SPRING/BOOST（MD）APPLICATION METHOD

Yushima Student Support Office

*This is for medical and dental PhD students (former TMDU)

0 Application Schedule for SPRING/BOOST

Application Schedule for SPRING/BOOST

■Please note that the application periods for each SPRING/BOOST program are different.

※*If you are applying for both SPRING and BOOST, you only need to submit them only once.

BOOST	Monday, April 7, 2025 10:00 - April 22, 2025（Tuesday）12:00 Upload documents via BOX system shown in Forms application *You must complete both the Forms application and the BOX uploading*. ●Forms application by applicant https://forms.office.com/r/rAham2jkmL *The URL for uploading via the BOX is shown in the Forms application. ●Forms confirmation by research supervisor https://forms.office.com/r/tn5aWnNzXb ※Ask your research supervisor to respond to another Forms directly（deadlines are strictly enforced）
SPRING	April 10, 2025（Thursday）- April 22, 2025（Tuesday）12:00 Upload documents via BOX system shown in Forms application *You must complete both the Forms application and the BOX uploading*. ●Forms application by applicant（same as BOOST） https://forms.office.com/r/rAham2jkmL *The URL for uploading via the BOX is shown in the Forms application. ●Forms confirmation by research supervisor（same as BOOST） https://forms.office.com/r/tn5aWnNzXb ※Ask your research supervisor to respond to another Forms directly（deadlines are strictly enforced）

II Application Process

Application Process

■ *Please be sure to check*Application Process

Important 1)	The application will be accepted upon (1) "completion of submission" of the Forms application, (2) "completion of submission" of the documents via the BOX file upload system by applicant, and (3) "completion of submission" of the confirmation in another Forms by the research supervisor. Please submit your application so that everything is completed by the final application deadline. *Please save a screenshot of the completed submission.
Important 2)	The application period is strictly enforced. Applications will not be accepted after the submission deadline for any reason. *Delayed submissions due to communication or other reasons will not be accepted.
Important 3)	If an application is submitted via Forms or the BOX file upload system outside of the application period, the application will be considered invalid.
Important 4)	Please make sure that you are able to submit a Forms application in advance and that there are no problems with the connection environment, such as whether or not you can submit the application in a box.
Important 5)	It takes time to complete the Forms application and to submit documents via the BOX file upload system. Please be sure to submit your application well in advance.

Application Process

■*Please be sure to check*Application Process

Preparation of documents for submission

[Applicant Application]

(1) Forms Application

(2) Submission of documents in a BOX

[Research Supervisor Confirmation] Forms

*Applicant must ask the research supervisor to fill out the confirmation form.

 Application will not be accepted until all of the following steps are completed: (1) Forms application by applicant, (2) Uploading of documents via BOX by applicant, and (3) Conformation by the research supervisor in another Forms. Please make sure to complete all steps.

III Submission Method

Submission Method

■Research achievement（Form A） The file name："Student ID Number_Name_FormA.pdf".

Research Achievement (Worksheet No. 1)

Please fill in required information in entry (*white*) and selection boxes (*blue*) of worksheets no. 1-4.

1. Information of applicant

Name (family_given)

Student ID No.

2. Research plan status (Implementation status of interdisciplinary and international research)

Q1. Does it include joint research with overseas research institutes or laboratories?

0 (select one)

Q2. Does it include joint research with domestic (off-campus) research institutes or laboratories?

0 (select one)

Q3. Does it include collaborative research with other laboratories within the university?

0 (select one)

Q4. Does the research plan directly connect the basic field and the application (or clinical) field?

0 (select one)

Q5. Does the research plan directly connect experimental and theoretical fields?

0 (select one)

Note

Joint research: a collaborative relationship in which the names of both parties are listed in the co-authors or acknowledgments when the research is published.

Don't forget to fill in other worksheets no. 2, 3, 4!

1.Applicant | 2.Publication | 3.Presentation | 4.Others | office use

Input（white field）

or

Select（blue field）

Research Achievement (Worksheet No. 2)

Please fill in required information in entry (*white*) and selection boxes (*blue*) of worksheets no. 1-4.

Publications Original article, case report, review, etc.

Total number 0 (select one)

Note

Limited to those issued/accepted within the last 5 years (later than April 2020). (max. 10 papers)

Please attach the copy of each title page or notice of acceptance in PDF format. (including author, title, journal name, date, etc.)

In certain fields (e.g., engineering) where conference presentations are more important than original papers, you can list them in this sheet.

No. 1 Please enter all the information without omission, even if it overflows.

