

From
the People of Japan

The Project for
Human Resource
Development Scholarship
JDS Programme



Nepal

Application Guidelines

For

The Project for Human Resource Development Scholarship (JDS) 2023

(Academic Year 2023-2025)

Master's Degree Programme

**Japan International Cooperation Agency
Japan Development Service, Co. Ltd.**

TABLE OF CONTENTS

1. WHAT IS THE JDS SCHOLARSHIP PROGRAMME?.....	1
2. FIELDS OF STUDY	1
3. ELIGIBILITY	7
4. TARGET ORGANIZAIONS.....	8
5. MILESTONES.....	10
6. HOW TO PREPARE YOUR APPLICATION DOCUMENTS.....	11
7. HOW TO SUBMIT YOUR APPLICATION DOCUMENTS	12
8. GUIDANCE FOR PREPARING A RESEARCH PLAN	13
9. IMPORTANT RULES AND REGULATIONS FOR JDS FELLOWS.....	18
10. BENEFIT TO BE PROVIDED TO JDS FELLOWS	18
11. INQUIRIES.....	19
ATTACHMENTS	

1. WHAT IS THE JDS SCHOLARSHIP PROGRAMME?

The government of Japan is offering the JDS Scholarship Programme to officials of the government of Nepal opportunities to study at Japanese graduate schools.

The objective of the JDS Programme is to support the human resource development of Nepal. The programme targets highly capable and young government officers who are expected to engage in formulating and implementing social and economic development plans. The successful JDS participants, accepted by Japanese universities to study Master's degree courses, are expected to become Nepal's future leaders in the 21st century.

The JDS Programme is now accepting potential applicants wishing to obtain their Master's degrees at Japanese universities during the academic year of 2023-2025 from the government organizations described in the following pages.

The Graduate Programme will be instructed in English, will take 2 years, and the total number of participants from Nepal will be a maximum of 20 per year.

2. FIELDS OF STUDY

The fields of study in the JDS Programme are called Sub-Programmes (target priority areas) and Components (development issues). By obtaining Master's degrees in these fields, JDS fellows selected from Target Organizations (see the list on Page 8-9) are expected to acquire the skills and knowledge necessary for formulating and implementing social and economic development plans in Nepal. See the latter part of this section for more information on the Sub-Programmes/Components of the JDS Programme.

Fields of Study and Corresponding Graduate Schools

Priority area (Sub-programme)	Development Issues (Component)	Presumed research fields and preferred major subjects ¹	Corresponding Graduate Schools, Degree to be obtained & URL	Number of Acceptance per batch
1. Social and economic infrastructure and mechanism development which directly lead to economic growth and the national livelihoods improvement	1-1. Economic Policy	<ul style="list-style-type: none"> • National development policy • Macroscopic economic policy • Fiscal policy • Financial policy • Taxation policy 	Hiroshima University Graduate School of Humanities and Social Sciences, International Economic Development Program Degree: Master of Economics, Master of Business Administration, Master of International Cooperation Studies, Master of Philosophy https://www.hiroshima-u.ac.jp/en/gshs	3
			Waseda University Graduate School of Asia-Pacific Studies (GSAPS), International Studies Degree: MA in International Relations https://www.waseda.jp/fire/gsaps/en	2
	1-2. Industrial Development Policy	<ul style="list-style-type: none"> • Industrial promotion policy • Inward foreign investment promotion policy • Consolidation of business environment 	International University of Japan (IUJ) Graduate School of International Management (GSIM), MBA Program/Japan- Global Development Program Degree: Master of Business Administration https://www.iuj.ac.jp/gsim/	3
	1-3. Infrastructure Development	<ul style="list-style-type: none"> • Geotechnical Engineering • Geo-environmental Engineering • Rock Engineering • Earthquake Engineering • Concrete Engineering • Bridge Engineering • Structural Engineering • River Engineering • Earth science • Earthquake disaster prevention • Construction materials • Composite structures • Environmental vibration, ecology and environmental preservation • Disaster prevention • Urban transportation planning 	Saitama University Graduate School of Science and Engineering, International Graduate Programme on Civil and Environmental Engineering Degree: Master of Engineering http://intl.civil.saitama-u.ac.jp/	2

¹ It does not mean applicants must choose from the listed study fields.

Priority area (Sub-programme)	Development Issues (Component)	Presumed research fields and preferred major subjects ¹	Corresponding Graduate Schools, Degree to be obtained & URL	Number of Acceptance per batch
2. Governance enhancement and basic framework development for democracy	2-1. Development of Human Resource and Administrative Capacity of Civil Servants	<ul style="list-style-type: none"> • Decentralization • Local administration • Administrative control • Personnel management policy • Administrative and fiscal control • Local autonomy • Labour policy • Public policy 	International University of Japan (IUJ) Graduate School of International Relations, Public Management and Policy Analysis Program (PMPP) Degree: Master of Arts in Public Management https://www.iuj.ac.jp/gsir/pmpp/	2
			Meiji University Graduate School of Governance Studies, Public Policy Programme Degrees Degree: Master of Public Policy https://www.meiji.ac.jp/cip/english/graduate/governance/index.html	2
			Yamaguchi University Graduate School of Economics, Public Administration Course Degree: Master of Economics (with certificate of completion of Public Administration Course) http://www.econo.yamaguchi-u.ac.jp/en/	2
	2-2. Building of International Relations	<ul style="list-style-type: none"> • International politics • International economy • Diplomatic policy • Regional integration of South Asian countries 	Ritsumeikan University Graduate School of International Relations, Global International Relations Program (English-Based Program) Degree: Master of Arts in International Relations http://www.ritsumei.ac.jp/gsir/eng/	2
	2-3. Improvement of Legal and Judicial System	<ul style="list-style-type: none"> • Civil laws • Criminal laws • Corporate laws / commercial laws • Development of a legal system to promote trades as well as inward foreign investment 	Kyushu University Graduate School of Law, LL.M. Program Degree: LL.M Degree http://www.law.kyushu-u.ac.jp/programs/english/	2

The following are Sub-Programmes and Components of the JDS Programme in Nepal.

Sub-Programme	1. Social and economic infrastructure and mechanism development which directly lead to economic growth and the national livelihoods improvement
Component	1-1 Economic Policy
Background	
<p>Nepal is classified as a landlocked developing country (LLDC) and the gross domestic product (GDP) per capita is reported to be approximately US\$848 in 2016/2017 (MOF). The country has maintained the GDP growth rate for the past 20 years to be 4% in average, but due to the impact from the earthquake and other incidents, it went down to 0.56% in 2015/2016. However, it was registered to be 6.9% in the year of 2016/2017 (Central Bank in Nepal), and the country seems to be on its way of economic recovery. Nevertheless, the speed of economic growth is still slow compared to other countries within the region.</p> <p>In terms of economic structure, although 67% of the working population engages in the agricultural sector, the GDP ratio of this sector is limited to be about 30%. The service sector accounts for 50% of the economy, however most of the services are considered to be informal. The GDP rate for the industrial sector is also on a downward trend.</p> <p>On the other hand, the government of Nepal has announced a framework to graduate from the category of least developed countries (LDC) by the year 2022 and leap forward to becoming a middle-income country by the year 2030.</p> <p>Another issue for the Nepalese government and the ministries concerned is the overall lack of capacity of officers, organization, institution and budget which are necessary for handling the development issues they face. Hence, improvement of administrative capacity of officers and institution building are considered to be the issue for all development themes.</p> <p>JDS Programme will provide support in the area of human resource development for improvement of policy planning abilities of the administrative officers who are to deal with the priority issues of the economic policy outlined in the National Development Plan, such as public finance (tax system, international loan, debt management, effective use of public expenditure etc.) and international trade, consumer inflation, balance of payment, bank credit, insurance and capital market.</p>	

Sub-Programme	1. Social and economic infrastructure and mechanism development which directly lead to economic growth and the national livelihoods improvement
Component	1-2 Industrial Development Policy
Background	
<p>In 2016, overseas remittance to Nepal accounted for 29.4% of the GDP, and it has largely contributed to the country's economic development; however, heavy reliance on overseas remittance has created an unstable economic structure. Also, the percentage of foreign direct investment (FDI) within the GDP of Nepal is low compared to other South-eastern Asian countries. Furthermore, the unemployment rate for the young generation in urban areas tends to be high. Creating sufficient domestic employment is an issue for the private sector development.</p> <p>The government of Nepal has clearly expressed its policy to promote foreign investment, and positioned it as the main issue in the area of industrial development; however, in order to implement a comprehensive industrial development, it is necessary to build the capacity of those who will be involved with the industrial development policy in the government.</p> <p>JDS Programme will support the human resource development for the improvement of the policy planning abilities of the administrative officers who will respond to the priority issues concerning industrial development expressed in the National Development Plan, such as industrial infrastructure policy, small, medium and large enterprise policy, foreign direct investment, strengthening of competitiveness, industrial mainstreaming, promotion of export, diversification, etc.</p>	

Sub-Programme	1. Social and economic infrastructure and mechanism development which directly lead to economic growth and the national livelihoods improvement
Component	1-3 Infrastructure Development
Background	
<p>Nepal ranks 130th out of 190 countries in the global country ranking of infrastructure (Systematic Country Diagnosis 2018 World Bank) and is positioned at the bottom within the region. In Nepal, transportation of goods and mobility of people highly depend on roads, nevertheless the road conditions are very poor, often cut off due to natural disasters, and roads and bridges are not properly maintained in the rural areas, leaving a huge negative impact on the country's economy.</p> <p>As for the electricity sector, due to shortage of power plants there is not enough electricity generated to cover the basic power consumption. Although the situation is being improved, electricity shortage is not only a hindrance to the country's industrial and economic development, but also it directly affects the living standard of the people.</p> <p>Also, as for the urban environment, due to the increase of population in the urban area, water supply service is worsening year by year. Hence, improvement of water and sewage projects is an issue that needs to be addressed.</p> <p>With these background factors, the area of infrastructure needs improvement not only on the technical side but also in training of personnel who will be planning infrastructure policies.</p> <p>JDS Programme will support the human resource development for the improvement of the policy planning abilities of the administrative officers who will be in charge of the priority issues of infrastructure policy expressed in the National Development Plan in the areas such as energy (hydro-energy and alternative energy), infrastructure and transportation (roads, air transportation, railway and other transportation logistics), transportation management, building, housing and urban development, reconstruction, etc.</p> <p>JDS Programme will complement the "Transportation Infrastructure Development Programme" implemented by JICA and help train and improve the capacity of administrative officers who can fulfil the needs for expansion and development of an industrial structure which is adaptable to diversifying economic structure.</p>	

Sub-Programme	2. Governance enhancement and basic framework development for democracy
Component	2-1 Development of Human Resource and Administrative Capacity of Civil Servants
Background	
<p>A new constitution was adopted in Nepal in September 2015 and a federal system consisting of three divisions - federal, provincial and local was introduced to the country. Local elections were held in 2017 for the first time in 20 years, along with provincial level elections and legislative elections. Now, although still transitional, the new administrative system is gradually being introduced into the country.</p> <p>The JDS Programme will provide support for the human resource development for the improvement of the policy planning abilities of the administrative officers who will be involved with the priority issues of administration policy expressed in the National Development Plan, such as the federal system and autonomy of the local government (establishment, administration and activities of the provincial and local governments, autonomy of the local government and its service delivery, regional development, etc.), peace and reconstruction, government reform (transition from the current administrative mechanism to the three-tier governance approach, providing access to information for the citizens, improvement of productivity and credibility of public servants).</p>	

Sub-Programme	2. Governance enhancement and basic framework development for democracy
Component	2-2 Building of International Relations
Background	
<p>Nepal has been strongly influenced by South Asian countries and China in various aspects such as in politics, trade, industry and culture. It is essential to construct effective and strategic international relations with these countries for the stability and sustainable development of the country. It is extremely important for the stable development of Nepal to plan and implement policies which will lead to a win-win situation without leaving the country with any disadvantages.</p> <p>With these background factors, there is a need for human resources development which will allow administrative officers to plan, formulate and implement effective and viable policies.</p> <p>JDS Programme will support human resource development for the improvement of the policy planning abilities of the administrative officers who will respond to the priority issues of building international relations expressed in the National Development Plan, such as expansion of export through the diplomatic mechanism, promotion of foreign direct investment and technology, development of tourism, promotion of systematization of employment in foreign countries and resolving issues in attracting foreign direct investment through mutual dependence within the region.</p>	

