



# नेपाल सरकार सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय

सिंहदरवार, काठमाडौं

(जनशक्ति योजना तथा विकास शाखा)

फोन { ४२००५०५  
४२००२९९  
४२००३०६  
फ्याक्स नं.: ४२००३२२  
मिति: २०८०/०६/१९

पत्र संख्या:- ८०/१९

चलानी नं.:- २५८

विषय:- वैदेशिक अध्ययन/तालिम छात्रवृत्तिमा मनोनयन गर्ने सम्बन्धमा ।

श्री सबै निकाय ।

तपसिल अनुसारको अध्ययन/तालिम कार्यक्रममा निजामती सेवा ऐन, २०४९ (संशोधन सहित) को दफा ४०ख को उपदफा (३) बमोजिम गठित समितिको मिति २०८०/०६/१८ मा बसेको ३७५ औं बैठकबाट तपसिल बमोजिमको निर्णय भएको हुँदा उक्त कार्यक्रममा उपयुक्त कर्मचारी मनोनयन गरी मनोनित कर्मचारीको नाम, सम्पर्क नं. र ईमेल ठेगाना आवश्यक कार्याधिकारीको लागि परराष्ट्र मन्त्रालयको उत्तर पूर्व एशिया महाशाखा र email: nea@mofa.gov.np मा यथाशिघ्र पठाउनुहुन तथा मनोनयन गरिएको कर्मचारीको संकेत नं. समेत उल्लेख गरी सोको जानकारी यस मन्त्रालयमा समेत अनिवार्य रूपमा उपलब्ध गराउने व्यवस्था हुन आवश्यक कार्याधिकारी पठाईएको व्यहोरा निर्णयानुसार अनुरोध छ ।

छात्रवृत्ति मनोनयनमा सम्बन्धित सेवा, समूह र श्रेणी भित्रका समावेशी महिला, आदिवासी/जनजाति, मधेसी, दलित, अपाङ्ग, पिछडिएको क्षेत्र तथा हालसम्म अवसर नपाएका र दुर्गममा सबैभन्दा बढी समय काम गरेका आधारमा कर्मचारीहरूलाई समेत प्राथमिकता दिई मनोनयन गर्नुहुन अनुरोध छ ।

तपसिल:

क्र. सं.	अध्ययन/तालिम / अध्ययन भ्रमणको विषय	कार्यक्रमको अवधि/फाराम बुझाउने अन्तिम मिति	कार्यक्रम हुने देश / संस्था	आवश्यक योग्यता वा अन्य प्रासंगिक विषय	छात्रवृत्ति वितरण गर्न प्रस्तावित निकाय र निर्णयको व्यहोरा
1.	“Disaster Risk Reduction (DRR) Leaders Capacity Development for the Sendai Framework Implementation (FY 2024)”  Master Degree	October 2024 to September 2026( 2 years)	Japan/JICA with collaboration with Tohoku University (Graduate School of Science, Graduate School of Information Sciences and Graduate School of Engineering)	<ul style="list-style-type: none"><li>Personnel working at target organizations</li><li>Practical experience in DRR field especially working at governmental agencies</li><li>Educational background (at least Bachelor Degree)</li><li>Linguistic skills required to take courses and receive research guidance in English.</li><li>Good health.</li><li>Other requirements for application to each university such as GPA, etc.</li><li>Those who are expected to play a leading role in DRR in the future.</li><li>Those who are expected to contribute to achieving JICA's global agenda on “Disaster Risk Reduction through Pre-disaster Investment and Build Back Better” as foreign country.</li><li>Age of under 35 years old for a master degree.</li><li>More than five years of working experience in DRR</li></ul>	सबै निकायलाई खुला गर्ने ।
2.	“Disaster Risk Reduction (DRR) Leaders Capacity Development	October 2024 to September 2027 (3 years)	Japan/JICA with collaboration with Tohoku University (Graduate School of	<ul style="list-style-type: none"><li>Personnel working at target organizations</li><li>Practical experience in DRR field especially working at governmental agencies</li><li>Educational background (at least Bachelor Degree)</li></ul>	सबै निकायलाई खुला गर्ने ।



नेपाल सरकार

# सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय

सिंहदरवार काठमाडौं

सिंहदरवार काठमाडौं

फोन { ४२००५०५  
४२००२९९  
४२००३०६  
फ्याक्स नं.: ४२००३२२

८०/८९

पत्र संख्या:- २९८

(जनशक्ति योजना तथा विकास शाखा)

	for the Sendai Framework Implementation (FY 2024)  Doctor Degree	Doctor Degree)	Science, Graduate School of Information Sciences and Graduate School of Engineering)	<ul style="list-style-type: none"><li>Linguistic skills required to take courses and receive research guidance in English.</li><li>Good health.</li><li>Other requirements for application to each university such as GPA, etc.</li><li>Those who are expected to play a leading role in DRR in the future.</li><li>Those who are expected to contribute to achieving JICA's global agenda on "Disaster Risk Reduction through Pre-disaster Investment and Build Back Better" as foreign country.</li><li>Age of under 40 years old for a doctoral degree.</li><li>More than five years of working experience in DRR</li></ul>	
3.	"SDGs Global Leader (JFY 2024)"  Master Degree	October 2024 to October 2026 (Two years)  /	Japan/JICA with Collaboration with university of Japan	<ul style="list-style-type: none"><li>Young or middle career government officials, prospective academics or personnel from private institutions who are expected to contribute policy formulation or its implementation for tackling sustainable developmental issues in respective fields.</li><li>For master degree age should be 35 years of age or under in principle (As of April 1<sup>st</sup>, 2024)</li><li>Should have a bachelor's degree or master's degree holder.</li><li>Adequate English skills in both written and oral communication to complete the courses with skills equivalent or exceeding the following  TOEFL iBT: 80 IELTS 6.5</li><li>Good health.</li></ul>	सबै निकायलाई खुला गर्ने ।
4.	"SDGs Global Leader (JFY 2024)"  Doctor Degree	October 2024 to October 2027 (Three years)  /	Japan/JICA with Collaboration with university of Japan	<ul style="list-style-type: none"><li>Young or middle career government officials, prospective academics or personnel from private institutions who are expected to contribute policy formulation or its implementation for tackling sustainable developmental issues in respective fields.</li><li>For doctoral degree age should be 40 years of age or under in principle (As of April 1<sup>st</sup>, 2024)</li><li>Should have a master's degree.</li><li>Adequate English skills in both written and oral communication to complete the</li></ul>	सबै निकायलाई खुला गर्ने ।



नेपाल सरकार

सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय

सिंहदरवार, काठमाडौं

फोन { ४२००५०५  
४२००२९९  
४२००३०६  
फ्याक्स नं.: ४२००३२२

पत्र संख्या:- २०८९  
२९८

(जनशक्ति योजना तथा विकास शाखा)

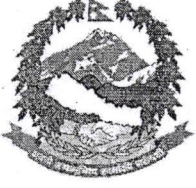
चलानी नं.:-				courses with skills equivalent or exceeding the following  TOEFL iBT: 80 IELTS 6.5 • Good health.	
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नोट: परराष्ट्र मन्त्रालयको विभिन्न मितिका पत्रसाथ प्राप्त कागजात यसै साथ संलग्न गरिएको छ।

