AY2020 HIGO Program Grant for English Proofreading of Research Papers

1. The Purpose of HIGO Program

The HIGO program (Health Life Science: Interdisciplinary and Glocal Oriented Program) nurtures next-generation professionals in healthcare and other specialized areas, sincerely committed to Health Life Science and research pursuits, who will apply their state-of-the-art technologies and skills to promote healthcare and disease control in global-regional levels, comprehending the resonant correlations between local phenomena and global issues, to effectively solve the problems specifically happening in Kyushu, the rest of Japan and Asia. Facing the rapid development, specialization and segmentation of the field of Health Life Science, it is essential to present study outcomes in more comprehensible manners to society. In order to foster the ability of students to publish their research results in journals, we support the cost for English proofreading of HIGO Program students.

2. Eligibility

HIGO Program Students

3. Expenses Eligible for Support

We provide financial aid covering the cost for English proofreading of research papers which suit the purposes of the HIGO Program. Students can apply for this grant up to twice in AY2020. Note that we will stop accepting applications when the budget has run out. Also, we cannot receive an application if its payment will not be completed by the end of this academic year. See the appendix for details.

4. Amount of Grant

We will cover the actual cost for professional English proofreading of research papers.

5. Application Process

(1) How to apply

Fill out the designated application form in English and submit it with supporting documents to the HIGO Program Office. Refer to the appendix for the details of required documents.

(2) When to apply

Submit your application promptly after the completion of your research paper that is eligible for support.

6. Screening

HIGO Program Committee members will review your application and determine whether your application merits support.

7. Others

In addition to the above, be mindful of the items in the appendix. The items above are subject to change depending on future amendments of internal policies, regulations and/or procedures of the HIGO Program, departments, and Kumamoto University.

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[Appendix]

Important Notes for Grant Applicants

I. Acceptable Papers

We accept research papers which suit the purposes of the HIGO Program and written in English. Applicants must be a first or corresponding author of the paper.

You should place an order with professional English proofreading service after your application has been approved. However, we will also cover the cost even if your order had been done before you got approved so that you can publish your research results as soon as possible. In this case, the order should be done on or after the date of your application, and the payment for the order must be completed within AY2020.

II. Amount of Grant

We will cover the actual cost required for professional English proofreading. This grant is intended to support and encourage the young researchers to improve English writing skill of research papers; we cannot cover the cost if your order includes relatively expensive options such as formatting of references and Japanese-English translation.

III. English Proofreading Services

For invoice payment, proofreading agency must be located in Japan, and have a bank account in Japan for receiving payments. They also must be a qualified professional in English proofreading; we cannot pay an honorarium for proofreading by not professionals.

If you order proofreading with the overseas agency which accepts credit card payments online, we also able to cover the expense. In this case, you need to pay its fee in advance, and we will reimburse the costs after the payment for your credit card has been completed. Note that the payment date for your credit card must be within AY2020. Moreover, all the procedure for reimbursement must be completed by the end of AY2020 for accounting purposes.

IV. Payment

The cost for proofreading will be transferred to the bank account of proofreading services or reimbursed to the account of whom paid in advance as stated in the preceding item. In either case, we cannot accept if your order and its payment will not be completed within this academic year. You also need to submit every evidential document relating this support for this payment.

Note that we may set limitations on the number of acceptance and stop accepting applications in the relatively early of this academic year due to related regulations and budget constraints.

V. How to Apply

Submit your application to the HIGO Program Office, using a designated form with the copy of the title page and abstract of your paper. Note that we cannot accept applications sent via email.

Your application will be screened by only one or two of HIGO Program supervisors to protect the confidentiality of your research results. However, if you have any members by whom you would not like to be read your research paper for competitive reasons, you should inform us of it when submitting your application.

VI. Deadline

We will set the application deadline so that we can complete the payment for your English proofreading within this academic year. For more details, contact the HIGO Program Office.