Sub-Programme	2. Governance enhancement and basic framework development for democracy
Component	2-3 Improvement of Legal and Judicial System
Background	
<p>In Nepal, a new constitution was established in September 2015. To ensure the implementation of the new constitution and to make a stable transition to becoming a democratic nation, is a prerequisite to promote economic development.</p> <p>As for the transition to the three-tier federal system (federal, provincial and local), the judicial administration will be transferred to the local level, but several concerns have been raised, starting with infrastructure such as lack of buildings necessary for judicial administration, need for an alternative conflict resolution methodology and ways to tackle increasing crime rate.</p> <p>JDS Programme will support the human resource development for the improvement of the policy planning abilities of the administrative officers who will respond to the priority issues of the judicial area expressed in the National Development Plan, such as modernization of judicial administration through judicial process reform, access to the judicial system by simplification/ fairness/ promptness of the judicial process, promotion of judicial administration based on the judicial control by people and protection of human rights and democracy, alternative method for resolving disputes including potential conflict, reconstruction of judicial system towards the local level judicial structure oriented by the constitution, etc.</p>	

3. ELIGIBILITY

Applicants should be/have:

1. Nepali nationals.
2. between the ages of 25 and 40 (both inclusive) as of April 1st, 2023.
(Should be born between April 2nd, 1982 and April 1st, 1998)
3. a Bachelor's degree. (Those who will apply to Kyushu University have to have a Bachelor's degrees in Law)
4. at least 3 years of work experience in Civil Service at the time of application.
5. gazetted civil servants governed by Civil Service Act of Nepal, currently employed in following organizations
 - All ministries
 - All agencies under ministries
 - All constitutional bodies
 - All other institutions and authorities
 - All courtsor civil servants (Level 7 and above) originally recruited by the federal government and deputed/adjusted to 7 provincial and 753 local governments.
6. a strong will to work for the development of Nepal after their return home.
7. in good health.
8. English language proficiency sufficiently fluent for studying in Japan.

Applicants should not be/have:

1. serving in the military.
2. previously acquired a master's degree after studying abroad on a scholarship awarded by the Government of Nepal or any other development partners.
3. currently receiving, or planning to receive, another scholarship through the assistance by the Government of Nepal or any other development partners.*

* JDS Programme will request applicants for declare whether you would be applying to another scholarship before the Comprehensive Interview again.

4. TARGET ORGANIZAIONS

वैदेशिक अध्ययन मनोनयन प्रयोजनार्थको लागि Target Organization भन्नाले आफू कार्यरत कार्यालयको तालुक मन्त्रालय वा निकाय भन्ने बुझ्नुपर्दछ । स्थानीय सेवा सञ्चालन सम्बन्धी बेग्लै कानूनी व्यवस्था नभएसम्मका लागि स्थानीय तहमा कार्यरत कर्मचारीको हकमा सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालयमा सम्पर्क राख्न सकिनेछ । साथै प्रदेशको हकमा प्रदेश मुख्यमन्त्री तथा मन्त्रिपरिषद्को कार्यालय मार्फत् प्रधानमन्त्री तथा मन्त्रिपरिषद्को कार्यालयमा सम्पर्क राख्नुपर्नेछ ।

No.	Organization
1	Office of the Prime Minister and Council of Ministers
2	Ministry of Agriculture and Livestock Development
3	Ministry of Land Management, Cooperatives and Poverty Alleviation
4	Ministry of Culture, Tourism and Civil Aviation
5	Ministry of Defence
6	Ministry of Education, Science and Technology
7	Ministry of Energy, Water Resource and Irrigation
8	Ministry of Federal Affairs and General Administration
9	Ministry of Finance
10	Ministry of Foreign Affairs
11	Ministry of Forest and Environment
12	Ministry of Health and Population
13	Ministry of Home Affairs
14	Ministry of Industry, Commerce and Supplies
15	Ministry of Communication and Information Technology
16	Ministry of Labour, Employment and Social Security
17	Ministry of Law, Justice and Parliamentary Affairs
18	Ministry of Physical Infrastructure and Transport
19	Ministry of Urban Development
20	Ministry of Water Supply
21	Ministry of Women, Children and Senior Citizen
22	Ministry of Youth and Sports
23	Commission for the Investigation of Abuse of Authority
24	Public Service Commission
25	Election Commission, Nepal
26	National Human Rights Commission
27	National Natural Resources and Fiscal Commission
28	National Women Commission
29	National Dalit Commission
30	National Inclusion Commission
31	Adibasi Janajati Commission
32	Madhesi Commission
33	Tharu Commission
34	Muslim Commission
35	Water and Energy Commission
36	National Information Commission
37	Nepal Law Commission
38	National Planning Commission
39	Truth & Reconciliation Commission
40	Commission of Investigation on Enforced Disappeared Persons Nepal
41	National Language Commission
42	Office of the Auditor General
43	Office of the President of Nepal
44	Office of the Vice-President of Nepal

No.	Organization
45	Financial Comptroller General Office
46	Judicial Council Secretariat
47	National Vigilance Centre
48	Office of the Nepal Trust
49	Public Procurement Monitoring Office
50	Supreme Court of Nepal
51	Office of the Attorney General
52	Federal Parliament Secretariat, Nepal

5. MILESTONES

Promotion Webinar

- Promotion webinars will be held online in August/September 2022.



Preparing and Submitting the Application Documents

- Applicants must select ONE graduate school only for their application.
- Prepare your application documents carefully. See "How to Prepare Your Application Documents" of this Guideline for further detailed instruction.
- Application must be completed online between Thursday 15th September at 12:00 noon and Thursday 29th September 2022 at 12:00 noon. If delayed, application will be invalid and will NOT be accepted.
- Notarized Copy of Official Certificate and Notarized copy of Official transcript must be sent to the JDS Project Office within 7 days of application deadline.



English and Mathematics Examination

- Applicants must take IELTS Academic Module by the end of November 2022 unless presenting IELTS Score within 2-year validity (as of 31st May 2023).
- All applicants except Ritsumeikan and Kyushu University must take Math exam.
- You will be required to pay examination fee of IELTS (approx. NPR 25,300) if you cancel either IELTS or Maths exam without prior notification to JDS Project Office.



Screening of Application Documents (1st Selection)

- **Screening of Application Documents by graduate school faculties.**
- Long-listed candidates from the first selection will be notified by the JDS Nepal Office by mid-January 2023.



Technical Interview & Medical Check-up (2nd Selection)

- The interviews will be held in Kathmandu, by the faculty members of the graduate school
- Candidates will be required to take a medical check-up at a designated hospital.
- Short-listed candidates from the second selection will be notified by the JDS Nepal Office by the beginning of February 2023.



Comprehensive Interview (Final Selection)

- The interviews will be undertaken by interviewers appointed by the JDS Operating Committee members in March 2023.
- Successful candidates from the final selection will be notified by the JDS project office by the end of March 2023.



Admission Process for Graduate School

- The JDS Project Office will assist successful final candidates with the necessary application procedures for graduate school. (March to April 2023)
- Upon acceptance from graduate school, candidates will be considered as JDS Fellows.
- JDS Fellows are required to submit a "Pledge of Compliance with the Rules of JDS".



Enrolment at Graduate School in Japan

- JDS Fellows will undertake Japanese Language lesson and a pre-departure orientation in Kathmandu in July/August 2023.
- Fellows are scheduled to arrive in Japan by the end of August 2023. (You may not leave for Japan as scheduled, if the government boarder control is tighten due to current covid 19 pandemic, etc.)
- Fellows will enrol at each accepting graduate school between September and October 2023.
- The study period, before graduation, is anticipated to be 2 years.

6. HOW TO PREPARE YOUR APPLICATION DOCUMENTS

Before starting to prepare application documents, you MUST read this section of the Guideline carefully. It will avoid unnecessary disqualification due to missing or incomplete documents or information.

1. Download Prescribed Forms 1 and 2 from JDS Website.
2. Send Prescribed Form 1 to your work supervisor as a Referee. The Referee must send it directly to the JDS Office (jdsnepal-2@jds21.com) via email. Prescribed Form 1 sent by the applicant will NOT be accepted. The JDS Office will notify the receipt with Reference Number via email to the Referee (Cc to the applicant) upon receiving Prescribed Form 1. The applicant needs the Reference Number for application. Therefore, ensure asking the Referee to send Form 1 to the JDS Office at least 3 days before the application deadline. Form 2 needs to be filled and signed by an official who can authorize your study leave (Joint Secretary or above) of Human Resource Division or designated division for JDS Scholarship from target organization (listed on Page 8-9) which you work for or is your line ministry. Provincial Officials and Local Level Officials should contact OPMCM and MOFAGA respectively. An official seal is necessary. Scan the filled form and save as PDF in Max 4MB
3. Download Prescribed Form 3A, 3B or 3C based on the university you apply and prepare Research Plan following the instruction on the form. Save as PDF, less than 4MB.

Applying University	Specified Format
Hiroshima, Waseda, IUJ (GSIM), Saitama, Meiji, Ritsumeikan	Prescribed Form 3A
Yamaguchi	Prescribed Form 3B
Kyushu	Prescribed Form 3C or without Format*
IUJ (GSIR)	Without Format*

* If you prepare your research plan without format, word limit of 700 words (except references/bibliography and footnotes).

4. Scan biometrics page (with photo) of your valid passport and save as PDF in Max 4MB.
5. Prepare your passport size digital photo in JPEG (150 dpi or more resolution, 413x531 pixels) in Max 4MB. (Close up your head and top of your shoulders so that your face takes up 70-80% of the photograph, in sharp focus and clear, show you looking directly in camera, in front of plain background, taken within 6 months).

6. Scan IELTS Academic Module Test Report Form (TRF) within two years validity as of May 31st, 2023 if you have and save as PDF in max 4MB.
7. Scan notarized degree certificates and official transcripts (one of the Original or Provisional or Character Certificate and transcripts of bachelor's degree and above). SLC, +2 are NOT required. Save each certificate/transcript separately as PDF in max 4MB each.

7. HOW TO SUBMIT YOUR APPLICATION DOCUMENTS

1. Access to the online application system from the JDS Nepal Official Website (<https://scholarship.jds21.com/>) from **Thursday 15th September at 12:00 noon to Thursday 29th September 2022 at 12:00 noon**.

Regarding the detail of the information, you will fill in through the above online application system, please refer the Application Form section at the end of this guidelines.

2. Submit hard copies of the following documents that you digitally submitted to the JDS Office within 7 days after the application deadline. You may send them by post/courier.
 - Notarized copy of your degree certificates (bachelor and above)
 - Notarized copy of your transcripts (bachelor and above)

Your application has been completed. Please note that late submission and/or incomplete application documents shall result in automatic disqualification. Application documents will NOT be returned for any reason.

Your application may be disqualified with:

1. Certificates/transcripts were not notarized (just a photocopy).
 - Ensure all certificates and transcripts are photocopied and notarized.
 - Notarized certificates/transcripts were blurry and unable to read the contents properly.
2. A part of the transcript (score/marks) was cut off.
 - Ensure that your certificate and transcript copies are of high quality before obtaining notarization.
3. An applicant couldn't obtain a passport by the application deadline and was unable to attach the passport copy.
 - If you don't already have a passport, apply for a new passport early in advance before applying to JDS.

4. An applicant obtained Form 2 (Official Approval Letter) from a wrong office.
→ Ensure the Official Approval Letter is issued by your Target Organization.
(See the list on page 8-9 of this guideline)
5. An applicant did not manage to complete and submit the application by the deadline.
→ Ensure that you complete the submission of your application before the deadline. Internet connection may be unreliable, so do not wait until the last minute.

8. GUIDANCE FOR PREPARING A RESEARCH PLAN

Among all application documents, your research plan is the most important document because it can determine your admission to the university. Here are some tips on how to prepare a good research plan.