बोधार्थ:

श्री सूचना तथा प्रविधि शाखा, सं.मा.त.सा.प्र.म.: वेबसाइटमा अपलोड गरिदिनुहुन ।

(सागर के.सी.)  
शाखा अधिकृत



नेपाल सरकार

## परराष्ट्र मन्त्रालय

काठमाडौं, नेपाल

(उत्तर पूर्व एसिया महाशाखा)

प.सं.उपूए/JPN-06/२०८०/८१

च.नं. २३१

मिति: २०८०/०५/१९

०५ सेप्टेम्बर २०२३

श्री सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय,  
सिंहदरवार।



विषय: मनोनयन सम्बन्धमा ।

उपरोक्त सम्बन्धमा जापानमा आयोजना हुने देहायको Master Degree र Doctor Degree कार्यक्रमका लागि निर्धारित मापदण्ड बमोजिम जम्मा दुई जना उम्मेदवारहरू (१ जना मुख्य उम्मेदवार र १ जना वैकल्पिक उम्मेदवार) को मनोनयन गर्न अनुरोध गर्दै Japan International Cooperation Agency (JICA) ले प्रेषित गरेको JICA (NP) २३-434, मिति: ०५ सेप्टेम्बर २०२३ को पत्र तथा सम्बद्ध कागजातहरू तहाँको जानकारी एवं आवश्यक कार्यार्थ यसैसाथ संलग्न गरी प्रेषित गरिएको ब्यहोरा निर्देशानुसार अनुरोध छ ।

सि.नं.	तालिमको नाम	अवधि	कैफियत
१.	"JICA Long-term Course on: Disaster Risk Reduction (DRR) Leaders Capacity Development for the Sendai Framework Implementation (FY 2024)"	From October 2024 to September 2026 for Master Degree (2 Years) From October 2024 to September 2027 for Doctor Degree (3 Years)	मिति 02 October 2023 सम्ममा आवेदन फाराम साथ अन्य कागजातहरू पठाईसक्नु पर्ने । मनोनयनको जानकारी यस महाशाखाको इमेल: <a href="mailto:nea@mofa.gov.np">nea@mofa.gov.np</a> मा पठाउनुहुन ।

(योजना बम्जन)  
शाखा अधिकृत

फोन नं. ०१४२००१८२, ०१४२००१८३, ०१४२००१८४, ०१४२००१८५ Ext: २८८ फ्याक्स नं. ०१४२००६१

वेबसाइट: [mofa.gov.np](http://mofa.gov.np), इमेल: [nea@mofa.gov.np](mailto:nea@mofa.gov.np)



ड.क्र.क.पी.वि.  
६.१. ३२५  
५/२९

JICA Nepal Office  
National Life Insurance Building  
Lazimpat, Kathmandu, Nepal  
Tel: 4525636, 4525637, 4525638  
Fax: 45425658  
Email: np\_oso\_rep@jica.go.jp  
Url: www.jica.go.jp/nepal/english

Mr. Amrit Bahadur RAI  
Joint Secretary  
North East Asia Division (NEAD)  
Ministry of Foreign Affairs  
Government of Nepal  
Singhdurbar, Kathmandu

Date: September / 05 / 2023  
Ref No.: JICA (NP) 23- 434

Re: Nomination for JICA Long-term course on "Disaster Risk Reduction (DRR) Leaders Capacity Development for the Sendai Framework Implementation (FY 2024)"

Dear Mr. RAI,

We have the honor to bring this note to your kind information that Japan International Cooperation Agency (JICA) Nepal Office is offering Masters' OR Ph.D. (Doctor Degree) Scholarship Program (Long-Term Training) on Disaster Risk Reduction (DRR) Leaders Capacity Development for the Sendai Framework Implementation (FY 2024) in collaboration with "Tohoku University (Graduate School of Science, Graduate School of Information Sciences and Graduate School of Engineering)" as a part of the Official Development Assistance of the Government of Japan.

Duration of the course: October 2024 to September 2026 (2 years Master Degree)  
October 2024 to September 2027 (3 years Doctor Degree)

The objective of this program is capacity development of to-be-leaders of DRR who are expected to lead the DRR related activities for their country. Therefore, it is exclusively targets for officials working at central and provincial government who are directly worked under DRR related agencies.

Since this is a collaborative program of JICA and the university, potential candidates must apply through necessary procedures and meet with deadlines required by both the JICA as well as the university. The necessary procedure and tentative schedule for the submission of application is mentioned in the General Information (GI) attached herewith.

We take further honor to request you to ascertain whether the Government of Nepal will nominate two (02) suitable candidates (1 main and 1 alternative) in accordance with the criteria stipulated above in attached GI. As this is global competition course, any of the candidates may be selected based on the requirements of the training course. **Gender balance and diversity in the nomination of candidates are highly appreciated.**

We would highly appreciate, if you could kindly forward us one (1) copy of Entry Format Sheet duly filled by the nominees not later than **October 02, 2023.**

Sincerely yours,

飯塚 健一郎

IZUKA Kenichiro  
Senior Representative  
JICA Nepal Office



CC:

Mr. Shreekrishna NEPAL, Joint Secretary, IECCD, Ministry of Finance  
Mr. Narayan Prasad ARYAL, Joint Secretary, Administrative Reform & HR Planning Division, MoFAGA  
Dr. Kiran RUPAKHETEE, Joint Secretary, Social Development Division, Education & HR Section, NPC



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

**General Information  
on**

**Disaster Risk Reduction (DRR) Leaders Capacity**

**Development for the Sendai Framework Implementation**

**(FY2024)**

**長期研修**

**留学生プログラム「仙台防災枠組に貢献する防災中核人材育成」**

**2024年度**

This handout provides an overview of the “Disaster Risk Reduction (DRR) Leaders Capacity Development for the Sendai Framework Implementation” program/course, which is one of Japan International Cooperation Agency (JICA)’s Knowledge Co-Creation Program (Long-Term). The program will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between respective governments.

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

## 0. Background

### **What is JICA Knowledge Co-Creation Program (KCCP)**

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

### **What is JICA Development Studies Program (JICA-DSP)**

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

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

# 1. Overview

Across the world, the number of disasters has increased in recent years, and in particular, there was a remarkable increase in economic damage. Disasters tend to occur in hazardous areas repeatedly and have huge impact on lives, livelihood and local economy, especially those in lower income brackets. Consequently, disaster risk reduction is regarded critical for sustainable economic growth.

The Sendai Framework for Disaster Risk Reduction 2015–2030 was adopted at the Third UN World Conference on Disaster Risk Reduction held in March 2015, as a framework aiming to “substantially reduce disaster risk, and the loss of lives and livelihoods”. The Sendai Framework aligns the post 2015 development agenda such as Sustainable Development Goals (SDGs) and Paris Agreement. In the Sendai Framework, seven global targets were agreed, and each country has a primary responsibility to implement and monitor the Sendai Framework in accordance with the Guiding Principles of that.