Authors (notation order)

Role 0 (select one)

Title

Journal, vol, page

Publishing date

Type 0 (select one)

Peer review 0 (select one)

Language 0 (select one)

※*Attach pdf documents（e.g., copy of title page）proving each achievement.

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Submission Method

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■**Research Plan & Self-Promotion（Form B）**   **The file name ："Student ID Number_Name_FormB.pdf".**

Research Plan & Self-Promotion↵

v20250407↵

Applicant's Name (family, given):   Student ID Number: ↵

Graduate Course, Major, Year: ↵

Actual Research Supervisor's Department, Position, Name: ↵

↵

Please name the file "<*Student ID number*><*Name*>_FormB.pdf" (e.g., 4320000TaroHakushi_FormB.pdf) **and convert it to PDF format.** ↵

Please follow the instruction in the online application form (MS Forms), **put together these files to be submitted,** ↵

and submit them through the BOX File Upload System. ↵

***↵

[Research Title]: ↵

↵

[Research Plan]   *Describe how your research is different and unique from other projects in the lab.↵

     *If you are in second year or above, please describe your research plan and accomplishments.↵

↵
↵
↵
↵
↵

[Self-Promotion]↵
↵
↵
↵

No movement

movable

Please delete this column (blue part) before submitting.
Please do not delete instruction notes in the form B (black).

Please write **[Research Title], [Research Plan]** and **[Self-Promotion]** in **3 pages** together (convert the file to PDF format). The heading **[Self-Promotion]** can be moved.
The font size must be 10.5pt or more, and please write in a readable style without forcibly reducing the line spacing.
Colored chart may be included appropriately.

[Research Title] [Research Plan] must include the followings:
1. Specific research plan and progress that the applicant works on
   *Final year student should focus on the achievement of your graduate study.
2. About the characteristics, originality, future prospects, etc. of the corresponding research compared with the previous studies in and out of the lab.
3. Specify the contents that the applicant will be in charge when the research is conducted in cooperation with multiple people
4. Specify the contents that the other party and applicant will be in charge when it is a domestic / international joint research.

[Self-Promotion] must include the followings:
1. Analysis of the applicant's own strengths regarding the research with evidence
2. Free description of what kind of researcher image you are aiming for in the future

Please follow the instructions（in blue square） and then delete the instruction field.

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IV Submission via the BOX file upload system