(1) Selecting your research topic

Selecting a good research topic is very important to be selected as a JDS Fellow. Checking the following points are strongly suggested:

- Is your research topic in line with a Sub-programme/Component of your choice? (See Section 2. FIELD OF STUDY of the JDS application guidelines for details)
 - Is your research topic important for the socio-economic development of your country?
 - Is your research topic related to your current duties and/or future career plan? It is desirable to discuss your research plan with your immediate supervisors upon application.
 - Does your research topic contribute to achieving your organizational goal?
- a) Selecting your graduate school (if you have the option to choose from multiple universities). Read "Graduate Course Outline" in the appendix of the JDS application guideline or visit the website of the graduate school; confirm requirements and characteristics of the graduate programme, and if your research interest is related to the programme. (To apply to the JDS Programme, you have to choose one graduate school from the list of accepting universities).

- b) Check the list of faculty members; confirm if any faculty member whose field of expertise coincides with your area of interest, and if he/she can guide you as a possible academic supervisor. Please note that only professors and associate professors can supervise your research in most graduate schools. Therefore, do not expect lecturer as your possible academic supervisor.

You are advised to read three or more academic publications of the potential academic supervisor; find out if the potential academic supervisor's research approach is suitable to your research topic, and if your research topic would be academically attractive to the faculty members of the graduate school.

(2) Understanding the meaning of RESEARCH

Before you prepare a research plan, understanding the nature of research is essential. Research is defined as the creation of new knowledge and/or the use of existing knowledge in new and creative ways so as to generate new concepts, methodologies and understandings. This could include synthesis and analysis of previous research to the extent that it leads to new and creative outcomes

(https://www.westernsydney.edu.au/research/researchers/preparing_a_grant_application/defining_definition_of_research). In other words, you have to know that your research findings are new to the world. Document survey that you read past academic papers related to your research paper is important.

You are also recommended to think about the time frame of your research in Japan. Generally, on your first year, you will attend many courses to learn the basic ideas and analytical techniques, academic writing skills, etc., while you will develop your research plan with your supervisor. On your second year, you will conduct your actual research (data collection, analysis, experiment, writing thesis, etc). Your time to complete your research is limited. Reading several master thesis in your field will also help you to formulate a more realistic research plan.

In conclusion, selecting a good research topic is crucial, before you start preparing the research plan; read previous academic papers related to your research topic, and confirm that your research findings are new to the academic world; think about the time frame that you can complete your research studies.

(3) Writing a Research Plan

Faculty members of the graduate school you apply to will read your research plan to evaluate the significance and potential of your proposed research plan. It is suggested that, at minimum, you include the following elements when you formulate your research plan:

a) Statement of the problem/s

State the critical/problematic situation in your country that you are concerned about from the global or national perspectives, referring to relevant statistics or general information. It is essential that the problem/s should be related to the JDS component you choose.

b) Purpose of your study

Describe the aim of your research, what you want to identify, or what hypothesis you want to prove in your research.

c) Research questions

Describe the questions, as well as sub-questions, which you will address in the research in order to analyse the research topic.

The research question is the key and core of your research plan. It is a question that you will aim to answer in your research paper. So, you should spend more time to develop and elaborate the question.

The research questions should:

- Focus on a single problem/issue
- Be specific, clearly defining its concept
- Be researchable using qualitative/quantitative data
- Be feasible within the given timeframe/constraint
- Be appropriately complex requiring in-depth investigation
- Be relevant in terms of meeting the organizational issue/developmental issue of your country.

d) Rationale

Describe why your research deserves to be conducted by showing how critical the present situation is, what kind of positive socio-economic impacts can be led by your research, how you can contribute to the solution of the critical situation with the results of your research, etc.

e) Methodology

Describe what kinds of methods you will apply to your research: either qualitative or quantitative research methods. If you will use qualitative methods, describe who the possible respondents will be, how you will collect primary data, how to analyse collected data, etc. If you will use quantitative methods, describe what data set you will use, where/how you will get the data set, how to analyse, etc.

f) Expected outcome

Describe the expected outcome from your research, and how the results will be utilized after your return to your country.

g) How to ensure liability/accuracy and limit (if you can state)

h) Reference

To prove that your problem statement is not based on your own subjective view/opinion, but general/objective fact which has been statistically proven, or stated in a past publication, you must use existing data or someone else's idea. In that occasion, you will have to state the source of data and information.

Example

In your text: 'According to Human Development Report (UNDP 2014),...'
or 'Based on Sen's "Entitlement Approach" (Sen 1981a, b), ...'

In the attached references: 'Sen, A. K. 1981a. "Ingredients of Famine Analysis: Availability and Entitlements." Quarterly Journal of Economics, Vol. 95, pp. 433-464.' or 'UNDP. 2014. Human Development Report. UNDP: NY.

i) Bibliography

Present the list of all the sources you used to prepare research plan, including those cited in your research plan as well as those you did not cite.

(4) Other check points

After you prepare your research plan, you should check the items below.

- Does your research plan address important policy questions for your country?

- Will your research results contribute towards solving or clarifying policy questions important for your country?
- Does it provide convincing reasons why the research questions described in your research plan are important or will be important in the future? (Try to answer these questions by checking policy discussions and documents as carefully as possible and by finding the important policy questions yet to be resolved)
- Does your research plan show that you are strongly motivated to implement your research successfully?
- Does the research plan show who will benefit from your research results?
- Will your research help you to participate more effectively in the development process of your country, particularly in the policy making process, after you graduate? (Include information about your current responsibilities in the government)
- Is your research plan focused on a specific issue rather than being vague?
- Is your academic background strong enough to implement your research plan?
- Is your job experience sufficient enough to enhance your research plan during your study?
- Can you contribute to the enrichment of the programme of the graduate school through your research?
- Are you willing to share your academic interest through your research to your co-students and professors?
- Is your research plan written within 700 words or met Specified Format with Applying University?

(5) Confirmation of no plagiarism

Whether you intend to or not, plagiarism DOES affect your selection result, because it is an act of academic dishonesty and breach of academic writing ethics.

You are prohibited to 'copy & paste' from articles published in internet / magazines / books written by other people without reference. If you want to use someone else's ideas or work, you will have to refer to it by writing all necessary information as data sources. Otherwise, your research plan can be

considered as plagiarism, and you might never be admitted to any graduate school. You are strongly recommended to verify your research plan with a plagiarism detection tool before submission.

9. IMPORTANT RULES AND REGULATIONS FOR JDS FELLOWS

The JDS Programme has rules and regulations that each Fellow should comply with. Before arriving to Japan, JDS Fellows are required to pledge that they will comply with these rules. Major rules are:

- ✓ The JDS scholarship will be cancelled if a Fellow fails to arrive in Japan at the designated date. Late/early departure to Japan will not be accepted under any circumstances.
- ✓ JDS Fellows are NOT allowed to invite their dependents (spouse/children) to Japan during the **initial 3 month** period. Subsequently, all procedures required for dependents to accompany Fellows in Japan, after the initial 3 months, shall be carried out by the Fellows/dependents themselves.
- ✓ JDS Fellows must NOT violate the laws of Japan and/or regulations of the graduate school.
- ✓ JDS Fellows are NOT allowed to enter a doctoral course proceeding consecutively from the completion of their Master's degree. Application for doctoral courses during the JDS fellowship is prohibited.
- ✓ JDS Fellows are not allowed to drive motor vehicles while in Japan. JDS Fellows are forbidden from undertaking part-time work or paid internships.
- ✓ JDS Fellows MUST return to Nepal immediately on completion of the master's programme.
- ✓ JDS Fellows should work for a Target Organization to which he/she has belonged for at least for 5 years and, on completing the masters' degree, contribute towards the further development of Nepal.

10. BENEFIT TO BE PROVIDED TO JDS FELLOWS

The Scholarships will include:

- ✓ Round trip Air tickets (Nepal to Japan) and other transportation fees
- ✓ Travel insurance
- ✓ Arrival / Shipping allowance
- ✓ Admission and tuition fees for graduate school
- ✓ Housing Preparation Allowance
- ✓ Monthly allowance for living costs in Japan

- ✓ Other permissible allowances (e.g., Books, Domestic Traveling, Seminar)
- ✓ Your dependents may accompany you to Japan, but their travel costs and expenses will NOT be covered

11. INQUIRIES

If you have any questions, please contact the JDS Project Office in Nepal.

JDS Project Office in Nepal

Address : Regus, Ground Floor, Trade Tower, Thapathali Kathmandu
(Opposite of NIC Asia Bank)

Tel : 98400 87860 / 98400 77544

Email : jdsnepal-2@jds21.com

Website : <https://scholarship.jds21.com/>

Facebook : <https://www.facebook.com/nepal.jds211>

Office Hours: Mon to Fri 9:00-13:00, 14:00-17:00

ATTACHMENTS

Accepting Universities

1-1. Economic Policy

Hiroshima University

Graduate School of Humanities and Social Sciences A-1

Waseda University

Graduate School of Asia-Pacific Studies (GSAPS) A-3

1-2. Industrial Development Policy

International University of Japan (IUJ)

Graduate School of International Management (GSIM) A-5

1-3 Infrastructure Development

Saitama University

Graduate School of Science and Engineering A-7

2-1. Development of Human Resource and Administrative Capacity of Civil Servants

International University of Japan (IUJ)

Graduate School of International Relations (GSIR) A-9

Meiji University

Graduate School of Governance Studies (English Degree Track) A-11

Yamaguchi University

Graduate School of Economics A-13

2-2. Building of International Relations

Ritsumeikan University

Graduate School of International Relations A-15

2-3. Improvement of Legal and Judicial System

Kyushu University

Graduate School of Law A-17

Application Form

Application Form (To be filled in through JDS Application System) A-19

Prescribed Form 1 A-26

Prescribed Form 2	A-29
Prescribed Form 3A.....	A-30
Prescribed Form 3B.....	A-31
Prescribed Form 3C.....	A-33


Accepting Universities

1-1. Economic Policy

Hiroshima University

Graduate School of Humanities and Social Sciences

Address: 1-5-1, Kagamiyama, Higashi Hiroshima, 739-8529, JAPAN

	Programme Name
	International Economic Development Program
	Degrees
	(i) Master of Economics
	(ii) Master of Business Administration
	(iii) Master of International Cooperation Studies
	(iv) Master of Philosophy
	Credits and years required to graduate
	30 Credits, 2 Years
	Math Exam
	Required
	Acceptance Quota
	3 students per batch

Web Links

- University:
<http://www.hiroshima-u.ac.jp/index.html>
- Graduate School:
<https://www.hiroshima-u.ac.jp/en/gshs>
- Course/Programme:
<https://www.hiroshima-u.ac.jp/en/gshs/program/humanitiesandsocialsciences/InternationalEconomicDevelopmentP>
- Syllabus:
https://www.hiroshima-u.ac.jp/en/idec/current_students/syllabus_timetable
- International Student Support:
<https://momiji.hiroshima-u.ac.jp/momiji-top/en/international/advising.html>
- Accommodation
https://www.hiroshima-u.ac.jp/en/explore_hu/life/residence

Features of the University

Hiroshima University has maintained the founding principle of “a single unified university, free and pursuing peace,” and with its 11 faculties and 11 graduate schools, it has achieved significant development as one of the most distinguished research universities in Japan under the following five guiding

principles: “the pursuit of peace,” “the creation of new forms of knowledge,” “the nurturing of well-rounded human beings,” “collaboration with the local, regional and international community” and “continuous self-development.” Hiroshima University has been selected as one of the 13 Type A (top type) universities under the fiscal 2014 program to support the creation of super global universities. It is the only university in the Chugoku/Shikoku region to be selected as such. Hiroshima University aims to become one of the global top 100 universities within the next 10 years by continuously producing global talents and creating knowledge while promoting university reforms centering on the twin pillars of educational and research capabilities.