Japan is the one of the disaster-prone countries in the world and has a long history to coexist with natural hazards such as earthquakes, tsunamis, typhoons, floods and landslides. Given this, experiences on disaster risk reduction against these hazards in Japan has generated unique “culture of disaster risk reduction” and various DRR knowledge and activities have been passed down through the generations since old times. Based on the accumulation of experience, Japan is well known for the DRR leading country in the present day. During the formulation process of the Sendai Framework, Japan reiterated the importance of “Investment in Disaster Risk Reduction”, “Strengthening Central Disaster Risk Reduction Administration” and “Build Back Better” and these concepts were accepted in the framework.

Thus, it will be the best opportunity to study and research on DRR field in Japan for deepening the understanding of the Sendai Framework and learning advanced DRR knowledge and technologies.

## 2. Objectives

Disaster Risk Reduction (DRR) Leaders Capacity Development for the Sendai Framework Implementation (FY2024) is a Master/Doctor Degree Scholarship Program specially provided by the Japan International Cooperation Agency (JICA) in collaboration with Japan's top-ranked universities, which shall be implemented as part of the Official Development Assistance of the Government of Japan.

This Program provides excellent study and research opportunity for to-be leaders of DRR field to acquire high-level competence comprehensively covering both academic studies and practical knowledge.



The Program consists of a regular graduate program for study and research related to DRR at a Japanese university and additional DRR programs.

### 3. Course Outline

#### 1. Title

Disaster Risk Reduction (DRR) Leaders Capacity Development for the Sendai Framework Implementation (FY2024)

#### 2. Target Countries

Philippines, Vietnam, Indonesia, Fiji, India, Sri Lanka, Mongolia, Nepal, Bangladesh, Pakistan, Iran

#### 3. Target Organization

Central/National DRR agency and DRR-related agencies

#### 4. Target Personnel

##### (1) Essential Requirement

- ✓ Personnel working at target organizations
- ✓ Practical experience in DRR field especially working at governmental agencies
- ✓ Educational Background (at least Bachelor Degree)
- ✓ Linguistic skills required to take courses and receive research guidance in **English** (You must meet English requirements described in the application guidance of each university.)
- ✓ Good health, both physically and mentally, to participate in the Program in Japan
- ✓ Other requirements for application to each university such as GPA, etc.

##### (2) Recommendable Qualifications

- ✓ Those who are expected to play a leading role in DRR in the future
- ✓ Those who are expected to contribute to achieving JICA's global agenda on "Disaster Risk Reduction through Pre-disaster Investment and Build Back Better" as the Attachment.
- ✓ Those who have flexible adaptability and receptivity for study and research in a foreign country
- ✓ Age of under 35 years old for a master degree or 40 years old for a doctoral degree
- ✓ More than five (5) years of working experience in DRR

#### 5. Number of participants

Maximum 5 participants

#### 6. Language to be used in this program

English

#### 7. Overall Goal

Participants will be pro-Japan leaders on DRR field in their countries and contribute to implementing the Sendai Framework and playing a vital role in leading the discussion on international level.

## 8. Program Purpose

Participants of the Long-term Program are expected:

- (1) To obtain Master's or Doctor's degree in Japanese Universities
- (2) To learn Japanese experiences and knowledge on disaster risk reduction
- (3) To enhance relationship and network among participants and DRR human resources in Japan

## 9. Program Outlines:

The program consists of three (3) large components as below.

### (1) Study and research (Master/doctor degree course)

- ✓ Acquire theoretical knowledge systematically
- ✓ Improve the ability to solve problems through research activities
- ✓ Acquire master/doctor degree in the following Universities/Schools/ Departments;

University	School	Department/Lab
Tohoku University	Graduate School of Science	- Department of Geophysics - Department of Earth Science
	Graduate School of Engineering	- Department of Civil and Environmental Engineering
National Graduate Institute for Policy Studies (GRIPS)	-	- Disaster Management Ph.D. Program (Doctor only) <b>collaborated with "International Centre for Water Hazard and Risk Management (ICHARM)"</b>

Please refer the Annex 1 for the detailed information on the available universities/departments.

### (2) Additional DRR program

JICA will provide additional program for the purpose to improve practical abilities, strengthen networks and deep understanding of Japanese DRR field knowledge.

### (3) Common program (Optional)

In addition to the above-mentioned programs, JICA will implement the common programs for JICA participants. Some programs will be conducted by JICA domestic offices to promote international exchanges and cultural understandings between JICA participants and regional residents.

Also, JICA will conduct a program, offering participants opportunities to gain a deep understanding of the Japanese development experience, and to draw lessons and gain insights that will support their development work in their home countries and internationally.

## 4. Duration

Master Degree	2 years (October 2024 – September 2026)
Doctor Degree	3 years (October 2024 – September 2027)

## 5. Number of Participants

Maximum 5 participants for total

## 6. Language to be used in this Program

English

## 7. Eligibility

Candidate applicants must satisfy the following requirements:

### (1) Essential Requirement

- ✓ Personnel working at target organizations
- ✓ Practical experience in DRR field especially working at governmental agencies
- ✓ Educational Background (at least Bachelor Degree)
- ✓ Linguistic skills required to take courses and receive research guidance in **English** (You must meet English requirements described in the application guidance of each university.)
- ✓ Good health, both physically and mentally, to participate in the Program in Japan
- ✓ Other requirements for application to each university such as GPA, etc.

### (2) Recommendable Qualifications

- ✓ Those who are expected to play a leading role in DRR in the future
- ✓ Those who are expected to contribute to achieving JICA's global agenda on "Disaster Risk Reduction through Pre-disaster Investment and Build Back Better" as the Attachment.
- ✓ Those who have flexible adaptability and receptivity for study and research in a foreign country
- ✓ Age of under 35 years old for a master degree or 40 years old for a doctoral degree
- ✓ More than five (5) years of working experience in DRR

## 8. Admissions

Candidates must be selected as JICA's official candidate through JICA's internal selection procedure and must pass the general entrance examination of the university they have applied to, including examinations to enter the applicants' desired master's degree or Ph.D. degree course.

## 9. Application Guidelines

Selection process contains the following steps. Please find the Annex 2 “Selection Schedule” for the detailed schedule.

1. Course Entry to JICA
2. Matching Process (Tohoku University only)
3. University’s Academic Selection
4. JICA’s Selection
5. Final Acceptance Decision by JICA

### 1. Course Entry to JICA

Applicants to the course must submit the completed entry format (Attached Document 1) to JICA Office in your country by the closing dates through the appropriate procedure of your country. The closing date is defined by the JICA office in each country based on the following timelines; therefore, please inquire the closing date for the entry of each schedule to the JICA office in your country.

- Schedule A Entry shown in as the Annex 2: the JICA office will inform them to the JICA Headquarter in JAPAN by **October 13, 2023** for
  - Tohoku University (Graduate School of Science, Graduate School of Engineering)
- Schedule B Entry shown in as the Annex 2: the JICA office will inform them to the JICA Headquarter in JAPAN by **February 8, 2024** for
  - National Graduate Institute for Policy Studies (GRIPS) PH.D Program collaborated with “International Centre for Water Hazard and Risk Management (ICHARM)”

Note:

- A) This entry process is essential to accept an applicant as a JICA Scholarship Course.
- B) Prior to submitting the entry format to the JICA Office, please carefully confirm that you meet the application requirement (ex: English skill, evaluation point, etc.) of the interested department or program and describe the result on the entry format.

#### **ATTENTION!**

You must confirm requirements for application of each university/ department. Some information may be updated or revised.

