript of master's degree

- Please rename the file as below.

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<sup>3</sup> This refers to the student ID number of Tokyo Tech's doctoral program.

→ Student number\_Name\_成績証明書 (Example: 24D00000\_Toukou Taro\_成績証明書)

- Please upload it to the URL indicated in "6-1. Online application form submission." Illegible applications will not be accepted.

### (3) Bank transfer request form<sup>4</sup>

- Please download the form from our website.
- Please rename the file as below.

→ Student number\_Name\_振込依頼書 (Example: 24D00000\_Toukou Taro\_振込依頼書)

- When you have finished filling out the form, please upload it in Excel format to the URL indicated in "6-1. Online application form submission."

### (4) A copy of the relevant bankbook page

- Please submit a copy of your bankbook showing account details including the following items. For banks that do not issue bankbooks, please provide data such as a screenshot that shows the following items.

Required Information: Bank name, branch name, deposit type, account number, account name (kana or roman letters)

- Please rename the file as below.

→ Student number\_Name\_通帳コピー (Example: 24D00000\_Toukou Taro\_通帳コピー)

- Please upload it to the URL in "6-1. Online application form submission." Illegible applications will not be accepted.

## 6-3. Notes

- Those who make false statements in the application documents, etc. will be disqualified and their applications will be rejected. If such falsification is discovered after the selection has been made, the selection may be revoked and the applicant may be asked to return any research funds already paid.
- Once submitted, changes to the application documents or transcripts of master's degrees, etc. will not be accepted.
- Submission of hard copies is not required. We do not accept documents by mail or in person.
- The names and other information of supported students will be released on the website.

## 7. Evaluation

### 7-1. Points of assessment

Preliminary screening will be conducted based on the submitted documents (application form and transcript).

- Is the research plan top-level related in a wide area of research related to next-generation AI?
- Does the research plan include enough cross-disciplinary and integrative elements?

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<sup>4</sup> Please submit the relevant documents at the time of application in order to proceed with the grant procedure as soon as possible after the selection decision is made. Those unable to submit the transfer request form or other documents due to unavoidable circumstances, please be sure to indicate the reason and the expected date of submission on the application form. If you open a bank account within six months of entering Japan, it will automatically be a non-resident deposit account. You can use the non-resident deposit account to receive payment from this program, but the payment may be delayed by a few days.

- Is the budget plan for the funds reasonable and based on the research plan? Is the budget plan well thought out?
- Is the student's career plan ambitious in terms of solving social problems or implementing strategies for solving them, based on their doctoral research and the potential it encompasses?
- Is the research and its social significance easily understood not only by those in the same field of specialization but also to those outside of the field?

7-2. Announcement of the results, etc.

Any changes to the schedule below will be announced on the website.

Announcement of selection results: **Wednesday, June 12, 10:00 a.m. (JST)**

Names of successful applicants will be posted on the website. Please check for yourself.

Successful applicants must immediately fill out the designated form to indicate their acceptance or withdrawal.

Acceptance Deadline: **Friday, June 14, 2024, 9:00 a.m. (JST)**

Non-receipt of your form by the deadline may be considered as withdrawal.

Announcement of additional selection results: **Wednesday, June 12 (afternoon) to Monday, June 17 (morning)**

If any of the successful applicants withdraws from the program, alternative candidates will be selected from unsuccessful applicants. Only the relevant applicants will be contacted by administrative office by email (or phone if urgent). Please respond as soon as possible if contacted by the administrative office.

Announcement of supported student selection results: **Monday, June 17, 2:00 p.m. (JST)**

Names of supported students will be posted on the website.

If any of the supported students withdraws or is subject to revocation, a previously unsuccessful applicant may be moved up and selected. Only the relevant applicants will be contacted by administrative office via email or phone. Additionally selected students will receive funds from the date they are selected up until the originally scheduled end date for the student who withdrew, etc.

## 8. Revocation of Funding

After becoming a supported student, support from the program will be terminated if any of the following occurs:

- The student no longer meets the qualifying criteria for this program
- The student does not fulfill obligations without a valid reason
- The student takes a leave of absence <sup>2</sup>
- The student exceeds the standard period of study (3 years)
- The student withdraws from the program
- The student withdraws, transfers out of, or is dismissed from Tokyo Tech
- The student is subject to disciplinary action
- The student is otherwise found to be unsuitable for the program

## 9. Handling of Personal Information

The personal information contained in the application documents will be strictly managed in accordance with the "National University Corporation Tokyo Institute of Technology Personal Information Protection Rules" and will be used only to carry out the work of this program. In addition, part of the personal information will be used for monitoring by Japan Science and Technology Agency (JST) and a follow-up survey after completion of the doctoral course.

## 10. Contact

For inquiries, please use the "Inquiry Form" on our website (emails or phone calls are not accepted).

<https://tokyotech-crossborder.gakumu.titech.ac.jp/en/contact/contact-form/>

Promotion Office for Education Programs, Student Services Department, Tokyo Tech  
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Tel: 03-5734-2069 Fax: 03-5734-3202

Website: <https://tokyotech-crossborder.gakumu.titech.ac.jp/en/>