Features of the Graduate School

In the education and research area of humanities and social sciences which is socially required to be re-considered, it is required not only to promote knowledge of exploration studies that have been traditionally conducted in various fields but also to create new social values and methods for solving problems in a rapidly-changing society. To address such a requirement, this graduate school integrates faculties who are engaged in education and research in various graduate schools into one graduate school to establish an education and research organization in which the wall between

fields is eliminated. This organization aims to develop human resources who are capable of sharing values with specialists of other fields and being engaged in cooperation for realizing such values by cultivating interest for other fields than their specialties in addition to the existing academic field. To conduct the education and research to achieve the aim described above, this graduate school introduces the degree program system that specifically indicates the image of human resources to be developed, diploma policy, and curriculum policy for the students who want to earn a degree and clearly describes the purpose and method of cooperation with the education course within and outside of the major course. It is expected that students will be allowed to expand their vision and develop their will and capability for communicating with each other beyond the differences in their specialty fields and nationality while studying in the same place as students of various fields that are not limited within the framework of the existing graduate school, students of various degree programs with different characteristics, and foreign and Japanese students who are engaged different issues and have different cultural and religious backgrounds. In response to the introduction of the degree program system, the name of the degree program is indicated in the diploma certification in addition to the major course name and the name of the specialty field to allow students to easily explain their specialties.

Features of the Programme

The International Economic Development Program fosters advanced professionals and researchers who can contribute creatively and collaboratively to development policy planning, implementations, evaluations and improvements towards promotion of sustainable development goals, through acquisition of global perspectives, and knowledge and skills necessary in evidence-based interdisciplinary social science. The art and science of policy making is entering into a new era. The paradigm shift is upgrading the process of policy making and its impact evaluation from a personal-experience-based subjective approach to a more objective, evidence-based one. Evidence-based decision making does not merely mean the utilization of data; rather, it explicitly prohibits doing so, by acknowledging the wisdom that what our data shows in front of our eyes is just the correlation, and not the causation that we need to base our decision. The fact that "people with higher education

enjoy higher income" does not imply "promoting higher education promotes income growth."

The fact that "countries with higher child birth rates face higher poverty" does not imply "suppressing child birth reduces poverty."

The fact that "cities with better sewage have better child health" does not imply "better sewage improves child health."

If we want to know the impact of the policy to tackle these problems, we must find the truth hidden behind the observed data.

The art of science of finding the truth in this way is the evidence-based decision making that we offer.

Curriculum

The International Economic Development Program provides the systematic curriculum to cultivate abilities for identifying/targeting issues, applied analysis, policy proposals that can link advanced social science methods to practical problem solving. Additionally, this program offers learning and training opportunities to develop professional communication skills to work with diverse stakeholders and leadership in problem solving.

Completion requirements

- Acquisition of at least 30 credits
(Required Credits are specified in List of Courses are listed below)
- Receipt of research guidance
- Passing the master's thesis evaluation and final examination

List of Courses:

https://www.hiroshima-u.ac.jp/system/files/138299/e17_14.pdf

List of faculty members:

<https://www.hiroshima-u.ac.jp/en/qshs/staff/InternationalEconomicDevelopmentP>

Student Support System


The university support international students for academic, campus life and life.

Several Japanese language classes that meet each student's level are available as well as student tutors.

Waseda University

Graduate School of Asia-Pacific Studies (GSAPS)

Address: Nishi-Waseda Bldg.7F, 1-21-1 Nishi-Waseda, Shinjuku-ku,
Tokyo 169-0051 JAPAN

	Programme Name
	International Studies
	Degree
	MA in International Relations
	Credits and years required to graduate
	30 Credits, 2 years
	Math Exam
	Required but scores are used only as a guide
	Admission Quota
	2 students per batch

Web Links

- University
<https://www.waseda.jp/top/en>
- Graduate School
<https://www.waseda.jp/fire/gsaps/en/>
- Faculty Members
<https://www.waseda.jp/fire/gsaps/en/admissions/project>
- Syllabus
<https://www.waseda.jp/fire/gsaps/en/academics/registration>

Features of the University

Waseda University was founded as Tokyo Senmon Gakko (Tokyo College) in 1882. Since its foundation, the university has proactively opened its doors to international students. Waseda University is now known around the world as one of the top universities in Japan. It has produced seven prime ministers so far, and its alumni are widely active in various fields, not only in Japan, but also on the world stage. The university continues to create new eras and culture through education and research activities of a global standard.

Features of the Graduate School

The Graduate School of Asia-Pacific Studies (GSAPS) was founded in April 1998. The mission of GSAPS is to assess and analyse the Asia-Pacific region from a broad analytical perspective. GSAPS is a cross-disciplinary school that has "International Relations", "International

Development/ Policy Studies", and "Area Studies", and is one of the few educational institutions in the world that offers an interdisciplinary International Relations programme for training students in three specializations.

Features of the Programme

In the Programme of MA in International Relations, students focus on one area of three specializations – "International Relations", "International Development / Policy Studies", and "Area Studies", but at the same time can take courses in all three areas.

GSAPS offers many courses that are especially useful for the study of effective policy administration in Nepal. GSAPS provides guidance to JDS fellows from Nepal in the following ways. In the field of economic policy, GSAPS helps JDS students to acquire the skills necessary for conducting practical research, analysis, and the construction of policy recommendations so that they can contribute to the fostering of international economic ties with Nepal's neighbouring countries in South Asia, China, and emerging economies in Southeast Asia and Northeast Asia.

Curriculum

Required Credits

Core Courses	22 credits
Basic Courses	
Advanced Courses	
Courses offered by another institution	
Project research / Master's thesis	8 credits
Total	30 credits

Project Research / Master's Thesis

Project research is carried out in seminar style. Under the instruction of their academic advisors, students learn and master skills to prepare and complete their thesis, to compile, analyse and review relevant information fully and to understand the research methodology.

Course Name	Instructor	Credits
Area Studies		
Politics and International Relations of China	AOYAMA, Rumi	8
Japan in Asia	HAYASE, Shinzo	8
Globalization and Socio-Cultural Change	FARRER, Gracia Liu	8
Politics in Southeast Asia	MIICHI, Ken	8
Politics and Diplomacy in Korea, International Relations in Northeast Asia	LEE, Jong Won	8
Everyday Life in the Asia-Pacific Region	ROBERTS, Glenda S.	8
International Relations		
International Relations and Security in East Asia	UEKI, Chikako	8
Pacific Settlement of International Disputes	KAWANO, Mariko	8
East Asia and America, Foreign Policy	SHINOHARA, Hatsue	8
Europe and Asia: Inter-regional Relations	BACON, Paul Martyn	8
Culture and Politics in the Asia-Pacific	LEHENY, David	8
International Development/ Policy Studies		
Peace, Human Rights and Social Development in Less Developed Countries	KATSUMA, Yasushi	8
Economic Development and Policy in Asia	KATO, Atsushi	8
International Education Policy in the Globalizing World	KURODA, Kazuo	8
Global Sustainability and International Development Cooperation Studies	MATSUOKA, Shunji	8
ICT and Media Studies	MITOMO, Hitoshi	8

Academic Schedule

Academic Calendar 2020

Spring Term	1. Spring Semester May 11-August 1
	2. Spring Quarter May 11-June 20 (2 lectures in one week)
Summer Break	August 2-September 20
Summer Intensive Term	August 3-21 1 st Block: August 3-7 2 nd Block: August 17-21
Academic Orientation	September 21
Fall Term	1. Fall Semester September 25-February 1
	2. Fall Quarter September 25-November 21 (2 lectures in one week)
Winter Break	December 23-January 5
Make-up Lectures	January 26-February 1
Spring Break	February 52-March 31
Winter Intensive Term	February 2 - 19 1 st Block: February 2-5 2 nd Block: February 8-10,12 3 rd Block: February 15-19

Facilities

GSAPS Library	Mon.-Fri. (9:10-21:00) Sat. (9:10-17:00)
Student Dormitories	Not available for graduate students and students with families. JDS fellows usually rent an apartment.


Student Support System

GSAPS also has a "TA" system to provide IT environment support such as common PC/printer/network troubleshooting.

1-2. Industrial Development Policy

International University of Japan (IUJ) Graduate School of International Management (GSIM)

Address: 777 Kokusai-cho, Minami Uonuma-shi, Niigata 949-7277 JAPAN

	Programme Name
	MBA Programme
	Degree
	Master of Business Administration
	Credits and years required to graduate
	40 Credits, 22 Months
	Math Exam
	Required
	Acceptance Quota
	3 students per batch

Web Links

- University
<https://www.iuj.ac.jp/>
- Graduate School
<https://www.iuj.ac.jp/gsim/>
- Courses/Programmes
<https://www.iuj.ac.jp/gsim/mba/>
- List of Courses
<https://www.iuj.ac.jp/gsim/course-descriptions-gsim/>
- Degree Requirements
<https://www.iuj.ac.jp/gsim/mba/mba-curriculum/requirement-mba/>
- Faculty Members
<https://www.iuj.ac.jp/im-faculty/>
- Academic Schedule
<https://www.iuj.ac.jp/about/calendar1>
- Facilities
<https://www.iuj.ac.jp/oss/dorm-and-facility/>

Features of the University

When the International University of Japan was founded in 1982, its mission was to develop future leaders with a high level of specialized theoretical and practical knowledge, as well as understanding and empathy toward the world's variety of cultures, enhancing their ability to contribute to the global society.

International University of Japan (IUJ) is an extremely unique university, and this

uniqueness is our biggest asset. Located in the charming Japanese countryside, IUJ's language of instruction is English and our programs provide a globally-recognized graduate education in the fields of International Relations and International Management. In addition to this, our student body and their daily lives are also unique. More than 80% of our students hail from outside Japan, with a majority of them coming from various nations across Asia and Africa. Our university's on-campus dormitories are surrounded by the beautiful nature of Niigata and students spend time together for their studies and daily life activities. These everyday interactions give our students the opportunity to learn from each other and share their respective cultures and customs, creating an environment where cross-cultural interaction is the norm. It gives students the chance to learn about the world in both academic and personal settings. We also provide an educational environment in which our students can learn about Japan.

Features of the Graduate School

With its mission to nurture wise individuals for global business and social leadership, GSIM was founded under the guidance and collaboration of the Amos Tuck School of Business at Dartmouth College, USA. GSIM was the first US-style business school in Japan and the first MBA programme in Japan to teach its courses only in English. Since then, GSIM has built up an international alumni network spanning around

130 countries and regions, and developed its campus into a diverse, multinational, multicultural, multi-ethnic environment comprised of students from around the world. GSIM has developed into a world-recognized business school, ranked among the top 100 business schools of the world (e.g., The Economist Intelligence Unit). A diverse body of students and faculty members from different corners of the world come together to create, communicate and exchange experiences and perspectives

Features of the Programme

The IUJ MBA was started in 1988 as the first US style business school in Japan, offering all courses in English. Recognized as one of the top 100 global MBAs by the Economist's "Best Business Schools," the IUJ MBA focuses on "Leveraging Emerging Asia for Global Advantage." It delivers the knowledge, skills and mindset required to gain a competitive advantage in the world's fastest-growing economies.

GSIM's full-time two-year MBA prepares students for a career as all-round managers who can succeed in today's complicated world. We are unique in that we offer small-size classes and a delicate blend of contents covering both Western and Japanese management ideas. Students can benefit from our comprehensive education, multicultural learning environment, and global opportunities to network.

Within our MBA program students receive a hands-on learning experience through core courses, small group seminars, an integrated research project, and a wide range of electives. MBA students also enjoy the chance to take part in international exchange programs, internships, and a host of exciting events. Our multicultural campus provides unequalled opportunities to build your global network and discover international careers.

Curriculum

The IUJ MBA focuses on "Leveraging Emerging Asia for Global Advantage." It delivers the knowledge, skills and mindset required to gain a competitive advantage in the world's fastest-growing economies. The program is designed to give students a wide range of experience and knowledge suitable for their future careers.

Students in the 2-Year Track start the MBA program by tackling the essentials of management and running a company with an emphasis on global leadership and the Asian market through taking core required courses. From the Spring term of their first year, they

specialize in their chosen career area by taking elective courses. In their second year, they have plenty of flexibility to concentrate on the areas of their interest. They can choose career-enhancing specialization areas from Finance, Management, Marketing, IT/OM/SCM/PM/SE (IT/Operations Mgt./Supply Chain Mgt./Project Mgt./Social Enterprise), if so desired. Japanese language courses offered by our dedicated faculty are highly recommended as a career tool. The MBA Program uses case studies, including those in an Asian context. Within our core courses, group work is emphasized, and each group is comprised of people from diverse cultures to encourage cross-border communication skills, and global team leadership skills.

