



2019-2020 JLPT Grant

GRANT OVERVIEW

CLAIR provides grants to JET participants who wish to improve their Japanese language skills by taking level N3 or above of the Japanese-Language Proficiency Test (JLPT) and meet the conditions of eligibility. For more details, please refer to the information below.

- **PURPOSE:** To respond to requests from contracting organizations to increase JET participants' Japanese language abilities and encourage JET participants to acquire a level of linguistic proficiency necessary to understand Japanese used in everyday situations in order to foster smoother communication between JET participants and their co-workers and bosses, and facilitate internalisation at the local level.
- **CONDITIONS OF ELIGIBILITY:** In order to be eligible for the grant, you must:
 - 1) Have taken and passed the test in the same fiscal year as the corresponding year in which the JLPT Grant is being offered
 - 2) Have passed level N3, N2, or N1 of the JLPT
 - 3) Be a current JET participant at the time of the test
 - 4) Have not previously passed the same level of the JLPT or higher than the level being taken for the grant
 - 5) Have taken the JLPT at a test site in Japan
 - 6) Provide proof of payment for the test in the applicant's name
 - 7) Have a bank account in Japan for receiving payment of the grant

Note: Tests taken before 1 April 2019 are not eligible. For a list of frequently asked questions and answers regarding eligibility, please refer to the FAQ section below.

- **Grant Amount:** 5,500 yen per person per passed test

IMPORTANT

- ✓ This grant only applies to the JLPT, administered by Japan Educational Exchanges and Services (JEES) and the Japan Foundation—it does not apply to any other Japanese tests.
- ✓ You have to submit (1) the JLPT Grant Application Form, (2) copy of Japanese-Language Proficiency Test Result, (3) copy of the front cover and first page of your Japanese bank book (or a copy of one's ATM card if one's bank does not print bank books) and (4) original receipt or proof of payment in the name of the person applying for the grant directly by surface mail to CLAIR by the designated deadline.
- ✓ You have to have an open bank account in Japan capable of receiving a wire transfer at the time of payment (November for the July test and March for the December test).
- ✓ Japanese study may be a component of your workplace's performance evaluations, so you may wish to inform your supervisor if you are applying for or receive the grant.
- ✓ Please direct questions about eligibility for the grant and the general application process to CLAIR (gyomu@clair.or.jp) via e-mail.



2019-2020 JLPT Grant

APPLICATION PROCEDURE AND SCHEDULE

- The application form for the JLPT Grant can be downloaded from the JET Programme official website.
- If you wish to apply for the grant after passing the JLPT, complete the JLPT Grant Application Form (Form 1), and submit it along with the other required documents directly to CLAIR via post by the designated deadline. Documents sent via e-mail will not be accepted. As a general rule, applications received after the deadline will not be accepted, so please turn in the necessary forms in a prompt manner. .
- The JLPT is offered twice a year. The schedule for receiving the grant is outlined below.

SCHEDULE (July 2019 Test)

22 March (Fri) 2019 to 22 April (Mon) 2019	Application period for the JLPT
7 July (Sun) 2019	Test date for JLPT
Early September 2019	JLPT Test Results sent out
31 October (Thu) 2019	Deadline to send all documents required for grant to CLAIR
Mid - December 2019	Grant funds deposited into bank accounts of grant recipients

SCHEDULE (December 2019 Test)

20 August (Tue) 2019 to 20 September (Fri) 2019	Application period for the JLPT
1 December (Sun) 2019	Test date for JLPT
Early February 2020	JLPT Test Results sent out
28 February (Fri) 2020	Deadline to send all documents required for grant to CLAIR
Late in March 2020	Grant funds deposited into bank accounts of grant recipients

IMPORTANT

- ✓ Please also check the JLPT Grant Eligibility Flow Chart to confirm whether you are eligible for the JLPT Grant.
- ✓ In order to make sure your grant can be processed smoothly, please double-check all the information on your form is correct before sending it to CLAIR.
- ✓ Information about this grant has been sent to your contracting organization, but there is no need for your contracting organization supervisor to send any documents to CLAIR.



2019-2020 JLPT Grant

FAQ

1. ELIGIBILITY

1.1 I am thinking about taking the JLPT in July, but I am not recontracting. The results will not be released until I have finished my term of appointment. Am I still eligible for the grant?

Yes, if you are a current JET participant at the time of the test, you are eligible to receive the grant, even though the results will be released after you have finished your term of appointment, provided you meet the other conditions of eligibility. Please note, however, that in order to receive the grant, you must have an open bank account in Japan capable of receiving wire transfers at the time of payment (November for the July test, late March for the December test). Please understand that payments cannot be made to bank accounts outside Japan.

1.2 I have received the JLPT Grant before, but I would like to try for a higher score this time. Am I eligible to receive the grant again if I pass?

No, you are not eligible if you have previously received the JLPT Grant for the same level from CLAIR. If you have previously passed N2 and then pass N1, or if you have previously passed N3 and then pass N2 or N1, you are eligible to apply for the grant.

1.3 As there is a rule in my country that my JLPT qualification expires after one year, I need to continue to take the test on a yearly basis. Am I still eligible for the grant when I pass the same level of the test that I previously passed in my country?)

No, you are not eligible for the JLPT grant as an aim of this grant is to encourage JET Programme participants to improve their present ability. For example, if you have previously passed N1 in your country and then pass N1 again in Japan, you are not eligible. If you have previously passed N2 in your country and then pass N1 in Japan, you are eligible.)