Submission via the BOX file upload system

■ Submission via the BOX file upload system

(1)	Please submit all separate files to the BOX file upload system at one time. (Zip files are not acceptable)
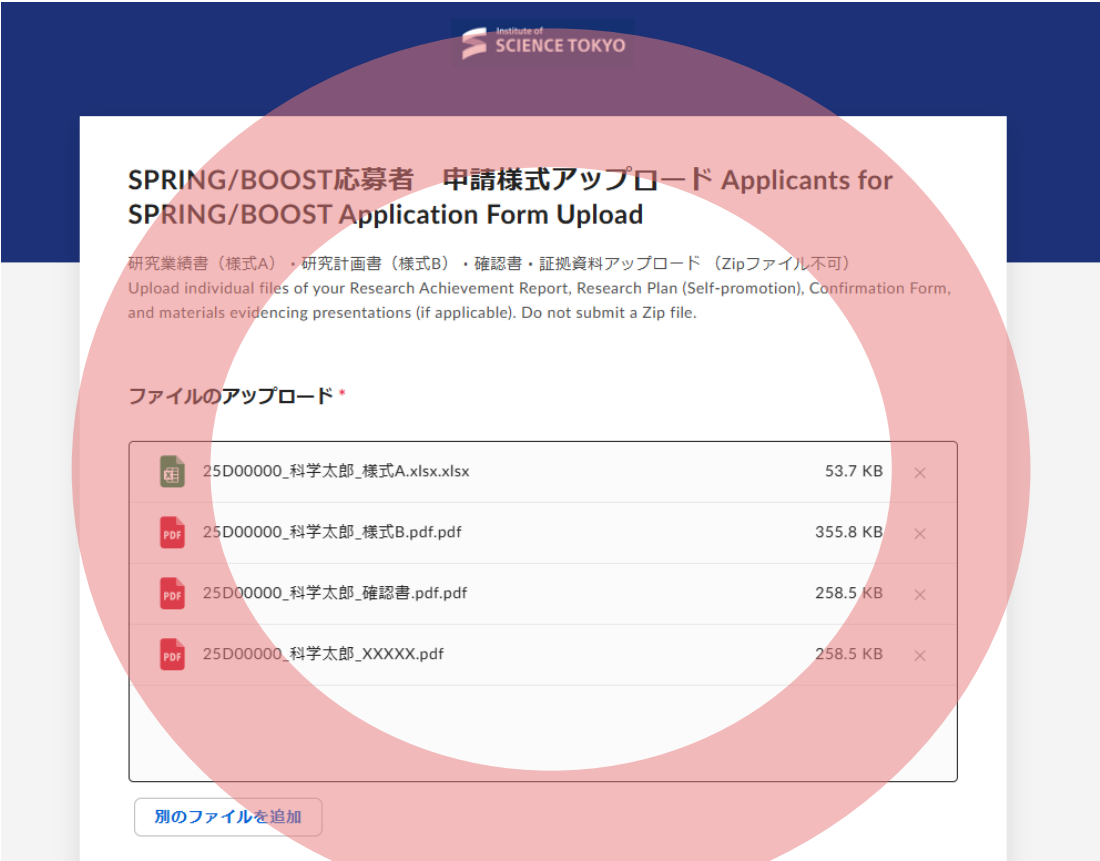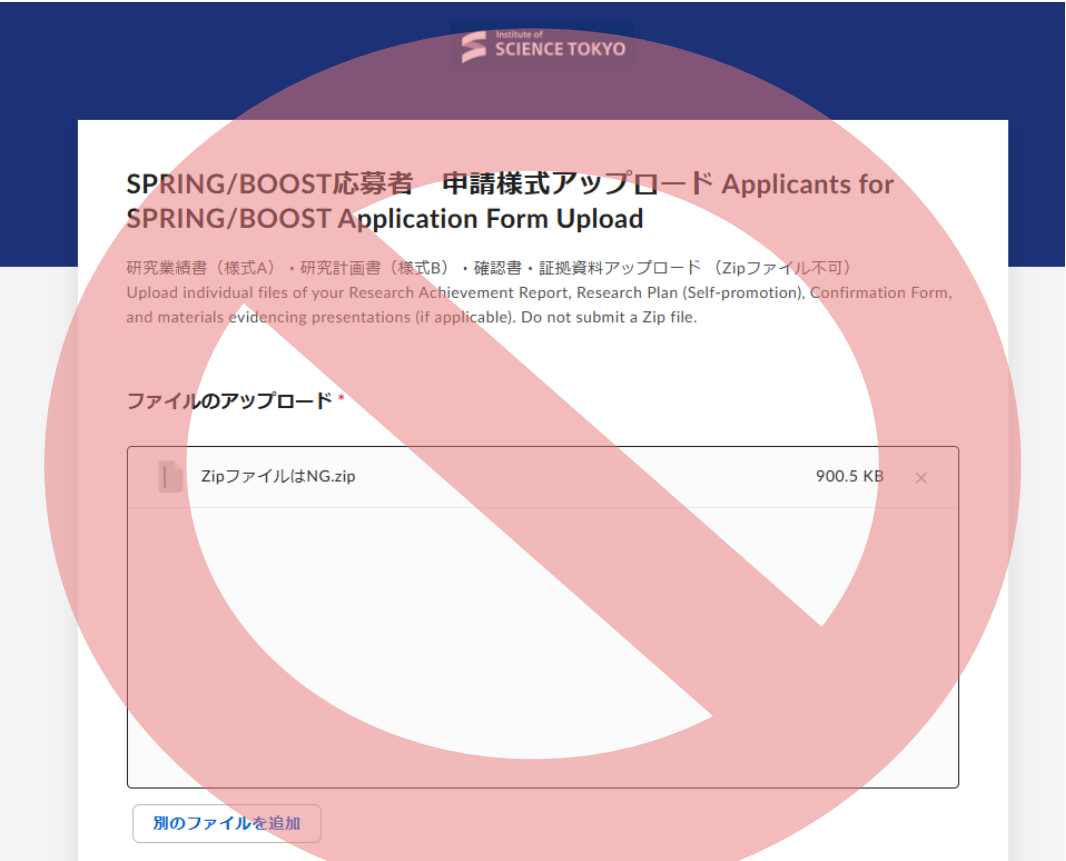
Submission via the BOX file upload system

(2)	**The file name and file format to be submitted should be changed as instructed in the application guidelines.**

BOX File Upload Submitted File

・Achievement（FormA）（Excel）
Upload the file name of the Research Achievement Form (Form A) as "*Student ID Number_Name_*FormA.xlsx" in Excel format.

・Research Plan (Self-promotion)（FormB）（PDF）
Convert the Research Plan (Self-Appeal) (Form B) to PDF format with the file name "*Student ID Number_Name_*FormB.pdf".