- Graduate School of Science, Tohoku University  
See Annex3 (the example of application document list of FY2022).
- Graduate School of Information Sciences, Graduate School of Engineering, Tohoku University (common application guidance for 2 schools and institute) (See Annex 4 and 5)  
<http://www.civil.tohoku.ac.jp/english/I-CEEC/admission/index.html>

- National Graduate Institute for Policy Studies (GRIPS) PH.D Program collaborated with “International Centre for Water Hazard and Risk Management (ICHARM)”;  
[http://www.icharm.pwri.go.jp/training/phd/phd\\_index.html](http://www.icharm.pwri.go.jp/training/phd/phd_index.html)

- C) Matching procedure will be based on information described in the submitted entry format. Especially, research theme is very critical information to consider the available supervisor; therefore, please carefully explain details within 200 words.
- D) JICA will not accept or consider any entries received after the stated deadline or any incomplete entry formats.
- E) You must follow the governmental procedure to submit the entry format to JICA Office in your country.
- F) You must not contact universities directly until the completion of next matching procedure.

## 2. Matching Process (Tohoku University only)

JICA provides entry information to the Tohoku University and the university conducts the Matching Process. The result of the Matching Process will be mainly judged by whether there is the available supervisor who can instruct the research theme or not. The result is informed by JICA Office in your country and only applicants who pass the Matching Process can apply for the next step (university application).

Note:

- A) Generally, Matching Process will be proceeded based on information described in the submitted entry format; however, the university contacts to an applicant to clarify some points as needed.
- B) Only for applicants to Graduate School of Science  
Please choose more than one potential matching supervisors from faculty members of Departments of Geophysics and Earth Science. Please refer Annex 6 and home pages of each department for your choices.
- C) Applicants for **GRIPS/ICHARM Disaster Management Ph.D. Program** do not need this Matching Process. Please proceed to the next step of academic application to the university.

## 3. University’s Academic Selection

Applicants who pass the Matching Process submit required documents in accordance with the application guidance of the applied university/department. Application qualifications, procedures and application period vary depending on each university/department; therefore, please access to the website or contact to the admission division of the university to confirm the latest information and schedule. The academic selection will be made by each university based on the application, academic transcripts, related documents, screening and interview processes including an Internet-based interview, etc. Notifications of academic selection results will be announced by the applied university.

Note:

Examination fee will be covered by JICA for each university.

**For the applicants to the Graduate School of Engineering, Tohoku University;** please be noted that the submission of English proficiency test scores is essential for your application such as TOEFL iBT, TOEFL PBT, TOEIC or IELTS except in special cases. Please plan to take the test and obtain the required score before applying. Detailed information is shown in the Annex 5.

#### 4. JICA's Selection

- (1) The applicants who applied for the university application must submit the essay about the following theme to the JICA Office in your country within 1 month after the submission of university's application.
  - A) Theme: My Contribution to achievement of the Sendai Framework in my country after the JICA Scholarship Course
  - B) Key questions: You need to include your thoughts to the following questions in the essay
    - What is the most critical issue or challenge to achieve the Sendai Framework in your country?
    - What would you like to learn through this course to solve the issue or challenge mentioned above?
    - How will you utilize your experience and learning from the course after returning to your country?
  - C) Format: Free format by using Microsoft Word or text editor within 800 words
- (2) The result of JICA's selection based on the university's selection and essay evaluation is informed within 1 week after the result notification by the university. The applicant who passes JICA's selection is called as 'candidate'.

#### 5. Final Acceptance Decision by JICA

- (1) Submission of required documents for acceptance decision  
In response to passing the JICA selection, each candidate is required to submit the "Required documents" listed in as below **by the end of July 2024** to JICA office in your country in accordance with the appropriate procedure of your country.

Required Documents

- A) JICA Application Form for the JICA Knowledge Co-Creation Program
- B) A passport copy (for checking nationality, name, sex, and date of birth).  
\*National ID and birth certificate are acceptable as a draft document if the participant does not have a passport. Certified English translation must be attached if ID is not written in English
- C) 2 ID photos (4cm × 3cm) pasted on application form (Original and copy) and another 6 same photos.
- D) Health certificate with the JICA's specific format

(2) Announcement of acceptance decision

JICA confirms there are no issues such as diplomacy, health, etc. and makes a final acceptance decision with submitted documents by the middle of August 2023. With this, a candidate will be officially approved as a participant of JICA Scholarship Course.

6. Administrative Information

Please refer the Attached Document 2 “Handbook for JICA Scholarship Courses” about the general rules and conditions for JICA Scholarship Courses.

## 10. Schedule

		As of August, 2023			
<b>Selection Schedule for JICA Scholarship Program</b> <b>"Disaster Risk Reduction (DRR) Leaders Capacity Development for the Sendai Framework Implementation (FY2024)"</b>					
Year	Month	Schedule A		Schedule B	
		Tohoku University, Graduate School of Science	Tohoku University, Graduate School of Engineering	GRIPS/ICHARM, Disaster Management Ph.D Program	
	Aug	Early			
		Mid	JICA announces the selection information with Overview Information		
		Late			
	Sep	Early			
		Mid			
		Late			
	Oct	Early			
		Mid	Submission of the completed entry format to JICA HQ by October 13		
		Late	Matching Process (The result may be informed by the end of October)		
	Nov	Early			
		Mid			
		Late			
Dec	Early	Submission of the application documents to the University by the middle of December			
	Mid				
	Late				
Jan	Early	Submission of the Essay to JICA Office by the middle of December	Submission of the application documents to the University by early January		
	Mid	Academic examination			
	Late				
Feb	Early	Notification of the result of academic selection	Submission of the Essay to JICA Office by early February	Deadline to submit the completed entry format to JICA HQ by February 8	
	Mid	Notification of the result of JICA's selection by mid February	Academic examination		
	Late				
Mar	Early		Notification of the result of academic selection	Submission of the application documents to the University by early March	
	Mid		Notification of the result of JICA's selection by mid March		
	Late				

2024	Apr	Early		Submission of the Essay to JICA Office by early April
		Mid		Academic examination
		Late		
	May	Early		
		Mid		
		Late		
	Jun	Early		
		Mid		
		Late		Notification of the result of academic selection
	Jul	Early		Notification of the result of JICA's selection by early July
		Mid		
		Late	Submission of required documents for acceptance decision	
	Aug	Early	Final Acceptance decision	
		Mid		
		Late		
	Sep	Early		
		Mid		
		Late	Arrival at Japan	
Oct	Early	Academy year starts		
	Mid			
	Late			

## 11. Expenses To Be Borne By JICA

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

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

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



\*\*Once, after opening bank account in Japan. As it takes several weeks to have the bank account opened, it is strongly recommended to bring cash for personal expenses during the period.

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

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

## **12. Expenses Not To Be Borne By JICA**

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

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

Note: If participant/accepted applicant does not follow the regulation of JICA, the participant may have to bear such other cost of necessary expenses.