1.4 Am I eligible for the JLPT Grant if I take the test at a test center outside Japan?

No, even if you meet the other conditions of eligibility, you are not eligible for the grant unless you take the test at a test center in Japan.



2019-2020 JLPT Grant

1.5 As I do not have a credit card, I am unable to pay for the test on my own. I would like to pay for the test through a friend or family member's credit card. In this case, am I still eligible for the grant?

No, even if you meet the other conditions of eligibility, you are ineligible for the grant if you are unable to provide proof that you have paid for the test yourself. There are several forms of payment for the JLPT other than credit card, such as wire transfer, convenience store, etc. Furthermore, even if you do not have a Japanese credit card, it is possible to pay for the test with a Visa, Mastercard, American Express, JCB, or Diners Club credit card.

2. APPLYING

2.1 Do I need the permission of my contracting supervisor to apply for the grant?

No, it is not necessary to obtain permission from your contracting organization supervisor in order to receive the grant. However, you may wish to inform your contracting organization supervisor that you are applying for or have received the JLPT Grant, as Japanese study may be a component of your contracting organization's workplace evaluation.

2.2 Do I have to send anything to CLAIR before taking the JLPT?

No, you are not required to send any documents to CLAIR before taking the test. You will receive notification of the test results several months after taking the test. If you pass and wish to apply for the grant, please promptly submit all required documents to CLAIR.

2.3 I paid for the test by credit card. What do I have to submit as proof of payment?

For payment by credit card, you may send a printed copy of your receipt or credit card statement. The receipt must show the amount of money paid, the date of the transaction and your name. You may wish to redact any other personal information on the receipt or credit card statement.

2.4 Am I still eligible for the grant if I had someone else pay for the test fee?

No, even if you meet the other conditions of eligibility, if you are ineligible for the grant if you cannot provide proof that you yourself paid for the test.



2019-2020 JLPT Grant

2.5 When I paid for the test, I didn't receive a receipt / I am not sure if the receipt that I received is valid as proof of payment for the test. Please inform me of alternative documents I can use as proof of payment for the test.

If you consult the chart (1) below, you can find examples of valid proof of payment sorted by payment method. Also, the necessary items outlined in (2) can be sent to us through surface mail or as online copies. Either way, they are equally valid as alternative documents to show proof of payment.

To find out if the documents you have received when you paid for the test can be used as valid proof of payment, please consult both (1) and (2). In the case that they cannot be used, please obtain the necessary items and turn them in to CLAIR in addition to your grant application.

(1) Valid proof of payment (sorted by payment method)

Payment Method	Valid proof of payment for the test	Valid alternative documents <u>In the case that you don't have the documents in the left column</u>
Bank deposit transfer	Bank book copy	Copies of both of the following: (1) Copy of the front of bank card (2) Online Payment Completion Screen
Credit card	Copy of credit card statement	Online Payment Completion Screen
Convenience store	Copy of the convenience store receipt	Copies of the following 2 e-mails 1) Method of Payment e-mail (MyJLPT) 2) Application Completion e-mail (MyJLPT)
Debit card payment	Bank book copy	Online payment completion screen
Line Pay	Bank book copy	Copies of both of the following: ① Online payment completion screen ② The front of the Line Pay card that you used to pay for the test.



2019-2020 JLPT Grant

(2) Information needed to constitute valid proof of payment.

(This information must all be on a single document that you can turn in to us.)

- ① Name (the name you used to register for the test)
- ② The amount paid for the test
- ③ The purpose of the payment (JLPT/Japanese Language Placement Test)

✘ In addition, be aware that after an inspection of the documents provided to us, there are cases where proof of payment will not be considered valid.

3. RECEIVING THE GRANT

3.1 What do I have to submit in order to receive the grant?

As outlined in the eligibility conditions, you must submit the JLPT Grant Application Form, copy of Japanese-Language Proficiency Test Test Result, copy of Japanese bank book (or a copy of your ATM card if your bank does not print bank books) and original receipt or proof of payment directly to CLAIR by the designated deadline in order to receive the grant. Please be aware that we can only make a wire transfer directly to the JET Programme participant's account.

3.2 My bank in Japan does not print bank books, so I cannot provide a copy of my bank book's inside cover. What should I do?

Some banks in Japan, such as Shinsei Bank and Japanet do not print bank books. However, such banks provide account holders with an ATM card. If this applies to you, please submit a photocopy of the front of your ATM card in place of the bank book copy.



2019-2020 JLPT Grant

4. OTHER

4.1 Does CLAIR offer a grant for levels of the JLPT besides N3, N2, and N1?

No, currently CLAIR does not provide grants for any of the other levels of the JLPT (N5, N4). This grant only applies to the JLPT, administered by Japan Educational Exchanges and Services (JEES) and the Japan Foundation. Please do not submit any documents related to these levels or tests to CLAIR.

4.2 Why does CLAIR only offer a grant for N3 and above?

CLAIR recognizes that JLPT N3 is approximately the level required to understand and communicate in Japanese in everyday situations. While CLAIR and contracting organizations encourage all JET participants to study Japanese, the grant for N3 is aimed at encouraging JET participants to study Japanese and to reach a level where they are able to listen to and comprehend near-natural speed Japanese conversations in everyday situations. Acquiring such skills is likely to lead to smoother communication with one's colleagues and superiors and facilitate increased internationalization in the local community.

CLAIR provides grants for N1 and N2 to JET participants who command a high level of Japanese to support their post-JET careers, whether in Japan or abroad.