

March 16, 2023



JICA Knowledge Co-Creation Program for Long-Term Participants (JICA Development Studies Program)

**General Information
on
Graduate Studies
of
“Human Resources Development in Science,
Technology and Innovation – AUN/SEED-Net”
JFY2023**

長期研修
「科学技術イノベーション人材育成」プログラム
AUN/SEED-Net 枠 (2023 年度)

This handout provides an overview on the “Graduate Studies of ‘Human Resources Development in Science, Technology and Innovation – AUN/SEED-Net’” program, which is one of Japan International Cooperation Agency (JICA)’s Knowledge Co-Creation Programs (Long-Term). The program will be implemented as part of the Official Development Assistance provided by the Government of Japan based on a bilateral agreement between respective governments.

The objective of the Knowledge Co-Creation Program (Long-Term) is to offer opportunities to scholars from developing countries to study at higher educational institutions in Japan and to help them build their network. This is intended to assist in the human resource development plans of governments in developing countries and Japan, and eventually to expand and strengthen bilateral ties.

0. Background

What is the JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in February 2015, which stated, “In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions, and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together.” JICA believes that this “Knowledge Co-Creation Program” will serve as the foundation for mutual learning.

What is the JICA Development Studies Program (JICA-DSP)

The JICA-DSP is being carried out by JICA as part of the official development assistance (ODA) provided by the government of Japan. The JICA-DSP is offered to international scholars accepted as participants of JICA’s Human Resource Development Project who are enrolled in a degree program at a Japanese university.

<https://www.jica.go.jp/dsp-chair/english/dsp/overview/index.html>

1. Overview

The “Graduate Studies of ‘Human Resources Development in Science, Technology and Innovation – AUN/SEED-Net’” program was launched in the Japanese fiscal year 2023 to support the objectives of the AUN/SEED-Net Transitional Period 2023–2026:

- 1) To nurture internationally competitive personnel with multicultural awareness through academic cooperation among leading higher education institutions for engineering, in the ASEAN and Japan; and
- 2) To advance the education and research capacities of leading higher education institutions for engineering in the region through collaboration and solidarity between institutions and industrial sectors in the ASEAN and Japan.

2. Objectives

The objective of this program is to strengthen the network of AUN/SEED-Net Member Institutions and Japanese universities as well as the educational and research capacity of Member Institutions. To achieve the objective, the program will support the educational and research capacity enhancement of academic staff of Member Institutions through doctoral study at Japanese Partner Universities (hereinafter referred as “JPUs”), thereby contributing to STI and industrial development in the target countries.

3. Course Outline

The course accepts scholars from AUN/SEED-Net Member Institutions in Cambodia, Indonesia, Laos, Malaysia, the Philippines, Thailand, and Vietnam¹ who wish to study at JPUs².

- (1) Major Field of Study: Engineering (10 fields related to AUN/SEED-Net³).
- (2) Receiving Institution: JPU.
- (3) Acceptance period: 3 years (doctoral program) in addition to 6 months as a “research student” before entering the doctoral program.
- (4) Period of stay in Japan: For the academic year 2023, students are expected to come to Japan in the fall of 2023 as research students.

Research Student Program (6 months)	<p>Research students are part-time students who utilize their time to prepare for the entrance examination for doctoral courses. Research students are able to join lectures, receive instruction from professors, and make use of university facilities. The period for being a research student is limited to six months. Participants as research students are requested to study and take examinations for doctoral courses within six months. If failed, he/she must return to their home country.</p> <p>Note:</p> <ul style="list-style-type: none"> - The need for a research studentship is determined by a prospective Japanese advisor and the applying university. - Being a research student does not guarantee acceptance onto a Ph.D. course at the applying university. - Participants who fail the official entrance examination are required to return to their home countries.
Graduate Course Program (3 years)	<p>Doctoral degree course</p> <ul style="list-style-type: none"> - Lectures - Research works for the thesis