## **13. Conditions for Participation**

The accepted applicants/participants of KCCP are required:

- (1) to understand that participants must physically come to Japan to participate in this program at the date designated by JICA,
- (2) to be in good health to participate in the program,
- (3) not to change course subjects or extend the course period,
- (4) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants on their own,

- (5) to accept that the Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan,
- (6) to submit a Health Certificate in JICA format at the participant's expense. The certificate must be the results of health check-up at the time the participant applied to the entrance examinations (within 6 months before arrival in Japan),
- (7) to accept to submit a second Health Certificate in JICA format if the participant will not be able to arrive within 6 months from the date of his/her first medical examination. The cost of the Health Certificate will be borne by JICA only if the delay is not due to the participant's personal reasons,
- (8) to return to their home country on the designated flight by JICA, when they finish the program/course or when it is deemed impossible to finish the program within the program period, or when the participant is not successful on the regular course examination,
- (9) to refund allowances or other benefits paid by JICA in the case of a change in schedule,
- (10) to understand that inviting participant's family members is not recommended before their stay in Japan has passed more than 6 months,
- (11) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
- (12) to observe the rules and regulations of the program implementing partners to provide the program or establishments ("Plagiarism" especially is taken severely by enrolling university, regardless of whether it is direct plagiarism or self-plagiarism and participants may be subjected to disciplinary action such as suspension),
- (13) to observe the rules and regulations at the place of the participants' accommodation,
- (14) not to engage in political activities, or any form of employment for profit,
- (15) not to drive a car or motorbike, regardless of an international driving license possessed,
- (16) to discontinue the program, should the participant violate Japanese laws or JICA's regulations, or commit illegal or immoral conduct, or become critically ill or seriously injured and be considered unable to continue the course. The participants shall be responsible for paying any cost for treatment of the said health conditions except for the medical care expenses described in the table of "11. Expenses To be borne by JICA,"
- (17) to return the total amount or a part of the expenditure for KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (18) not to be receiving nor plan to receive another scholarship during the program,
- (19) to understand not to make other applications for different JICA KCCP (long-term) at the same time,
- (20) to understand that the maximum duration of "Overseas research" and "Temporary Leave (leaving Japan for private purpose)" is 60 days, in principle, and
- (21) to enroll and complete JICA-DSP online courses, when you receive JICA's instructions to do so.

### **Attached Documents**

1. Entry format (MS Excel sheet)
2. Handbook for KCCP for JICA Scholarship Courses 2020
3. JICA's global agenda on "Disaster Risk Reduction through Pre-disaster Investment and Build Back Better"

## **IV. ANNEX:**

### **Annex 1 Universities and Program Information**

1. **National Graduate Institute for Policy Studies (GRIPS)** collaborated with **International Centre for Water Hazard and Risk Management (ICHARM)** Disaster Management Ph.D. Program **[Doctoral course only]**  
[http://www.icharm.pwri.go.jp/training/phd/phd\\_index.html](http://www.icharm.pwri.go.jp/training/phd/phd_index.html)  
Keywords: Water-related disasters, Disaster risk management policy  
Target Groups : Officials and researchers with either natural or cultural/social sciences who are highly motivated to study science-based policy making.  
This program is designed for individuals who aspire to master science, technology, and policy studies in water-related risk management, thereby becoming highly skilled professionals who can train other researchers and practitioners and take leadership in planning and implementing practical strategies and policies at national and international levels to contribute to the sustainable development of their countries and regions through disaster risk reduction.
  
2. **Tohoku University [Both Master's and Doctoral degrees]**
  - (1) Graduate School of Science  
<https://www.sci.tohoku.ac.jp/english/>
    - ① Department of Geophysics  
Keywords: Solid earth physics (seismology, geodesy, volcanology), Atmospheric and oceanic sciences (meteorology, physical oceanography), Planetary and space physics  
<http://www.gp.tohoku.ac.jp/index-en.html>
    - ② Department of Earth Science  
Keywords: Geo-environmental science (geology, paleontology, geography, geochemistry), Earth and planetary materials science (petrology, mineralogy, resource geology, geochemistry)  
<http://www.es.tohoku.ac.jp/EN/index.html>
  
  - (2) Graduate School of Engineering, Department of Civil and Environmental Engineering  
<http://www.civil.tohoku.ac.jp/english/index-e.html>  
Keywords: Infrastructure, Water Environment
    - ① Infrastructural Engineering Course
      - Mathematical System Design: <http://msd.civil.tohoku.ac.jp/english/>
      - Mechanics of Materials: <http://mm.civil.tohoku.ac.jp/>
      - Concrete Engineering: <http://cm.civil.tohoku.ac.jp/>
      - Geotechnical Engineering: <http://soil1.civil.tohoku.ac.jp/>
      - Structural Mechanics :<http://mechanics.civil.tohoku.ac.jp/c-indexe.html>
      - Structural Design Engineering: <http://design.civil.tohoku.ac.jp/c-indexe.html>

- Advanced Infrastructure Systems: <https://yu-otake.tech/>
- Computational Safety Engineering: <http://soil1.civil.tohoku.ac.jp/>
- ② Water Environmental Studies Course
  - Hydro-Environment System: <http://kaigan.civil.tohoku.ac.jp/HEST/>
  - Hydro-Environnemental Informatics:  
<http://potential1.civil.tohoku.ac.jp/index-e.html>
  - Environmental Protection Engineering:  
<http://ep1.civil.tohoku.ac.jp/index.html>
  - Water Quality Engineering : <https://waterqualitytohoku.com/en/>
  - Ecological Engineering: <http://www.eco.civil.tohoku.ac.jp/>
  - Tsunami Engineering: <http://www.tsunami.civil.tohoku.ac.jp/hokusai3/E/>
  - Remote Sensing and Geoinformatics for Disaster Management:  
<http://www.regid.irides.tohoku.ac.jp/index-en.html>
- ③ Transportation and Urban Planning Course
  - Disaster Area Support:  
<https://irides.tohoku.ac.jp/eng/organization/humansociety/02.html>
  - Disaster Reconstruction design and Management:  
<https://irides.tohoku.ac.jp/eng/organization/faculty/infosociety/hirano.html>

### Annex 3 Example of application document list of Tohoku University (Graduate School of Science)

For your reference, please find the following list for FY2023 application documents. The necessary forms will be sent to the applicants who pass the Matching Process.

JICA_TU 2023 Application Documents & Checklist		Major
		Name
*Place check marks to the appropriate boxes (or choose "X")		
Documents	Check	Remarks
<b>Graduate Program(s)</b> (either one of the followings)		
• Certificate of Graduation	<input type="checkbox"/>	
• Master's Diploma	<input type="checkbox"/>	
<b>8 Document(s) to prove academic ability:</b> at least ONE of the followings but NOT more than 3 materials		
1) Bachelor thesis in full with English abstract	<input type="checkbox"/>	
2) Master thesis in full with English abstract	<input type="checkbox"/>	
3) Research papers published in journals or conference proceedings	<input type="checkbox"/>	
4) GRE® Test score report	<input type="checkbox"/>	
5) Other ( )	<input type="checkbox"/>	
<b>9 Document(s) to prove English ability:</b> at least ONE of the followings		
1) Score report of TOEFL iBT® Test, TOEFL PBT® Test, or IELTS	<input type="checkbox"/>	
2) Score report of other English tests (Tests conducted at your university, organized locally, TOEFL ITP®, and TOEIC® fall into this category)	<input type="checkbox"/>	
3) Certificate/letter/website to show that the medium of instruction (of undergraduate/graduate program) was English	<input type="checkbox"/>	
4) Other ( )	<input type="checkbox"/>	
<b>10 Photocopy of passport:</b> if unavailable, a document proving your citizenship is required*	<input type="checkbox"/>	*e.g., photocopy of citizenship card, birth certificate, census register
<b>11 Application Checklist (this sheet)</b>	<input type="checkbox"/>	