List of Courses

<https://www.iuj.ac.jp/gsim/course-descriptions-gsim/>

Faculty Members

<https://www.iuj.ac.jp/im-faculty/>

Facilities


All facilities at IUJ, including student's dormitories, classrooms, computer rooms, library, gym, cafeteria, school shop, etc., are within five-minute walk. A full-sized gymnasium, and a work-out room are very popular places in the evenings. Students gather nightly in the gym for that evenings' sport (basketball, volleyball, soccer, badminton and etc.) or work out on the machines.

1-3 Infrastructure Development

Saitama University

Graduate School of Science and Engineering

Address: 255 Shimo-Okubo, Sakura-ku, Saitama-shi, Saitama, 338-8570 JAPAN

	Programme Name
	International Graduate Programme on Civil and Environmental Engineering
	Degree
	Master of Engineering
	Credits and years required to graduate
	30 Credits, 2 Years
	Prerequisite
	Undergraduate level academic knowledge of Civil Engineering
	Math Exam
	Required
	Acceptance Quota
	2 students per batch

Web Links

- University
<http://en.saitama-u.ac.jp/>
- Graduate School
<http://www.saitama-u.ac.jp/rikogaku/indexen.html>
- Programme
<http://intl.civil.saitama-u.ac.jp/>
- List of Courses
<http://intl.civil.saitama-u.ac.jp/list-of-courses>
- International Student Support
<http://intl.civil.saitama-u.ac.jp/living-in-japan>
- Housing
<http://en.saitama-u.ac.jp/studentlife/accommodation-for-international-students/>

Features of the University

Saitama University is a reputable national university for higher education and research in Japan. The university consists of five faculties: Faculty of Liberal Arts, Faculty of Education, Faculty of Economics, Faculty of Science, and Faculty of Engineering. There are three graduate schools in the university: Graduate School of Humanities and Social Science, Graduate School of Education, and Graduate School of Science and Engineering. Total number of full-time students as of May 2019 was 8,457 students,

among which the number of undergraduate students was 6,859 and the number of graduate students (master's and doctoral courses) was 1,598. Saitama University is located in a quiet suburban area of Saitama City, the capital of Saitama Prefecture. Saitama City is located 30 kilometres north of metropolitan Tokyo. Access to central Tokyo takes about an hour from the university by East Japan Railway and is very convenient. This enables residents of the university to access many libraries and research facilities in the Tokyo area.

Features of the Graduate School

Building on the basic education provided at the undergraduate level in respective fields of specialization, the master's programme gives students an advanced specialized education that aims to impart broadly related knowledge that not only focuses on each field of specialization, but spans the spectrum from basic to applied knowledge. This approach produces graduates who are equipped with the foundations for growing into creative, international-level researchers and advanced, specialized professionals who will be able to play a leading role in today's international knowledge-oriented society.

Feature of the Programme

The International Graduate Programme on Civil and Environmental Engineering offers Master Engineering Degrees in a broad range of civil

and environmental engineering fields.

To qualify for the conferment of a Master of Engineering Degree, students must satisfy the following requirements:

- The standard period of full-time attendance to fulfil the requirement of the degree is two years. In exceptional cases, the degree may be conferred after studying for one year, as the minimum period, having fulfilled other requirements.
- A minimum of 30 credits beyond the bachelor's degree is required, including 10 credits awarded for a thesis.
- A thesis based on the research carried out under the supervision of a thesis adviser must be completed and satisfactorily presented.

Our faculty members are engaged in a wide range of research in the field of civil and environmental engineering. Major research topics include, but are not limited to, geotechnology for disaster prevention, earthquake engineering and earthquake disaster mitigation engineering, structures and mechanics, concrete structures, strengthening and rehabilitation of civil infrastructures, planning and design of transportation infrastructures, environmental engineering, and ecological engineering.

Faculty

List of faculty members who can take JDS fellows under their supervision is as follows:

Professors		Research Fields	
Jiro Kuwano		Geotechnical Engineering	
Ken Kawamoto		Geoenvironmental Engineering	
Masahiko Osada		Rock Engineering, Earth Science	
Masato Saitoh		Earthquake Engineering, Earthquake Disaster Prevention	
Takeshi Maki		Concrete Engineering, Bridge Engineering, Construction Materials	
Yoshiaki Okui		Structural Engineering, Composite Structures, Bridge Engineering	
Yasunao Matsumoto		Structural Engineering, Environmental Vibration	
Norio Takana		River Engineering, Disaster Prevention, Ecology and Environmental Preservation	
Hisashi Kubota		Urban Transportation Planning	
Associate Professors		Assistant Professors	
Chiaki Oguchi	Shingo Asamoto	Ji Dang	Adnan Anwar Malik
Taro Uchimura	Junji Yagisawa	Yao Luan	Yota Togashi
Hidenori Mogi	Aya Kojima	Takeshi Saitoh	Teppey Kato
Hisashi Taniyama		Chandra Shekhar Goit	Yoshiya Igarashi

List of offered courses

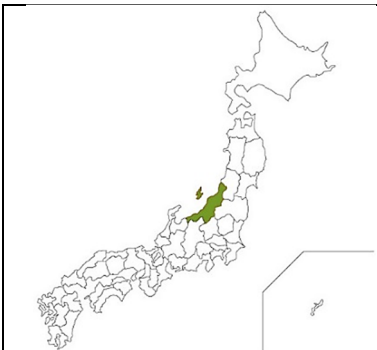
List of courses that can be taken by JDS fellows is as follows:

- Advanced Analysis of Vibrations and Waves
- Advanced Course in Aquatic Ecology
- Advanced Course in Technical English III
- Advanced Course in Transportation System
- Advanced Geoenvironmental Engineering
- Advanced Internship
- Advanced Lectures on Construction Materials
- Advanced Lectures on Strong Motion
- Advanced Nonlinear Structural Analysis
- Advanced Reinforced Concrete Engineering
- Advanced Research I on Civil and Environmental Engineering
- Advanced Research II on Civil and Environmental Engineering
- Advanced Theory on Earthquake Engineering
- Bridge Design
- Climate and Society
- Construction Management
- Environmental Symbiosis and Ethics
- Environmental Vibration and Noise
- Finite Element Analysis
- Geosphere System Engineering
- Geotechnical Earthquake Engineering
- International Communication
- Landscape Planning and Design
- Mechanics of Geomaterials
- Mechanics of Geostuctures
- Numerical Analysis on Hydraulic Environment
- Practical Numerical Simulation on Hydraulic Environment
- Practical Structural Dynamics Simulation
- Rock Weathering and Geomorphological Processes
- Special Lecture on Infrastructure III
- Structural Dynamics and Control

2-1. Development of Human Resource and Administrative Capacity of Civil Servants

International University of Japan (IUJ) Graduate School of International Relations (GSIR)

Address: 777 Kokusai-cho, Minami Uonuma-shi, Niigata 949-7277 JAPAN

	Programme Name
	Public Management and Policy Analysis Programme (PMPP)
	Degree
	Master of Arts in Public Management
	Credits and years required to graduate
	40 Credits, 22 Months
	Math Exam
	Required
	Admission Quota
	2 students per batch

Web Links

- University
<https://www.iuj.ac.jp/>
- Graduate School
<https://www.iuj.ac.jp/gsir/>
- Courses
<https://www.iuj.ac.jp/gsir/pmpp/>
- List of Courses
<https://www.iuj.ac.jp/gsir/course-descriptions/>
- Degree Requirements
<https://www.iuj.ac.jp/gsir/pmpp/pm-requirements/>
- Faculty Members
<https://www.iuj.ac.jp/ir-faculty/>
- Academic Schedule
<https://www.iuj.ac.jp/about/calendar1>
- Facilities
<https://www.iuj.ac.jp/oss/dorm-and-facility/>

Features of University

The International University of Japan (IUJ) was created in 1982, as Japan's first graduate school-only university, with the extensive support of Japan's industrial, educational and local communities, to train professionals who can actively make contributions to the international society with a high level of

interdisciplinary and specialized knowledge. With the academic year starting in September, IUJ offers all courses in English to 340 students from 60 diverse countries. Most of its students live on campus. IUJ is a truly international community: 85% of students are from overseas and in a little over three decades its alumni network has grown to 4,500 graduates from 136 countries and regions. Although the campus is in an area of outstanding natural beauty, access to Tokyo is fast and easy.

IUJ consists of two graduate schools: The Graduate School of International Relations (GSIR), and the Graduate School of International Management (GSIM).

Features of the Graduate School

The Graduate School of International Relations (GSIR) is intended to equip students with political, economic, and management skills, as well as historical and cultural perspectives, so that they may become specialists who understand and analyse the above and other related issues in international relations. The school, utilizing the experiences of Japan and the Asia-Pacific region, examines these issues within a broad and coherent theoretical framework.

Features of the Programme

The Public Management and Policy Analysis Programme (PMPP) is a global graduate programme for future leaders in the public sector. PMPP is ranked at No.11 in Asia by the Eduniversal

Best Master Ranking 2019. The PMPP faculty members have published their research work in leading journals including Journal of Public Administration Research and Theory, Social Science & Medicine, and American Review of Public Administration. Each year, about 40 master's students join PMPP from more than 18 countries. PMPP has three distinctive features. First, it puts emphasis on evidence-based approaches toward public organization management, policy making, and policy implementation. Our courses are designed to develop students' capacity for handling a variety of data and identifying relevant evidence. Second, PMPP enables students to take interdisciplinary approaches for public management and policy. Our programme is highly collaborated with the International Development Programme (IDP) and International Relations Programme (IRP). Students can take IDP and IRP courses and choose a full-time professor in either programme as their supervisor. Students can also opt to take MBA courses as well as English and Japanese language courses. Lastly, our greatest strength lies in our unique and diverse community. The majority of students are public officials from all over the world. Not only in the classroom but also outside it, students will have rich opportunities to learn various forms of public management and policy under different political, economic, and cultural circumstances. The programme aims to meet the need for "good governance" in the public sector, which is required to implement and evaluate policies covering diverse public problems. It trains public managers in issues such as environmental protection, public health, e-governance, education, national and regional development, welfare reform, and international security. We strongly believe that gaining knowledge from the PMPP can be the best solution for working professionals in various public sectors like state and local governments, international institutions, NGOs, and public enterprises.

Curriculum

This two-year master's programme requires scholars to earn at least 40 credits and complete a master's thesis or research report on public or non-profit affairs.

- Coursework
All JDS fellows must complete six required courses (12 credits), including Applied Econometrics (or Econometrics), Public Administration, Managing Public Organizations, Public Policy Process, Public Finance and

Budgeting, and Statistical Methods, which offer the knowledge and skills required for democratic public management and rigorous policy analysis. Scholars who opt for a thesis register three seminar courses and obtain six credits, and scholars who opt for a research report register two seminar courses. If scholars opt to do a research report, even if they obtain four credits, only two credits are counted towards the graduation requirement. Scholars need to choose courses from elective courses and obtain at least six credits if they opt for thesis, or 10 credits if they opt for research report, such as Information Policy and Management, Introduction to Electronic Government, Local Government and Public Service, Introduction to Policy Analysis, Collaborative and Participatory Governance, Research Methodology, that are listed in the curriculum handbook. Scholars also need to take at least one course from each of the three basic discipline areas and earn eight credits in total, and obtain at least six more credits from any courses offered by GSIR except for language courses so that the total number of credits obtained from GSIR courses becomes 30 credits. Up to four credits from language courses are counted toward the degree.

- Master's thesis or research report
The thesis or research report writing gives scholars an important opportunity to learn how to formulate a relevant research question, analyse managerial and/or policy issues, and organize arguments logically. Scholars also learn how to write academic English professionally. They are expected to find a significant public problem in management (e.g., performance management failure) or policy (e.g., the impact of the revenue target policy). A good research question should be specific in terms of region, scope, and time-span. Scholars will discuss thesis or research report writing with their academic supervisors during advanced seminars. They will present and defend their research in an oral exam and then finalize their draft.


Facilities

All facilities at IUJ, including student's dormitories, classrooms, computer rooms, library, gym, cafeteria, school shop, etc., are within five-minute walk. A full-sized gymnasium, and a work-out room are very popular places in the evenings. Students gather nightly in the gym for that evenings' sport (basketball, volleyball, soccer, badminton and etc.) or work out on the machines.