¹ Member Institutions in Cambodia, Indonesia, Laos, Malaysia, the Philippines, Thailand, Vietnam: **Cambodia** Institute of Technology of Cambodia (ITC), **Indonesia** Institut Teknologi Bandung (ITB), Universitas Gadjah Mada (UGM), Universitas Indonesia (UI), Institut Teknologi Sepuluh Nopember (ITS), **Laos** National University of Laos (NUOL), Malaysia Universiti Malaya (UM), Universiti Sains Malaysia (USM), Universiti Teknologi Malaysia (UTM), Universiti Putra Malaysia (UPM), **Philippines** De La Salle University (DLSU), University of the Philippines-Diliman (UP), Mindanao State University – Iligan Institute of Technology (MSU-IIT), **Thailand**, Burapha University (BUU), Chulalongkorn University (CU), King Mongkut's Institute of Technology Ladkrabang (KMUTL), Kasetsart University (KU), Thammasat University (TU), **Vietnam** Ho Chi Minh City University of Technology (HCMUT), Hanoi University of Science and Technology (HUST)

² JPUs: Hokkaido University, Keio University, Kyoto University, Kyushu University, Nagoya University, Nara Institute of Science and Technology, Osaka University, Shibaura Institute of Technology, The University of Kitakyushu, The University of Tokyo, Tohoku University, Tokai University, Tokyo City University, Tokyo Institute of Technology, Toyohashi University of Technology, University of Tsukuba, Waseda University, Yokohama National University

³ Chemical Engineering (ChE), Civil Engineering (CE), Computer and Information Engineering (CIE), Electrical and Electronics Engineering (EEE), Geological and Geo-Resource Engineering (GeoE), Materials Engineering (MatE), Mechanical and Manufacturing Engineering (ME/ManuE), Energy Engineering (EneE), Environmental Engineering (EnvE), Natural Disaster (ND)

4. Commencement and Duration

From the Fall Semester (October 2023).

5. Number of Participants

10 participants from the AUN/SEED-Net MI in FY2023.
(10 slots every year until 2026)

6. Language to be Used in This Program

English

7. Eligibility

Candidate applicants must satisfy the following requirements:

- (1) Status: a faculty member or student of a Member Institution who has an outstanding academic record and wishes to enroll in a doctoral program in Japan. In addition, they must have a strong will to contribute to the MI and strengthen the linkage between their country and Japan.
- (2) Nationality: Vietnam, Cambodia, Laos, Malaysia, Thailand, the Philippines, and Indonesia.
- (3) Age: 35 years old or younger (at the time of arrival in Japan).
- (4) Educational Background: master's degree holder or expected to obtain a master's degree.
- (5) Language: good English language proficiency to study and carry out independent research. They should submit a certificate of English proficiency test, if any.
- (6) Other: be both physically and mentally fit for the program and not receiving or planning to receive a scholarship offered by another organization.

8. Application Guidelines

Each applicant is required to submit the necessary documents by the deadline set by JICA, AUN/SEED-Net Secretariat, and JPU.

*Any costs incurred during the selection procedures including for the English proficiency test or traveling to the selection venue will NOT BE COVERED by JICA.

*The reasons for disqualification in each selection procedure will NOT BE DISCLOSED.

