

This is the translated version. If there are any discrepancies, the Japanese version takes precedence.

WINGS-LST Short-Term Overseas Training Support Program Guidelines

Purpose

The WINGS-LST Short-Term Overseas Training Support Program enables students to independently select and coordinate their destinations for international conference presentations or, in addition to such presentations, visit overseas institutions (academic, industrial, governmental, or private). The program aims to help students present their research, receive feedback from experts, understand their research's position in the global academic community, and boost motivation. It also provides opportunities to build networks with potential future collaborators across disciplines.

Support Details

1. Conference Presentation Support

- Participation in conferences in Asia: ¥150,000
- Participation in conferences outside Asia: ¥300,000
- Any expenses exceeding the support amount must be covered by the student.

2. Additional Support

- If the student plans a visit to a research lab or similar for approximately two weeks in addition to the conference presentation, an additional ¥100,000 will be provided.
- Any expenses exceeding the support amount must be covered by the student.

3. Travel Procedures

- Travel arrangements must be made by the laboratory affiliated with the student.

4. Reporting Obligations

- Recipients must submit a report within two weeks after returning to Japan.
- Presentation at the WINGS-LST report meeting may be required.

Credit Recognition

- No academic credit will be granted for conference presentations alone (report submission is mandatory).
- One credit (Practical Training/Off-campus Practicum) will be granted upon submission of a report covering both the conference presentation and institutional visits.

Eligibility

- Students enrolled in the WINGS-LST program.

Number of Recipients

- A limited number of students will be selected.

Period of Implementation

- Travel must take place between August 19, 2025 and February 28, 2026.

Requirements for Supported Plans

A. Participation and Presentation at an International Conference Held Overseas

1. Students must independently plan and present their research at an overseas conference.
2. Only one conference may be attended.
3. Permission from the conference must be obtained before departure (travel to conference without permission is not allowed).
4. International students may not travel to their home country or region.

B. Institutional Visits in Addition to Conference Presentation (Additional ¥100,000 Support)

1. Students must independently plan visits to overseas institutions to receive feedback on their research.
2. Up to two institutions may be visited (excluding the conference).
3. Permission from the host institution must be obtained before departure.
4. The plan should span approximately two weeks.
5. International students may not travel to their home country or region.

Please note that even if you do not participate in a conference, you may still be eligible for support for a research stay of at least two weeks (please consult the secretariat for more information).

Application and Selection Process

- **Application Period:** July 3, 2025 – July 30, 2025
- **Application Method:** Access the application form and follow the instructions:
Application Form

Required Documents:

- Application form
- Abstract of the planned presentation
- List of achievements

- Documentation showing email correspondence with the host institution
- Information about the conference

Pre-application Requirements:

- Contact the host institution (preferably with acceptance confirmed, but contact established is sufficient)
- Consult with your academic supervisor

Important Notes

Overseas Travel Insurance

- You must enroll in the Gakkensai Overseas Travel Insurance or an equivalent policy covering the travel period.
- Insurance costs are the student's responsibility.

Additional Considerations

1. Understand the program's purpose and strive to achieve meaningful outcomes.
2. Apply only after thoroughly considering your academic and research plans.
3. Participants represent the university and must comply with the laws, regulations, and customs of the host country.
4. If you decide to withdraw after being accepted, notify the office immediately (cancellation fees are the student's responsibility).
5. If there are changes to the plan after application, re-evaluation may be required.
6. If deemed unsuitable as a recipient, acceptance may be revoked (you may be required to return any disbursed travel funds).
7. There may be limited time between notification of results and program start, so begin coordinating with host institutions and preparing necessary documents (e.g., visa) in advance.

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