Meiji University

Graduate School of Governance Studies (English Degree Track)

Address: 1-1 Kanda-Surugadai, Chiyoda-ku, Tokyo, 101-8301 JAPAN

	Programme Name
	Governance Studies Programme
	Degree
	Master of Public Policy
	Credits and years you need to graduate
	40 Credits, 2 Years
	Math Exam
	Required
	Number of Acceptance
	2 students per batch

Web Links

- University
<https://www.meiji.ac.jp/cip/english/index.html>
- Graduate School
<https://www.meiji.ac.jp/cip/english/graduate/governance/index.html>
- Courses/Programme
<https://www.meiji.ac.jp/cip/english/graduate/governance/jdsprogram.html>
- Curriculum
<https://www.meiji.ac.jp/cip/english/graduate/governance/curriculum.html>
- Faculty Members
<https://www.meiji.ac.jp/cip/english/graduate/governance/faculty.html>
- Academic Calendar
<https://www.meiji.ac.jp/cip/english/graduate/governance/schedule.html>
- Facilities
<https://www.meiji.ac.jp/cip/english/graduate/governance/facilities.html>

Features of the University

Meiji University was founded in 1881. It ranks solidly among the best universities in Japan, currently consisting of 10 schools 12 graduate schools and 4 professional schools. The Graduate School of Governance Studies is located on Meiji University's Surugadai Campus, which is right in the heart of metropolitan Tokyo, a hub city alive with contemporary and traditional culture.

Features of the Graduate School

The three areas (Public Policy, International Development Policy, Community Planning and Management) of the Graduate School of Governance Studies aims at providing support to policy-making by government agencies and community residents through research and education in public policy studies. It produces professionals with specialized knowledge and global perspectives. The Programs are designed for those who have experience in government at the local level, in international cooperation or similar areas. It includes elected leaders and representatives, public officials, NPO and NGO workers, and corporate employees, and is also for recent university graduates with an interest in these public policy fields who aspire to careers in public service. The English track program is primarily for international students, including those sponsored by their own governments, those granted the Human Resource Development Scholarship by Japanese Grant Aid (JDS) or MEXT scholarships, and long-term trainees under Japan's official development assistance program.

Features of the Programme

The Graduate School of Governance Studies offers courses in three concentration areas: Public Policy, International Development Policy, and Community Planning and Management. In each of these areas, major topics of immediate relevance to contemporary world issues - including decentralization, "good enough governance," citizen participation, sustainable development, economic development cooperation, regional

development, and poverty reduction are discussed in a wide range of courses offered by our faculty members.

1) Public Policy:

This area is about public policy processes, from identifying issues to formulating, implementing, and evaluating policy options. The knowledge and expertise in policy processes, including theories in political science, public administration, and organizational management fields are growing their importance in the field of public policy.

2) International Development Policy:

Drawing on disciplines concerned with international economics and the environment, this focal area encourages students to analyze global issues of sustainable development and poverty reduction from different perspectives on social systems. While market-driven development policies has achieved economic prosperity in many societies, they have also exacerbated global problems such as environmental degradation and income disparity.

3) Community Planning and Management:

Community is the field of practice where governance comes most closely in contact with people's lives. Community Planning and Management area is organized around the process of making, implementing, and evaluating policies for resolving global issues from local perspectives. It also focuses on crisis management and the role of the community in responding to natural disasters and terrorism, which have been increasing in recent years.

choose the study model most suited to their personal goals. The five are: (1) the Urban and Local Politics (Focus: cultivating political leadership; intended students: elected representatives and leaders, and people who wish to enter politics); (2) the Local Government Management (Focus: innovating public administration ; intended students: people already in or wishing to enter public service); (3) Innovating the publics (Focus: creating new local communities; intended students: private corporations, employees of NPOs, self-employed worker, professional of welfare and education etc. and community members); (4) the International Development and Cooperation (Focus: resolving global issues; intended students: people who are engaging in global businesses, and people who wish to enter global businesses); and (5) Consumer Policy and Market Growth (Focus: protecting consumer interests and market growth; intended students: those who work in the field of consumer issues). In addition, students develop their actual problem-solving skills in Research Paper 1 and 2 and other practical seminars, and the final research paper is assessed after careful examination.

• **REQUIRED COURSES:**

Research Method 1 and 2

Research Paper 1 and 2

Students also must prepare a master's thesis with necessary guidance from their advisors.

• **ELECTIVE COURSES:**

Elective courses are listed below.

List of Courses:

<https://www.meiji.ac.jp/mugs2/curriculum/6t5h7p000000vbe9-att/2020syllabus-en.pdf>


Curriculum

The curriculum structure is of the cross-curricular type. First, to provide an understanding of governance from all aspects, the courses that make up governance studies are arranged in "fields"* which offer a broad international perspective within the three disciplines of politics and administration, economics and public finance, and law (not offered in English), together with an array of policy studies courses designed to familiarize students with the actual status of developments in these areas. The Graduate School offers five course-taking models as follows, the five combinations of the fields most relevant to the different professional needs and interests found among our students, thus allowing them to

Yamaguchi University

Graduate School of Economics

Address: 1677-1 Yoshida, Yamaguchi-shi, 753-8511, Yamaguchi, JAPAN

	Programme Name
	Public Administration Course
	Degree
	Master of Economics (with certificate of completion of Public Administration Course)
	Credits and years required to graduate
	30 Credits, 2 Years
	Math Exam
	Required
	Admission Quota
	2 students per batch

Web Links

- University
<http://www.yamaguchi-u.ac.jp/english.html>
- Graduate School
<http://www.econo.yamaguchi-u.ac.jp/en/>
- Facilities
<http://www.yamaguchi-u.ac.jp/english/life/facilities.html>
- Accommodation
<http://www.yamaguchi-u.ac.jp/english/life/accomodation.html>

Features of the University

Yamaguchi Prefecture is located on the western edge of Honshu Island and is surrounded on three sides by the ocean. Although Yamaguchi University may not provide bustling city life like in Tokyo, we do provide high quality education and the opportunity to engage in cutting-edge research, all in a peaceful and safe environment. Yamaguchi University traces its origins back to Yamaguchi Kodo, a private school, founded by Ueda Hoyo, a feudal clansman of Choshu Province in the late Edo Period (1815). In 1949 it was reorganized to become a national university consisting of five faculties. Throughout the years, the university has expanded into a comprehensive university boasting nine faculties and nine graduate schools.

Features of the Graduate School

The Graduate School of Economics was founded in 1975 and provides education in two majors: Economics, and Business Administration. It

shares the ethos of “self-restoration” with its parent institution. With a view to meeting the needs of contemporary society, this ethos espouses a spirit that is not afraid of self-change, while maintaining the strength of purpose founded on a robust core. The foremost mission and objective of the School is to train specialists to identify issues in our increasingly complex and fluid contemporary society, and to seek comprehensive solutions, equipped with competence in the social sciences and the ability to clearly articulate their own views and opinions.

Features of the Programme

The Public Administration Course employs experienced professors in the field of policy development projects in various Asian developing countries as well as experts in East Asian studies. Specialized professors designated to work with JDS fellows provide practical guidance and supervision to meet fellows’ specific needs. The course is specifically and carefully designed to be implemented systematically and consistently to develop the academic capabilities and experience of international students. If a research proposal requires interdisciplinary guidance, multiple professors can be available for joint instruction specific to the student’s needs.

The Graduate School has two professors in public administration-related disciplines with experience in providing their knowledge to several ODA projects over more than 20 years, including projects funded by the World Bank, ADB, JBIC and JICA. Such experience is used to its full extent to guide international students in finding solutions to their specific issues.

The Graduate School understands that human resource development in: 1) management of public policy, 2) decentralization of public administration, and 3) improvement of governance and anticorruption, is crucial to

building a stable nation, and aims to train students to be talented professionals capable of leading in their fields, while exhibiting expertise in solving various problems from a broad range of perspectives related to public administration.

Faculty

List of prospective academic supervisors of JDS fellow is shown below

Name	Research Field/ Keywords
S. TERAJI	Economic Behaviour, Organization, Institution, Economic Methodology
M. Yamada	Macroeconomics
J. Nomura	Applied Econometrics
H. Kojima	Applied Microeconomics
T. Umada	Theoretical Economics,
M. Nakama	Public Finance, Public Economics
S. Nabeyama	Sociology, Work-Life-Balance
K. Hamashima	Social Policy, Labour Economics
H. Saito	Regional Economics, Tourism Economics
L. Chen	Energy Science, Environmental Science, Economics
K. Yamamoto	Development Studies, International Economics
T. Takemoto	Self, Self-Concept Religion, Japanese Culture, Lacan, Derrida, Self-Esteem, Self-Enhancement, Tourism
S. Yamashita	Accounting
M. Hattori	Public Law
K. Nishiyama	Public Management, Policy Evaluation
Y. Uchida	Information N/A
M. Asamizu	Tourism, Student Mobility, Immigration
T. Hyodo	Monetary Theory
K. A. Akkemik	Development Economics
K. Matsuyama	Tax Law
T. Hirano	Strategic Management, Corporate Strategy

Curriculum

Requirements

Preparatory Courses	5 Credits
Core Courses	8~14 Credits
Elective Courses	3~9 Credits
Seminar IA	2 Credits
Seminar IB	2 Credits
Seminar IIA (Thesis Instruction)	2 Credits
Seminar IIB (Thesis Instruction)	2 Credits
Total	30 Credits


Subject	Credit
Preparatory Courses (Compulsory)	
Academic Writing	1
Economic Statistics	2
Economics	2
Core Courses (Compulsory elective)	
Public Economics	2
Development Economics	2
Public Administration*	2
Public Finance	2
Programme Evaluation	2
International Economics	2
Principles of Administrative Law	2
Elective Courses	
Academic English	1
Research Methodology	1
Mathematics for Economics	1
International Cooperation Studies*	2
Media and Society	2
Southeast Asian Economy	2
Environmental Policy	2
Social Policy Studies*	2
Monetary economics	2
Economic Policy	2
Tourism Policy	2
Strategic Management	2
Industrial Policy*	2
Regional Economics	2
Public Debt Management	2
Cost-Benefit Analysis	2
Advanced Public Administration Studies IA*	2
Advanced Public Administration Studies IB*	2
Advanced Public Administration Studies IIA*	2
Advanced Public Administration Studies IIB*	2
Local Government Finance	2
International Framework for Environmental Protection	2
Cultural Psychology of Administration	2
Public Policy	2
Advanced Data Analysis	2
Quantitative Development Policy Analysis	2
Yardstick Competition Among Government	2

* means that those subjects are provided as JICA Development Studies Program.

2-2. Building of International Relations

Ritsumeikan University Graduate School of International Relations

Address: 1 Nishinokyo-Suzaku-cho, Nakagyo-ku, Kyoto, 604-8520 JAPAN

	Programme Name
	Global International Relations Program (English-Based Program)
	Degree
	Master of Arts in International Relations
	Credits and years required to graduate
	30 Credits, 2 Years
	Math Exam
	Not Required
	Admission Quota
	2 students per batch

Web Links

- University
<http://en.ritsumei.ac.jp/>
- Graduate School
<http://www.ritsumei.ac.jp/gsir/eng/>
- Program:
<http://www.ritsumei.ac.jp/gsir/eng/education/first/curriculum.html/>
- Syllabus
<https://ct.ritsumei.ac.jp/syllabussearch/?lang=en>
- List of Courses:
<http://www.ritsumei.ac.jp/gsir/eng/education/first/course.html/>
- Campus Facilities
<http://en.ritsumei.ac.jp/lifecareer/facilities/>

Features of the University

The year 2020 marks the 120th anniversary of the opening of Ritsumeikan University. It was rated the maximum five stars in five of the eight assessment categories and an overall four stars in an independent rating by one of the world's leading educational assessment bodies, Quacquarelli Symonds (QS). This award marks the first ever QS Stars assessment of a university in Japan. With a five-star rating in the categories of 'Innovation', 'Teaching', 'Internationalization', 'Facilities' and 'Employability', the result provides concrete evidence of the success of long-term strategies employed by the University to rise to the

challenge of the rapidly changing global society. Ritsumeikan currently boasts more than 2,400 international students from 68 countries and regions, placing us eighth in Japan for international student intake in 2018.