## Annex 4 Example of application document list of Tohoku University (Graduate School of Engineering, Department of Civil and Environmental Engineering)

For your reference, please find the following list for FY2023 application documents. The list of necessary documents is shown in the Application Guideline on the website. (You can find the list and details for FY2023 application for your reference <<https://iceec.civil.tohoku.ac.jp/admission/admission.html>>)

Checklist (I-CEEC)	Check
<b>Applicants for the Master's Degree Program</b>	
Application for admission	
CV	
Letter of acceptance	
Undergraduate transcript	
TOEFL, TOEIC or IELTS score sheets Valid tests: TOEFLPBT, TOEFL iBT , TOEFL iBT Special Home Edition, TOEIC Public Test, IELTS-Academic Module	
Certificate of (expected) completion or of degree conferral	
Copy of Residence Record (*Should be submitted by foreign applicants residing in Japan whose period of stay is over 90 days.)	
Examination admission ticket and photo ID form	
Confirmation for Examination Fee Payment	
Letter of recommendation	
Address label	
Other reference materials (optional)	
<b>Applicants for the Doctoral Degree Program</b>	
Application for admission	
CV	
Letter of acceptance	
Graduate school transcript	
TOEFL, TOEIC or IELTS score sheets Valid tests: TOEFLPBT, TOEFL iBT , TOEFL iBT Special Home Edition, TOEIC Public Test, IELTS-Academic Module	
Certificate of (expected) completion or of degree conferral	
Undergraduate transcript	
Duplicate of master's thesis	
Copy of Residence Record (*Should be submitted by foreign applicants residing in Japan whose period of stay is over 90 days.)	
Examination admission ticket and photo ID form	
Confirmation for Examination Fee Payment	
Letter of recommendation	
Address label	
Other reference materials (optional)	

## Annex 5 Requirement of Tohoku University (except Graduate School of Science)

Tohoku University (Graduate School of Engineering, Graduate School of Information Science) must need the following requirement for the application.

(1) Applicants must have taken one of the following on or after March 1, 2021: TOEFL iBT, TOEFL PBT, TOEIC or IELTS (Academic Module).

By the time of their application, applicants must have obtained a score equal to or greater than that required by the school of engineering as shown below.

- TOEFL iBT 65 or higher
- TOEFL PBT 450 or higher
- TOEIC 650 or higher
- IELTS 5.5 or higher

(2) Applicants must have earned 2.30 or more evaluation points as calculated from their coursework grades in their latest submitted transcripts, as shown below.

Scale Grade

Scale	Grade				
4-Grade Scale	A		B	C	F
	100-80		79-70	69-60	59-
5-Grade Scale	S	A	B	C	F
	A	B	C	D	F
	100-90	89-80	79-70	69-60	59-
Points	3	3	2	1	0
Total Credit	N4	N3	N2	N1	N0

$$(N4+N3) \times 3 + N2 \times 2 + N1 \times 1 + N0 \times 0$$

$$\text{Evaluation Point} = \frac{\text{-----}}{N4 + N3 + N2 + N1}$$

Note:

1. Applicants for the Master's Degree Program

Evaluation points are calculated based on the undergraduate transcript.

2. Applicants for the Doctoral Degree Program

Evaluation points are calculated based on graduate school (Master's course) transcripts.



## **Annex 6 Research field of Tohoku University Graduate School of Science**

### **(1) Seismic activities and related sciences**

#### **●Department of Geophysics**

Prof. Motoyuki Kido (IRIDES), Prof. Dapeng Zhao, Prof. Ryota Hino,  
Assoc. Prof. Naoki Uchida, Assoc. Prof. Yusaku Ohta,  
Assoc. Prof. Tomonori Okada, Assoc. Prof. Hisashi Nakahara  
Assoc. Prof. Yasuo Yabe,  
Assoc. Prof. Yo Fukushima (IRIDES)

#### **●Department of Earth Science**

Prof. Hiroyuki Nagahama, Prof. Jun Muto,  
Prof. Shinji Toda (IRIDES), Assoc. Prof. Daisuke Sugawara (IRIDES)

### **(2) Volcanic activities and related sciences**

#### **●Department of Geophysics**

Prof. Takeshi Nishimura, Assoc. Prof. Mare Yamamoto,

#### **●Department of Earth Science**

Prof. Michihiko Nakamura, Assoc. Prof. Satoshi Okumura,  
Assoc. Prof. Naoto Hirano, Prof. Reishi Takashima

### **(3) Climate change and related sciences**

#### **●Department of Geophysics**

Prof. Takeshi Yamazaki, Assoc. Prof. Junshi Ito,  
Prof. Shinji Morimoto, Assoc. Prof. Hironobu Iwabuchi  
Assoc. Prof. Shoichi Kizu, Assoc. Prof. Shusaku Sugimoto,  
Prof. Sayaka Yasunaka, Assoc. Prof. Futoki Sakaida

#### **●Department of Earth Science**

Assoc. Prof. Ryuji Asami, Assoc. Prof. Noritoshi Suzuki

### **(4) Geographical and social sciences related natural hazard**

Prof. Kazuaki Hori, Assoc. Prof. Yuzuru Isoda

### **(5) Space weather and related sciences**

Assoc. Prof. Hiroaki Misawa, Assoc. Prof. Fuminori Tsuchiya,  
Assoc. Prof. Takeshi Sakanoi, Prof. Yuto Katoh

### **(6) Others (Please refer to web site)**

### **(7) Retiring professors (not able to supervise new students, and do not choose them)**

Prof. Toru Matsuzawa, Prof. Satoshi Miura, Prof. Yasufumi Iryu,  
Prof. Tadahiro Hayasaka, Prof. Toshio Suga

#### **Department of Geophysics**

<http://www.gp.tohoku.ac.jp/index-en.html>

#### **Department of Earth Science**

<http://www.es.tohoku.ac.jp/EN/index.html>

#### **International Research Institute of Disaster Science (IRIDeS)**

<https://irides.tohoku.ac.jp/eng/>



***CORRESPONDENCE***

For enquiries and further information, please contact your nearest JICA office.



WES

JICA Nepal Office  
National Life Insurance Building  
Lazimpat, Kathmandu, Nepal  
Tel: 4525636, 4525637, 4525638  
Fax: 4525658  
Email: np\_oso\_rep@jica.go.jp  
Url: [www.jica.go.jp/nepal/english](http://www.jica.go.jp/nepal/english)

Mr. Amrit Bahadur RAI  
Joint Secretary  
North East Asia Division (NEAD)  
Ministry of Foreign Affairs  
Government of Nepal  
Singhdurbar, Kathmandu

Date: September / 22 / 2023  
Ref No.: JICA (NP) 23- 484

Re: Nomination for Long-term Course on "SDGs Global Leader (JFY 2024)"

Dear Mr. RAI,

We have the honor to bring this note to your kind information that Japan International Cooperation Agency (JICA) Nepal Office is offering master's **degree Or Doctor Degree (PhD)** scholarship program as Long-term training in collaboration with the university in Japan on "SDGs Global Leader (JFY 2024)" as part of the Official Development Assistance of the Government of Japan.

