

[For Admitting Universities]  
Points to Note When Recommending Candidates for the Japanese Government  
(MEXT) Scholarship  
for  
Research Students and International Undergraduate Students  
(University Recommendation (Priority))  
in AY 2020

*\*This translation by Tokyo Tech contains extracted information only; for full information, please refer to the original text in Japanese.*

#### IV. 3. Calculation of Grade Point Average

##### (3) If GPA cannot be calculated

If it is not possible to calculate an applicant's GPA, clearly indicate in the Evaluation Form (Form 3) the reason(s) why GPA calculation is not possible. Also indicate the admitting university's basis for judgement, as described in the recommendation letter or letter, etc., that the academic performance of the student in question is equivalent to a GPA of 2.30 or higher. (Example: "In the Department of XXX, the applicant's rank in academic achievement among XX peers, is XX, which is within the top 30%," etc.) In addition, submit copies of the documents listed below. MEXT will not accept alternate evidentiary documents.

- Research Students: As described in V.3.(2)(k) of the Guidelines, a recommendation letter from the department head or similar official of the applicant's previous or current university that states the applicant is ranked in academic achievement within the top 30% of their class or department. The letter must be addressed to the president of the admitting university.
- International Undergraduate Students: Letter, etc. from the head of the applicant's last attended high school or university, or from the applicant's department head at the university, that states the applicant is ranked in academic achievement within the top 30% of their class or department.

Note that if a recommended applicant's GPA is below 2.30, regardless of submission of the above-mentioned recommendation letter, MEXT will not accept the recommendation.