Features of the Graduate School

The Graduate School of International Relations (GSIR) is committed to excellence in graduate training. The GSIR's general mission is to produce scholars of international relations who can contribute to the better understanding of political, economic, and socio-cultural aspects of globalizing societies with interdisciplinary social-scientific approaches, and professionals in various fields who possess the knowledge and skills rooted in the academic background of international relations to solve problems in the international community.

Features of the Programme

Global International Relations Program (English-Based Program) consists of four clusters: Global Governance Cluster; Sustainable Development Cluster; Culture, Society and Media Cluster; Global Japanese Studies Cluster. Each clusters also consist of basic subjects regarding international relations (Core Courses), and the subjects designed to foster a deep and specialized understanding of each subject from various disciplines (Advanced Courses) as well as the subjects of Area studies and Academic Writing.

1. Global Governance Cluster

Designed to give students the opportunity to learn a variety of theoretical and practical approaches to understanding international politics, comparative politics, international laws, and peace and security studies. Students will learn about international policymaking and will be expected to develop their own policy visions aimed at promoting global peace and prosperity.

2. Sustainable Development Cluster

Designed to assist students in gaining a well-rounded academic knowledge which draws from disciplines such as international cooperation, economic theories, and economics. Students also develop practical skills in policy development and evaluation, which will assist them in contributing to sustainable development and prosperity in the developed and developing parts of the world.

3. Culture, Society and Media Cluster

Designed to provide students with a theoretical understanding of cultural and social studies and key concepts in media and cultural studies. Students gain a well-balanced and systematic knowledge of a wide range of global cultural and social issues concerning ethnicity, race, migration, as well as popular culture and media and cultural industries, and public diplomacy.

4. Global Japanese Studies Cluster

Designed to allow students with a particular interest in Japan to take courses which will not only strengthen their knowledge of Japan and its international relations but also expand their horizons by offering a variety of perspectives including Global Governance, Economics and Sustainable Development, and Culture, Society and Media. This cluster will both provide foundational and advanced knowledge of Japan's international outlook, and how the rest of the world has viewed Japan.

Faculty


Faculty members who can supervise JDS fellow are listed below:

No.	Name	Fields of Specialization
1	ADACHI, KENKI	International Politics, Disarmament and Arms Control
2	AMEKAWA, YUICHIRO	Development Studies, Environmental Studies, Social development, Sociology of agriculture / environmental sociology, Area studies (Southeast Asia, especially Thailand)
3	ATAKA, HIROAKI	International Political Economy, International Financial Order
4	CHEUNG, YUKMAN	Cultural-Historical Sociology, Nationalism, Urban Sociology, Japanese Studies, Japanese subcultures (anime), Hong Kong Studies
5	DE ANTONI, ANDREA	Cultural Anthropology, The Science of Religion, Japanese Studies
6	FRENCH, THOMAS WILLIAM	Japanese History, Japanese Politics, History of US-JAPAN Relations
7	FUKUMI, SAYAKA	International Relations, Non-traditional Security Threats
8	HAYASHI, DAISUKE	Public Policy, Environmental Policy, Technological Change
9	HIRONO, MIWA	China's International Relations, Security Studies
10	HONNA, JUN	Regional Security in Southeast Asia, Politics in Indonesia (democratization, civil-military relations, electoral politics, local politics and political-crime nexus)
11	ITAKI, MASAHIKO	International Economy, International Surplus Capital
12	IWATA, TAKUO	Comparative Science, African Studies
13	KAWAMURA, SATOKO	International Relations, Political Science, Normative Science
14	KIMIJIMA, AKIHIKO	Constitutional Law, Peace Studies
15	KIMIJIMA, AKIHIKO	Constitutional Law, Peace Studies
16	KOGA-BROWES, SCOTT	Media Studies, Visual Semiotic Analysis of TV News
17	MASUDA, MINORU	International History, History of British Politics and Diplomacy
18	MATSUDA, MASAHIKO	Agriculture and Rural Development in Southeast Asia especially in Myanmar. Studies dynamics of human-nature interaction under recent changes of social and natural environments, sustainable agriculture and appropriate development for local people.
19	MINAMIKAWA, FUMINORI	International Migration, Sociology, American Studies
20	NAKATO, SACHIO	International Political Economy, US-Japan Economic Conflict
21	NAKATSUJI, KEIJI	International History, International Relations in East Asia
22	OCHI, MEGUMI	International Law, International Criminal Justice
23	OHTA, HIDEAKI	International Development Finance; Development Macroeconomics
24	OYAMA, SHINJI	Cultural Studies; Media Studies; creative/cultural industries studies
25	RAJKAI, ZSOMBOR TIBOR	Social and Cultural Studies, Modernization of Non-Western Societies, Family Studies
26	SHIMADA, HARUYUKI	International Development and Cooperation, Development Economics, International Relations, Area Study (South and South East Asia)
27	SHIRATO, KEIICHI	International Journalism, African Area Studies
28	SUECHIKA, KOTA	Middle Eastern and Islamic Studies
29	TATSUZAWA, KUNIIHIKO	International Law of Advanced Technologies
30	TOKUMARU, HIROSHI	Monetary Economics, International Finance
31	TORIYAMA, JUNKO	Gender Studies, Gender Studies on the Middle East, Cultural Anthropology
32	TSUIMOTO, TOSHIKO	Transnational Sociology, Studies on International Migration and Gender, Philippine Studies

2-3. Improvement of Legal and Judicial System

Kyushu University Graduate School of Law

Address: 744 Motooka, Nishi-ku, Fukuoka, 819-0395, JAPAN

	Programme Name
	LL.M. Program
	Degree
	Master of laws (LL.M.)
	Credits and years required to graduate
	30 Credits (a 20 credit coursework component plus 10 credits earned by writing a Master's thesis), 2 Years
	Math Exam
	Not Required
	Admission Quota
	2 students per batch

Web Links

- University
<http://www.kyushu-u.ac.jp/en/>
- Graduate School
<http://www.law.kyushu-u.ac.jp/programs/english/>
- Course/Programme
<http://www.law.kyushu-u.ac.jp/programs/english/jds/>
- List of faculty members capable of guiding JDS Fellows
<http://www.law.kyushu-u.ac.jp/programs/english/complete-listing.html>
- International Student Support
<http://www.isc.kyushu-u.ac.jp/supportcenter/en>

Features of the University

Kyushu University is one of the oldest and most prestigious national universities in Japan. The history of the university dates back to 1902, when Fukuoka Medical College was founded. The university offers undergraduate and graduate level education across a full range of academic disciplines. There are currently around 19,000 students enrolled and 2,000 faculty members. Kyushu University is particularly well known for the large number of international education programmes that are offered, and for the resulting diverse student body. In 2009, the university was selected by the Japanese Ministry of Education, Culture, Sports, Science and Technology to

participate in the "Global 30" project to further promote internationalization of higher education in Japan. At present, there are around 2,000 international students enrolled at Kyushu University from around seventy different countries. Kyushu University is located in Itoshima, close to the city of Fukuoka. Fukuoka is the largest city in Kyushu, the most southern of Japan's four main islands. Fukuoka is regularly featured in various international rankings of the "world's most livable cities."

Features of the Graduate School

The Faculty of Law was established in September 1924 as the Department of the Faculty of Law and Letters, and acquired independent status in 1949.

Annually, 200 students are admitted to the faculty as undergraduates. As of April 2017, over 14,500 students have completed the undergraduate programme. Occupational activities of these alumni are diverse, covering the legal profession, government service (both national and local), business, journalism, education, and academia. The graduate programme of the faculty, which was set up in 1953, has produced over 1,500 Master's degrees and 110 Doctoral degrees.

In 1994, the Faculty of Law launched Japan's first Master's programme taught entirely in English; the LL.M. in International Economic and Business Law (IEBL). In 1999, a similar programme was established focusing on comparative politics and political administration (CSPA). In 2001, the

faculty launched a special government funded programme for young legal professionals of designated Asian countries (YLP). The LL.M., YLP and CSPA programmes have been accepting JDS Fellows since the inception of the programme. Around 40% of students entering graduate programs at the Faculty are now coming from overseas. The faculty now has the experience of educating students from more than 50 different countries, and over 500 students have graduated from the various international programmes. As a result, the university has accumulated a great deal of experience in receiving foreign students and providing reliable support systems in education, research and living in Japan.

Features of the Programme

The LL.M. program offers a wide-ranging curriculum with a particular emphasis on the following topics: (i) Business and the law; (ii) Innovation and the Smart Society; (iii) Law and development, and (iv) Cultural heritage and the law.

The program is intended to provide JDS Fellows with a variety of intellectual and practical skills required to confront the many challenges of international economic affairs and commercial transactions in a rapidly globalizing world.

Students who successfully complete the program will be conferred a Master's degree in law (LL.M.). Over the two years of study, JDS Fellows are required to complete a coursework component of approximately 10 semester length courses and write a 70+ pages master's thesis on a topic of their choosing.

Two professors will supervise students in writing their thesis. The supervisors will offer both practical and specialized help to ensure that the thesis meets the standards expected of Master's level research.

Curriculum

All JDS fellows are expected to complete a 20-credit coursework curriculum and write a master's thesis of 70 pages (10 credits).

The JDS Programme uses a Quarter System. Each semester (Fall and Spring) is divided into two quarters. Students will normally have two classes of each subject per week over the course of the quarter for regular classes. In addition, intensive classes are organized during the semesters. Most classes award 2 credits.

The curriculum plan for the JDS Program is as follows. In addition, students are required to take the Legal Research Methodology & Writing class. 4 credits are received from taking a special course for JDS students – the JDS Forum – taught over two years. The 16 remaining credits from courses must be distributed as follows over

the four semesters of study:

Semester I (Fall Year I):

4 credits in Quarter 1 & 2 credits in Quarter 2

Semester II (Spring Year I):

2 credits in Quarter 3 & 2 credits in Quarter 4.

Semester III (Fall Year II):

2 credits in Quarter 1 & 2 credits in Quarter 2.

Semester IV: (Spring Year II):

2 credits in Quarter 3 OR Quarter 4.

The following is an indicative list of courses offered in the last few years (this list is only indicative and is subject to change on a yearly basis):

Legal Research Methodology and Writing
JDS Forum
Fundamental Issues in IP Laws
Transnational Commercial Law and Foreign Investment Law
White Collar and Corporate Crime
International Law in Today's World
International Legal Framework on Policy to protect Cultural Heritage
IP and Private International Law
International Maritime Law
Contemporary Issues in Competition Law
Introduction to Japanese Law, Historical Perspective
Mediation and Other Conflict Management Approaches
Japanese Intellectual Property Law Practice
Creative Economy and Cultural Diversity
Introduction to EU Law
Social Science Research Methods
A Legal Studies Primer
International Commercial Arbitration
International Relations & Global Governance
Algorithms and the Law
Environmental & Energy Governance
Introduction to Roma Law and Civil Law Tradition
Comparative Corporate Law
Private International Law – Comparative Perspective
Science, Technology and Innovation Policy
Statistics – Data analysis and a soft introduction to Blockchain
Fintech and the Law
Platforms and the Law
IP/IT Dispute Resolutions in International Matters
Borders and Development in Asia
Political System in Asia
Japan's Development Context
Japanese Constitutional & Administrative Law
Law and Development: From the Perspective of Economic and Business History
AI & Robot Law, Social and Legal Perspective
International Financial Law and Regulation
Foreign Investment Business Law in China
Law and Development: A Japanese Perspective and Experience
International Law of Foreign Investment
Corporate Mergers & Acquisitions (M&A): Deals and Transactions
World Trade Law
International Economic Law and Practice
Business Law in a Networked Age
Legal Negotiation
Introduction to European Information Technology Law
Resolution of Transnational Commercial Disputes

Application Form

Reg. No _____ (Official Use)

The Project for Human Resource Development Scholarship (JDS) in Nepal 2023
APPLICATION FORM for MASTER LEVEL

1. Study Course

Component: _____

Accepting University: Select an item

Research Title: _____

2. Personal Information

- (1) Full Name (Name as of written in passport all block letter)

Given Names: _____

Surname: _____

- (2) Passport

Type: ☐ Official / ☐ Private

Number: _____

Expiry Date: / (month) / (year)

- (3) Date of Birth: (day): / (month) / (year)

- (4) Age: (as of 1st April 2023)

- (5) Sex: ☐ M / ☐ F

- (6) Marital Status: ☐ Single / ☐ Married

- (7) Current Address:

Ward No: _____

City/Village: _____

(Rural) Municipality/(Sub) Metropolitan City: _____

District: _____

Province: _____

- (8) Mobile Phone: _____

- (9) E-mail Address: _____

- (10) Contact Person (Family or Relative)

Name: _____

Mobile Number: _____

(11) Social Groups (Gender, Ethnic Minority, Disability)

- ☐ Women ☐ Madhesi
☐ Dalit ☐ People from backward area other groups
☐ Janajatis ☐ With disability

* Competent women, Dalit, Janajatis, Madhesi, and other minority groups and persons with disability are encouraged to apply.