Step 1: Nomination by AUN/SEED-Net Member Institutions

Step	Deadline	Activity
1.1		<p>Each MI is prepared to nominate up to FOUR applicants to AUN/SEED-Net under the following conditions.</p> <ul style="list-style-type: none"> The nominated applicant must have the same nationality as the MI. (For instance, if the applicant is originally from Laos (NUOL), studying in Thailand (Chulalongkorn University) as a master student, the nomination must come from NUOL). The applicant is ready to submit the supporting documents as listed. <ol style="list-style-type: none"> FORM 1 Official bachelor's transcript with grade points Official master's transcript with grade points Certificate of language proficiency (TOEFL, IELTS, etc.) if any Copy of passport (If not available, any Official ID issued by the applicant's home country) (If available) Recommendation by a prospective advisor at the JPU The applicants have previously worked with or are connected to AUN/SEED-Net. During this process JPU may discuss with MIs the nomination of an applicant related to previous AUN/SEED-Net activities.
1.2	April 14	<p>The nomination in FORM 2 is completed by the MI and emailed to contact@aun-seed.net together with the applicant's supporting documents.</p> <p>Note: The JICA Knowledge Co-Creation Program for Long-Term Participants (KCCP) requires the candidate from Step 2 to be endorsed not only by their MI but also the government of their home country. Diplomatic procedures are mandatory and could vary from one country to another. If the endorsement signatures cannot be ready before the deadline, they may be submitted later. This must be done before the final screening by JICA in Step 4.</p>

Step 2: Shortlisting by Japanese Partner Universities

Step	Deadline	Activity
2.1	April 21	AUN/SEED-Net shares the nominations from MIs with JPUs.
2.2		JPUs identify THREE candidates from the applicants nominated by MIs in Step 1.
2.3	May 19	JPUs share the shortlisted candidates (format 1.2: list of recommended applicants) with AUN/SEED-Net.

2.4	Late May	AUN/SEED-Net finalizes the shortlist and notifies the MIs and JPUs.
-----	----------	---

Step 3: Preparation and Admission to Japanese Partner Universities

Step	Deadline	Activity
3.1		<p>The candidates from Step 2 proceed with the screening process required by JPUs. The terms and conditions of universities may vary. The candidates must meet the conditions and apply directly to the university.</p> <p>Note: Only the admission fee will be borne by JICA. Related fees (traveling for admission or a language proficiency examination) will not be borne by JICA.</p>
3.2		JPUs complete the selection of the awardees and share the list with AUN/SEED-Net. The need for research studentship is included.
3.3		JPUs issue and share offer letters with the awardees and AUN/SEED-Net.

Step 4: Student Orientation and Enrollment

Step	Deadline	Activity
4.1		JICA offices in home countries request each applicant to submit the final version of the application form (with photograph and fully signed).
4.2		Upon receipt of the KCCP application, JICA offices in home countries make logistics arrangements and conduct departure orientation for the awardees.
4.3		JICA offices in Japan conduct arrival orientation for the awardees.
4.4	September	The awardees arrive in Japan either as research or Ph.D. students.

Note: Participants are also requested to submit their written consent to JICA for the necessary enrollment procedures. JICA may request a participant to bear part or the entire student fees if they decline to participate in the program for personal reasons after submission of the consent.

9. Expenses to be Borne by JICA

Under the JICA Long-Term Trainee Allowance standards, JICA will cover expenses and provide an allowance to participants accepted onto the program/course. See the table below for further details. Note that the payments (e.g., for tuition, research support expenses, school support expenses) will not be made to the accepted participants themselves, but directly to the university or other relevant institution.

Expense category	Payment amount	Payment frequency
Tuition (official examination fees, entrance fees, course fees)	Actual costs	In accordance with the university's requirements
Living Allowance*	JPY 117,000–148,000 per month*	Every month via the university
Airfare	Actual cost	Upon arrival in Japan and upon returning home
Outfit Allowance**	JPY103,750–106,000	Once (upon arrival in Japan)
Moving Allowance***	Up to JPY164,000–224,000	Once (during the training period)**
Research Support Expenses****	Actual costs (up to JPY360,000 per year)	
Medical care for participants who become ill after arriving in Japan	In accordance with the provisions of the medical insurance	

*Varies according to the living area in Japan, type of accommodation, etc.

**Once, after opening a bank account in Japan. Since it takes several weeks to open a bank account, it is strongly recommended that applicants bring cash for personal expenses during the period.