Duration of course:      Master's Degree: October 2024 to October 2026 (two years)  
                                 Doctor Degree: October 2024 to October 2027 (three years)

This program is exclusively targeting candidates who work in Local Governance, Gender Equality and Social Inclusion (GESI), Forest/Climate Change, Power Sector, Private Sector, and relevant organizations. In addition, female candidates are highly encouraged to apply for this course. Please ensure that the applicants must not be receiving or planning to receive another scholarship during this program.

Since this is a collaboration program of JICA and the university, potential candidates must apply through necessary procedures and meet deadlines required by the JICA and the university. Necessary procedure as well as tentative schedule for the submission of application mentioned in the General Information (GI) is attached herewith. Therefore, we take further honor to request you to ascertain the government of Nepal would nominate suitable candidates for the above course in accordance with the criteria stipulated in attached GI.

Please note that the final selection would be done by the team of university Professors. Any of the candidates may be selected based on the requirements of the course. So, please ensure that the nomination is done in accordance with the above-mentioned criteria.

We would highly appreciate it if you could kindly forward us one (1) copy of the application form duly filled in by the nominees not later than **October 16, 2023**.

Sincerely yours,

  
  
IIZUKA Kenichiro  
Senior Representative  
JICA Nepal Office

CC:  
Mr. Shreekrishna NEPAL, Joint Secretary, IECCD, Ministry of Finance  
Mr. Narayan P. ARYAL, Joint Secretary, Administrative Reform & HR Planning Division, MoFAGA  
Dr. Kiran RUPAKHETEE, Joint Secretary, Social Development Division, Education & HR Section, NPC



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

## **General Information on SDGs Global Leader**

**JFY2024**

### **国別研修 「SDGs グローバルリーダー（2024年度）」**

This handout provides an overview of the “SDGs Global Leader” program/course, which is one of Japan International Cooperation Agency (JICA)’s Knowledge Co-Creation Program (Long-Term). The program will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between respective governments.

Each country may have its own schedule and/or qualifications for the program. With regard to the additional information, please contact our JICA overseas office in charge of your country.

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

## 0. Background

### **What is JICA Knowledge Co-Creation Program (KCCP)**

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

### **What is JICA Development Studies Program (JICA-DSP)**

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

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

# 1. Overview

Until now, JICA has provided training programs as a part of technical cooperation in various fields. In order to strengthen networks between the target countries in respective fields, JICA established a new long-term training program to foster young/middle-aged bureaucrats, academicians and leading human resources in various fields of target countries who are capable of influencing policy making processes in their countries or contributing to socioeconomic development in the near future.

The new program/course, “SDGs Global Leader,” was established in JFY 2019 under the framework of JICA Development Studies Program (JICA-DSP) for the purpose of promoting the cooperation of sustainable development in the world.

The program/course will offer participants with special curriculums on Japanese developmental experience (JICA-DSP) and internships, if necessary, in addition to obtaining a Master’s or PhD. degree.

# 2. Objectives

- (1) To develop high level human resources who are capable of contributing to appropriate policy decisions and its implementation for tackling political and developmental issues in respective fields.
- (2) To establish and maintain mid and long-term amicable relationships between target countries and Japan.

# 3. Course Outline

The course consists of the acceptance of scholars from 116 countries including 9 countries from Southeast Asia, 14 countries from Pacific region, 6 countries from South Asia, 6 countries from East and Central Asia, 30 countries from Latin America and the Caribbean, 5 countries from Middle East and Europe\*, and 49 countries from Africa.

Southeast Asia	Cambodia, Indonesia, Laos, Malaysia Myanmar, Philippine, Thailand, Timor-Leste and Vietnam
Pacific	Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Marshall Islands, Nauru, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu
South Asia	Bangladesh, Bhutan, Maldives, Nepal, Pakistan, Sri Lanka
East and Central Asia	Mongolia, Tajikistan, Georgia, Azerbaijan, Armenia, Turkmenistan, Kyrgyz and Kazakhstan
Latin America and the Caribbean	Dominican Republic, El Salvador, Honduras, Mexico, Panama, Antigua and Barbuda, Commonwealth of Dominica, Grenada,

	Saint Christopher and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Republic of Trinidad and Tobago, Republic of Suriname, Republic of Guyana, Guatemala, Cuba, Belize, Costa Rica, Jamaica, Nicaragua, Haiti, Argentine, Bolivia, Brazil, Chile, Colombia, Ecuador, Paraguay, Peru, Uruguay
Middle East and Europe	Iran, Serbia, North Macedonia, Ukraine, Moldova *Only 3 members will be selected.
Africa	49 Sub-Saharan African countries (Applicants from African countries should refer “General Information on SDGs Global Leader Program for Sub -Saharan African countries JFY2024”)

This handout provides information related to long-term courses including master’s degree courses, Ph.D. courses, and combined master’s and Ph.D. courses.<sup>1</sup>

Candidate applicants may select the university, to which he/she wishes to apply, from the universities which have concluded an agreement on accepting JICA participants on the condition that the candidate passes the entrance examination of the selected university. Detailed information of these partner universities will be provided separately.

Proposed research topics should consist of subjects that contribute to government policies on sustainable development (Examples: Administration/public policy, finance, public finance management, international politics/diplomacy, regional research, business, international trade/investment, disaster risk reduction, maritime issues etc.)

In addition to curriculums of the master’s and Ph.D. courses, activities such as short-term programs (e.g. Understanding the Japanese Development Experience<sup>2</sup>), and/or internship programs will be planned in order to enrich the participants’ academic and personal experience of their courses of studies at the universities.

Accepted applicants are recommended to participate in internship programs at public or private entities during their stay in Japan. JICA will prepare the contents and schedule of the internship in close consultation with the participants and host organizations. In principle, no reward or compensation should be paid to the participants or host organizations.

## 4. Duration

In principle, 2 years for master’s course and 3 years for Ph.D. course (depending on the

<sup>1</sup> Bachelor’s degree course is also offered specially for Pacific countries.

<sup>2</sup> As part of JICA-DSP, this program is co-organized by GRIPS, IUJ and JICA for JICA Knowledge Co-Creation Program for Long Term Participants. The program offers participants with opportunities to gain a deep understanding of the Japanese development experience, and to draw lessons and gain insights that will support their development work at their home countries and internationally.

program offered by universities)<sup>3</sup>.