3. Educational Background

(1) Educational Background

Level	Examination Board/ University (Faculty)	Academic Years	Year started - Year passed	Degree
School Education (from 1st to 10th grade)		_ years	-	
Secondary Education (+2 /Proficiency Certificate Level)		_ years	-	
Higher Education (University level +)		_ years	-	
Higher Education (University level+)		_ years	-	
Higher Education (University level+)		_ years	-	
Higher Education (University level+)		_ years	-	
Total School Year		_ years		

(2) Have you ever been awarded any scholarship studying in abroad?

- ☐ Yes, Name of Scholarship: _____
Country you studied: _____
Duration (month/year): _ / ____ – (month/year) _ / ____
Obtained Degree: _____

☐ No

(3) Are you currently applying for another scholarship?

- ☐ Yes
☐ No

(4) Are you planning to apply for another scholarship before August 2023?

☐ Yes

☐ No

(5) Have you ever applied for JDS Program before?

☐ Yes Study field, university, year you applied*:

(Ex.) *Field of Law, Kyushu University, 2015*

(* List all, if more than one.)

Component: Select an item,

Graduate School: Select an item, Year to apply: Select an item

☐ No

4. Work Experience

(1) Name of Target Organization:

Select an item

(2) Service Group

Select an item

(3) Work Experience

Office Name	Section	Position Title	Class/Level	From/ To (Month/ Year)	**Type
				/ - /	()
				/ - /	()
				/ - /	()
				/ - /	()
				/ - /	()
				/ - /	()
				/ - /	()
				/ - /	()

(4) Service Term as a Civil Servant

Service Term: From _ /___ (Month/Year) to _ /___ (Month/ Year)

Total Work Year as a Civil Servant: ___ year(s) _ month(s)

(5) Are you a member of the Armed Forces?

☐ Yes

☐ No

5. Responsibilities of Your Work

- (1) Current Work (Describe 150 words or less)

- (2) Previous Work (Describe 150 words or less)

6. Research Plan

- * Upload Research Plan (700 words or less except references and footnotes)

7. Future Contribution

- (1) How will you utilize your knowledge, skills and experiences that you obtain in Japan on your return home for the contribution to the development of Nepal? (Describe 400-500 words)

- (2) How will you contribution to strengthening bilateral relations beteen Nepal and Japan on your return home? (Describe 400-500words)

8. Declaration

I, (Name as of written in passport all block letter) Given names _____
Surname _____, declare that I apply for JDS Program with full understanding
“Application Guidelines for JDS Program in Nepal”, especially the articles stipulated below:

1. All the information answered and provided in this Application Form by me is true and accurate to the best of my knowledge and ability. My application will be cancelled if any information mentioned above recognized to be false.
 2. Application Form which is incomplete or missing the necessary documents is regarded ineligible.
 3. All the selection procedure and its result are entirely entrusted to the secretariat of JDS and any inquiry and objection by applicants regarding the result of selection are not accepted.
 4. If any act of dishonesty is found other than those above in the application and selection, I am to lodge no complaint about cancellation of the application.
 5. The objective of the JDS is to provide Nepal citizens to study in Japan at master level in order to support national efforts to achieve social and economic development in Nepal. Thus, the JDS Fellow is under the obligation to complete the course program within the prescribed period of study; and then return to the country, comply with the Act of Pledge required by Nepal.
 6. My personal information in the Application Form, provided to Japan Development Service Co., Ltd., will be used only for the purpose of the operation of JDS Program.
 7. Departure to Japan may be delayed due to unavoidable circumstances such as tightening the boarder control of the Government of Japan due to covid 19 pandemic.
 8. On-site education could be replaced by on-line education due to unavoidable circumstances such as delay of your arrival to Japan, university decision to follow the safety guidelines, etc.
- ☐ I agreed all the above terms and my personal information in the Application Form, provided to Japan Development Service Co., Ltd., will be used only for the purpose of the operation of JDS Program.

Date: (day) ____/(month) ____/(year) ____

Prescribed From 1

FOR the Employer/ Authorized Officer

The Project for Human Resource Development Scholarship (JDS) in Nepal 2023

CONFIDENTIAL STATEMENT of REFERENCE for MASTER LEVEL

This reference statement is to be completed by the applicant's supervisor. It should be typed in English, and the Referee is requested to send it directly to the JDS Office (jdsnepal-2@jds21.com) via email at least 3 days before the application deadline. Prescribed From 1 sent by the applicant will NOT be accepted.

To the Referee:

This is an integral part of an application form for the scholarship program provided by Nepal under the Grant Aid Program by the Government of Japan. This particular program offers opportunities for academic research at Japanese higher educational institutions. Also, this is to enhance the leadership skills of young people in Nepal so that they can contribute more effectively to their home country after completion of their respective studies. Your candid responses to the items below would greatly assist the selection. Please send it directly to the JDS Office (jdsnepal-2@jds21.com) via email.

Prescribed Form 1

The Project for Human Resource Development Scholarship (JDS) in Nepal 2023

CONFIDENTIAL STATEMENT of REFERENCE for MASTER LEVEL

(This part should be typed by the applicant by him/herself):

Name of Applicant (as of written in passport all block letter)

Given names: _____ Surname: _____

Applicant's mobile number: _____

Email Address of Applicant: _____

Component: Select an item

Accepting University: Select an item

1. How long have you known the applicant and in what context?

2. How do you estimate the applicant's personality?

(Strength)

(Weakness)

3. How do you describe the applicant's competence and weakness in his/her work?

(Competence)

(Weakness)

4. How do you appraise the applicant's ability that he/she will fill upon his/her return to Nepal, and the duties he/ she will undertake?

5. Please evaluate the applicant regarding the following items in comparison with other staff: Please tick one from each section below.

	Excellent	Good	Average	Below Average
Academic Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of Specialty Field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation & Diligence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential for Future Contribution in Specialty Field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communication Skill	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Skill in Maintaining Personal Relationship with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adaptability to New Environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Other recommendation remarks:

7. Relevance of the applicant's research plan and his/her current work; (please tick one from below)

☐ Strongly relevant / ☐ somewhat relevant / ☐ not relevant

Comments:

Full Name of the Referee: _____

Position Title: _____

Name of Office and Division: _____

Relationship to the Applicant: Supervisor

Office Phone No.: _____

Mobile No.: _____

Email Address: _____

Date: (day)____/(month) ____/(year) ____

Prescribed Form 2

Official Approval Letter

To: Ministry of Finance

**CC: Ministry of Federal Affairs and General Administration, Ministry of Foreign Affairs and JDS
Project Office in Nepal**

This is to officially nominate a Gazetted Officer of our organization,

Name (as of written in passport all block letter):

☐ Mr. / ☐ Ms. Given Names: _____ Surname: _____

Position Title: _____

for the Project for Human Resource Development Scholarship (JDS) 2023 (Academic Year 2023-2025).

He/she shall be allowed if chosen as a JDS scholar:

1. to fully participate in Pre-Departure Orientation in Kathmandu.
2. to study at an accepting university in Japan for 2 years.
3. to return to Nepal as a government official after graduating from the university.

The given contents are true and under our authorization.

Name of Authorized Officer		
Position Title		
Division		
Organization		
Signature		Official Stamp
Date A.D. (day/month/year)		

* Above all columns including Signature, Date and Official Stamp are compulsory.

Prescribed Form 3A Research Plan Format

For Hiroshima University, Waseda University, Saitama University,
International University of Japan (GSIM), Meiji University, Ritsumeikan University

Proposed Research Plan

Please read the application guidelines carefully to ensure that your statements include the information that evaluators need to assess your application. The following template will guide you. Please delete the blue texts and fill out yours.

a) Title (Maximum 30 words)

- Be as explicit, concise and clear as possible.

b) Research background/Literature review (Maximum 175 words)

- State the situation and identify the problems of your country that you wish to investigate from the national and global perspective, using the general information and/or statistics.
- Define the field of your study area; your research scope; and the target(s) for investigation.
- Describe literature review results relevant to your research.

c) Relevance and justification (Maximum 350 words)

- For instance, you are expected to explain some of the followings in this part.
- State the relation of your research area with the national and sectorial development plan.
 - State the hypotheses or conjectures of the research outcome.
 - State how your research outcome will contribute to the solution of the development issues stated in JDS Sub-Programme/Component.
 - Define your research questions as clearly as possible. Add a diagram or a table highlighting your idea, if applicable.
 - State if there are any arguments in the field, and how will your proposal differ from existing lines of argument.
 - Describe in what aspects of your research will be new and unique, as not just repetitions of past research.
 - State what will be the impact of your research outcome.

d) Research methods (Maximum 175 words)

- Describe the method how you would support your argument:
- Qualitative methods: describe who will be possible respondents, how to collect primary data, how to analyze collected data, etc.
 - and/or
 - Quantitative methods: describe what data set will be used, where/how you get the data set, how to analyze, etc.

e) Bibliography

- List the books and articles to which you refer in the proposal.

Prescribed Form 3B Research Plan Format

For Yamaguchi University

Proposed Research Plan

How to write a research plan for the master's program

Note that your research plan may be modified through the discussion with your supervisor. You are expected to include the following in your research plan with word limit of 700 words except, Title, Bibliography and Footnote.

0. Title

1. Background and Problem Statement

Write the background of your research and clarify the problems to be solved.

2. Objectives

Identify the objectives of your research.

3. Research Questions

Formulate them clearly.

4. Literature review

Introduce articles and books which are most relevant to your research.

5. Rationale

Write the importance of your research and/or how your research contribute to the development of your country.

6. Methodology

Outline your research approach.

If you use data, explain what kind of data you will collect.

When students fail to collect enough data, they may be advised to revise the research plan.

Explain the analytical method you will take, such as descriptive statistics, regression analysis, factor analysis, structural equation modeling.

7. Bibliography

List the papers and other materials to which you refer in your research plan.

Please prepare you research plan with the format on the next page, Save as PDF (Max 2MB) without this guideline page,

Prescribed Form 3B Research Plan Format

For Yamaguchi University

Title: _____

1. Background and Problem Statement

2. Objectives

3. Research Questions

4. Literature review

5. Rationale

6. Methodology

7. Bibliography

Prescribed Form 3C Research Plan Format

For Kyushu University

Proposed Research Plan

Please read the application guidelines carefully to ensure that your statements include the information that evaluators need to assess your application. The following template will guide you. Please delete the blue texts and fill out yours.

a) Title (Maximum 30 words)

- Be as explicit, concise and clear as possible.

b) Research background (Maximum 175 words)

- State the situation/problems of your country that you wish to investigate from the national and global perspective, using the general information and/or statistics.
- Identify the field of your study area; define your research scope and the target(s) for investigation

c) Relevance and justification (Maximum 350 words)

- State the relation of your research area with the national and sectorial development plan.
- State how your research outcome will contribute to the solution of the development issues stated in JDS Sub-programme/Component.
- It is important to define your research questions as clearly as possible.
- State if there are any arguments in the field, and how will your proposal differ from existing lines of argument.
- Describe in what aspects of your research will be new and unique, as not just repetitions of past research.

d) Research methods (Maximum 175 words)

e) Bibliography

- List the books and articles to which you refer in the proposal.