***Depending on the accommodation facility. Consultation with the university is required.

****Research Support Expenses can be provided via the university and disbursed with the consultation and approval of the applicant's supervisor.

10. Expenses Not to be Borne by JICA

JICA will not bear costs other than the allowances previously described. JICA is not responsible for the following expenses:

- (1) Passport fees (for re-issuance, extensions, etc.)
- (2) Visa fees of a transit country and the transportation expenses to obtain the visa
- (3) Transportation expenses to obtain a Japanese Visa
- (4) Domestic travel expenses in the applicant's home country
- (5) Departure tax
- (6) Airport tax/airport facility charges outside Japan, including in relation to third countries
- (7) Customs duty
- (8) Excess baggage charges
- (9) Compensation for lost or damaged baggage
- (10) "No show charge" to the transit airport hotel (non-refundable)
- (11) Lost ticket fee
- (12) Accommodation fee for day use of the hotel on the return flight
- (13) Transportation expenses other than for official programs
- (14) Telephone bill or mini-bar tab at accommodation
- (15) Medical costs related to a pre-existing illness, pregnancy, or dental treatment
- (16) Medical costs related to the same illness over 180 days
- (17) "National Health Insurance" fee

Note: If the participant/accepted applicant does not follow the JICA regulations, they may have to bear such other necessary costs.

11. Conditions for Participation

The accepted applicants/participants of KCCP are required:

- (1) to understand that they must physically come to Japan to participate in this program at the date designated by JICA,
- (2) to be in good health to participate in the program,
- (3) not to change course subjects or extend the course period,
- (4) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodgings on their own,
- (5) to accept that the Government of Japan will examine applicants belonging to the military or other military-related organizations and/or those who are enlisted in the military, taking into consideration their duties, position in the organization, and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan,
- (6) to submit a Health Certificate in JICA format at their own expense. The certificate must represent the results of a health check-up at the time the participant applied for the entrance examination (within six months prior to arrival in Japan),
- (7) to accept the submission of a second Health Certificate in JICA format if the participant is unable to arrive within six months from the date of their first medical examination. The cost of the Health Certificate will be borne by JICA only if the delay is not due to the participant's personal reasons,
- (8) to return to their home country on the flight designated by JICA, when they finish the program/course or when it is deemed impossible to finish the program within the program period, or when the participant has not been successful in the regular course examination,
- (9) to refund allowances or other benefits paid by JICA in the case of a change in schedule,
- (10) to understand that inviting family members is not recommended before more than six months of the participant's stay in Japan has passed,
- (11) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
- (12) to observe the rules and regulations of the program implementing partners to provide the program or establishment ("plagiarism" especially is taken seriously by the enrolling university, regardless of whether it is direct plagiarism or self-plagiarism and participants may be subjected to disciplinary action such as suspension),
- (13) to observe the rules and regulations at the participant's accommodation,
- (14) not to engage in political activities or any form of employment for profit,
- (15) not to drive a car or motorbike, regardless of being in possession of an international driving license,
- (16) to discontinue the program, should the participant violate Japanese laws or JICA's regulations, commit illegal or immoral conduct, or become critically ill or seriously injured and be considered unable to continue the course. Participants shall be responsible for paying the cost of any treatment for the said health conditions except for the medical care expenses described in item 11 of the table entitled. "Expenses to be Borne by JICA,"

- (17)** to return the total amount or a part of the KCCP expenditure depending on the severity of such violation of laws and ordinances,
- (18)** not receiving or planning to receive another scholarship during the program,
- (19)** to understand that they are not allowed to make any other applications for different JICA KCCP (long-term) programs at the same time,
- (20)** to understand that the maximum duration of “overseas research” and “temporary leave (leaving Japan for private purpose)” is 60 days, in principle, and
- (21)** to enroll and complete JICA-DSP online courses, when receiving JICA’s instructions to do so.



CORRESPONDENCE

For inquiries and further information, students should please contact their nearest JICA office.