

## Application Form for **Sponsored Research**

Application Date: Month Day, 20\_\_

To: Kyushu University  
Dean, [Name]  
[Department Name]

Applicant  
[Address]  
[Organization Name]  
[Representative Name and Title]  
[Seal/Signature]

Applicant hereby applies to Kyushu University for the Sponsored Research described in the Attachment 1 in accordance with Kyushu University's Sponsored Research Regulations.

## Attachment 1

1. Research Theme <sup>1</sup>			
2. Description of the Research			
3. Research Period	From: _____, 20__ To: _____, 20__		
4. Research Team “*” indicates Principal Researcher	Name	Department	Title
	*		
5. Research Expenses <sup>2</sup>  Check one of the followings:  __Payment in Full in Advance  __Multiple Payments (Including Consumption Tax)	Period	Research Expenses	
	Mo. Day, 20__ ~ Mo. Day, 20__	Direct Expenses	JPY
		Indirect Expenses <sup>3</sup>	JPY
		Subtotal	JPY
	Mo. Day, 20__ ~ Mo. Day, 20__	Direct Expenses	JPY
		Indirect Expenses	JPY
		Subtotal	JPY
	Mo. Day, 20__ ~ Mo. Day, 20__	Direct Expenses	JPY
		Indirect Expenses	JPY
		Subtotal	JPY
Grand Total	JPY		
6. Equipment Received <sup>4</sup>	Name	Type/Model No.	Amount
7. Administrative Contact	Kyushu University (Principal Researcher)	Affiliation:	Tel:
		Title:	
	Applicant (Contract Specialist)	Name:	Email:
		Mailing Address:	
Applicant (Contract Specialist)	Affiliation:	Tel:	
	Title:		Fax:
	Name:		Email:
8. Additional	Please check, if applicable: __Following student(s) of Kyushu University will attend the research as (a) research collaborator(s);		

	[Name, Department Name] __The Indirect Expenses are deducted in accordance with the Article 7.3 of Kyushu University's Administrative Instructions for Sponsored Research. __Others: ( Please note here if any. )
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- 1) Each year, Kyushu University publishes research themes and names of research collaborators of sponsored researches conducted in the previous year.
- 2) In cases of Multiple Payments, please specify the Research Expenses for each period.
- 3) The Indirect Expenses should be equal to 30% (rounded up to the nearest 1,000 JPY) of the Direct Expenses.
- 4) In cases Applicant provides any equipment to Kyushu University, please list here.