・Confirmation Form（PDF）
"*Student ID Number_Name_*Confirmation Form,pdf"

・Attached documents certifying research achievements
  *For the number of cases
A PDF copy of the title page for your published papers (which should include information about the author, title, journal name, date, etc.) and the abstract page of your presentation at an academic conference (which should include information about the presenter, title, conference name, etc.). Note that research achievements without attached documents will be excluded from evaluation.

SPRING/BOOST応募者　申請様式アップロード Applicants for SPRING/BOOST Application Form Upload

研究業績書（様式A）・研究計画書（様式B）・確認書・証拠資料アップロード（Zipファイル不可）
Upload individual files of your Research Achievement Report, Research Plan (Self-promotion), Confirmation Form, and materials evidencing presentations (if applicable). Do not submit a Zip file.

ファイルのアップロード *

25D00000_科学太郎_様式A.xlsx.xlsx	53.7 KB
25D00000_科学太郎_様式B.pdf.pdf	355.8 KB
25D00000_科学太郎_確認書.pdf.pdf	258.5 KB
25D00000_科学太郎_XXXXX.pdf	258.5 KB

別のファイルを追加

Submission via the BOX file upload system

Institute of SCIENCE TOKYO

(3)	In principle, submission should be done only one time. *If there are changes or additions to some documents during the submission period, please resubmit the documents (files) with such changes, etc. Please rename the file name by adding with the word "replacement" first. If the application in the Forms has already been completed, there is no need to recomplete it in the Forms again.

SPRING/BOOST応募者　申請様式アップロード Applicants for SPRING/BOOST Application Form Upload

研究業績書（様式A）・研究計画書（様式B）・確認書・証拠資料アップロード（Zipファイル不可）
Upload individual files of your Research Achievement Report, Research Plan (Self-promotion), Confirmation Form, and materials evidencing presentations (if applicable). Do not submit a Zip file.

ファイルのアップロード *

| 差し替え_25D00000_科学太郎_様式A.xlsx.xlsx | 53.7 KB | × |
| 差し替え_25D00000_科学太郎_XXXXX.pdf | 258.5 KB | × |

別のファイルを追加

Submission via the BOX file upload system

■ Submission via the BOX file upload system

(3)	If you wish to apply for both BOOST and SPRING, you only need to submit the Forms and BOX application commonly. As for the Form B, you can submit two files separately for SPRING and BOOST.
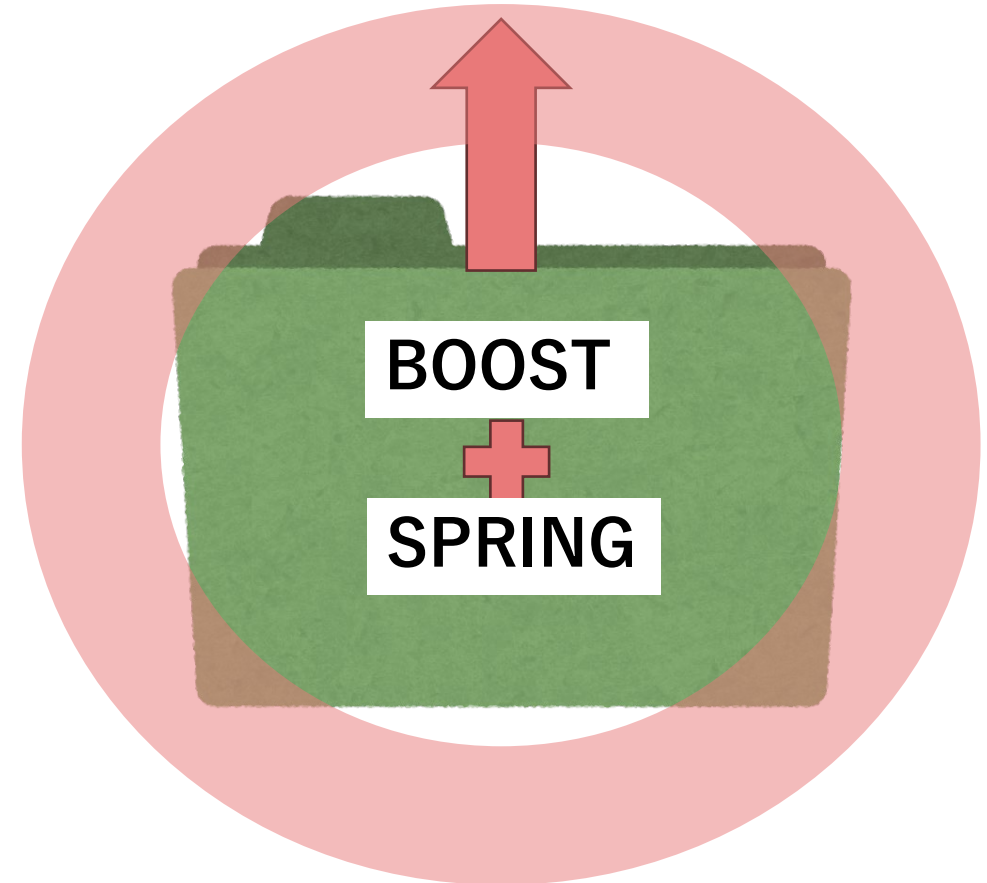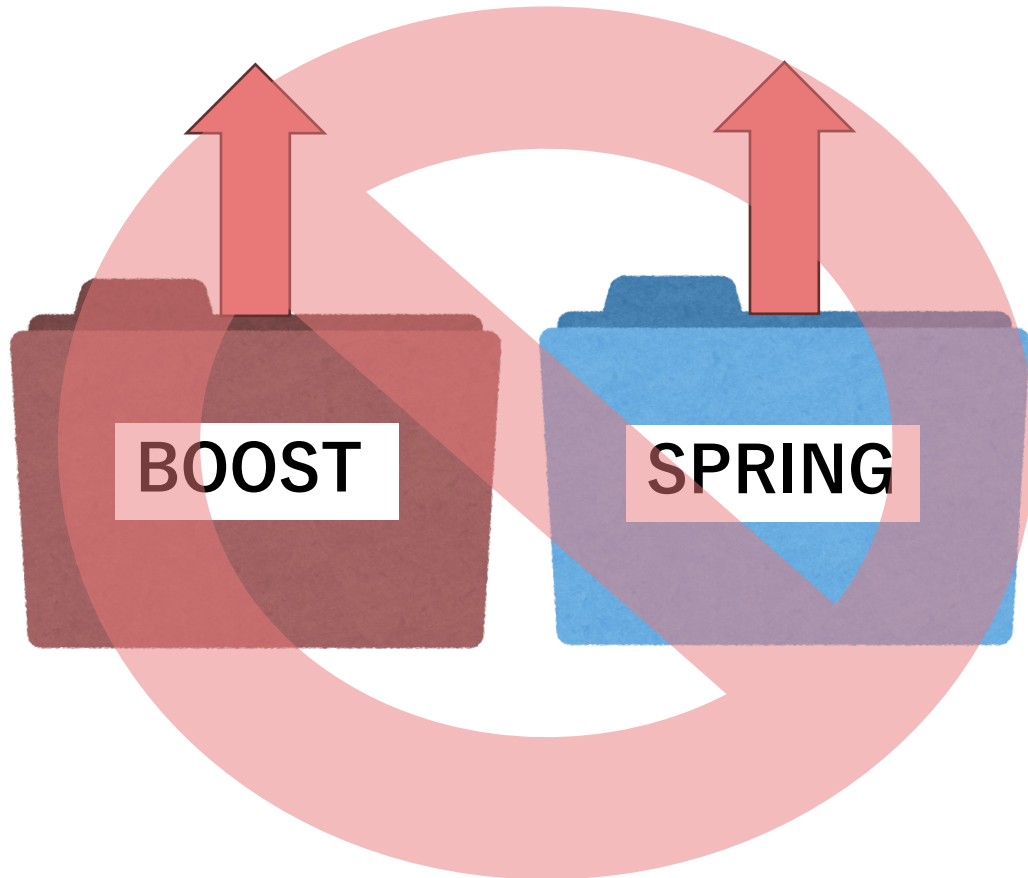
Ⅴ Details of Forms Application （Reference）

If you would like to confirm the details of your Forms application in advance, please refer to the following information.

Details of Forms Application (Reference)

A. 応募者情報

Applicant Information

Details of Forms Application (Reference)

A. 応募者情報

Applicant Information

Details of Forms Application (Reference)

A. 応募者情報
Applicant Information

※**BOOSTに申請する場合、必須の質問です。**
***This is a required question only when applying to BOOST.**

Details of Forms Application (Reference)

A. 応募者情報

Applicant Information

Details of Forms Application (Reference)

A. 応募者情報

Applicant Information

Details of Forms Application (Reference)

B.研究業績
Research Achievements
& 研究計画 Research Plan

Details of Forms Application (Reference)

C.研究業績
応募者の経歴と収入見込
Applicant's Background
 and Income Expectation

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C.研究業績
応募者の経歴と収入見込
Applicant's Background
 and Income Expectation

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C.研究業績
応募者の経歴と収入見込
Applicant's Background
 and Income Expectation

Details of Forms Application （Reference）

最終確認

Final Check