## 5. Number of Participants

Southeast Asia	43
Pacific	30
South Asia	5
Central and East Asia	7
Latin America and the Caribbean	30
Middle East and Europe	3
Sub-Saharan Africa	(Applicants from African countries should refer "General Information on SDGs Global Leader Program for Sub-Saharan African countries JFY2024")

## 6. Language to be used in this Program

English

## 7. Eligibility

Candidate applicants must satisfy the following requirements:

- (1) Current Duties: young or middle-career government officials, prospective academics, or personnel from private institutions who are expected to contribute policy formulation or its implementation for tackling sustainable developmental issues in respective fields.
- (2) Nationality: citizen of the above countries eligible for Japan's ODA
- (3) Age:  
for master's programs, thirty five (35) years of age or under in principle (As of April 1<sup>st</sup>, 2024). However, under certain circumstances deemed to be considered, applicants over the age of 35 may become accepted. Please contact our JICA office for more information.  
for Ph.D. programs, forty (40) years of age or under in principle (As of April 1<sup>st</sup>, 2024). However, under certain circumstances deemed to be considered, applicants over the age of 40 may become accepted. Please contact our JICA office for more information.
- (4) Educational Background:  
for master's programs, a Bachelor's Degree or Master's Degree holder  
for Ph.D. programs, a Master's Degree holder  
(specially for Pacific countries) for Bachelor's programs: complete secondary education

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<sup>3</sup> The preparatory period as a research student or credited auditor prior to the regular student up to 6 months may be added.



(or other education program of at least 12 years in duration)

- (5) Language: adequate English skills both in written and oral communication to complete master's and/or Ph.D. courses with skills equivalent or exceeding the following;  
TOEFL iBT: 80  
IELTS: 6.5
- (6) Physical Presence: must physically come to Japan to carry out research activities to complete this program.
- (7) Others: must not be receiving nor plan to receive other scholarship during the program.
- (8) Gender Equality and Women's Empowerment: Women are encouraged to apply to the program. JICA makes a commitment to promote gender equality and women's empowerment, providing equal opportunity to all applicants regardless of sexual orientation and gender identity.

## 8. Admissions

Candidates must be selected as JICA's official candidate through JICA's internal selection procedure and must pass the general entrance examination<sup>4</sup> of the university they have applied to, including examinations to enter the applicants' desired master's degree or Ph.D. degree course.

## 9. Application Guidelines

Candidate applicants must apply through the procedures as described below, which are necessary requirements by both applicant's Government and the Government of Japan for the Official Development Assistance.

- (1) Procedures and Required Documents for Application:  
Each applicant is required to submit the "Application Documents<sup>5</sup>" listed in (2) below to JICA overseas office in charge of the applicants' country.

- (2) Application Documents

- 1) SDGs Global Leader Course for FY 2024 Application Form consists of:

- Personal Information
- Educational Background
- Present Organization and Nomination
- Work Experience
- Declaration (Terms and Conditions needed to be agreed by candidate applicants)
- Declaration of desired universities placement (Annex 1-1 for Courses with Pre-

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<sup>4</sup> The results of JICA's screening procedure and University's general entrance examination will not accept any inquiry.

<sup>5</sup> Submitted documents will not be returned.

application Matching, or Annex 1-2 for Courses without Pre-application Matching)

- Research Plan (Annex 2)
- Career Plan (Annex 2)

2) Graduation certificate.

- \* Officially certified copies of the original
- \* Written in English or accompanied with official translation

3) Academic transcript

- \* Must contain all the grades earned at the university attended by the applicant
- \* Officially certified copies of the original transcript
- \* Written in English or accompanied with official translation in English

4) Photocopy of certificate of English Test<sup>6</sup>

5) A copy of Passport or ID with photo (for checking nationality, name, sex, and date of birth).

6) 2 ID photos (4cm × 3cm) pasted on application form (Original and copy)

7) Health certificate (after receive an acceptance notice from JICA <sup>7</sup>)

### (3) Procedures in General

Based on the above documents, candidate applicants are nominated and approved by their country's government, and later approved by JICA.<sup>8</sup> After this procedure, screening will be conducted at the universities chosen by the applicant.

Please kindly note that universities may reject the applicant's application when the required documents, or the submitted research plan is not accepted by the universities.

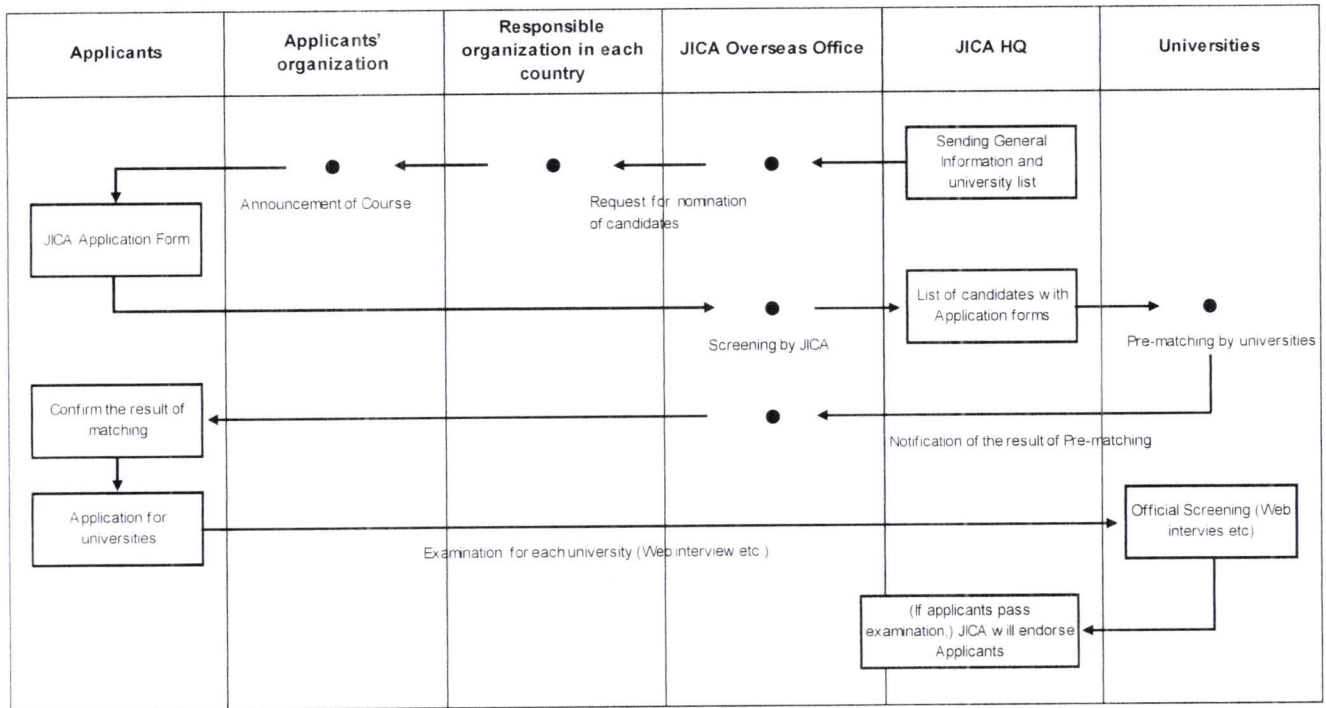
Candidate applicants must follow each university's application procedure after the screening. If the applicants withdraw their applications after their official applications to the universities, applicants must inform their withdrawal to the university by letter.

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<sup>6</sup> Once a candidate applicant passes the first screening by JICA overseas office, they may request for reimbursement of his/her application fee for IELTS/TOEFL. Please contact the JICA overseas office in charge of your country.

<sup>7</sup> If the candidate applicant passes the university entrance examination, a health certificate of JICA format will be required. Without the certificate, admission may become rejected.

<sup>8</sup> The Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan.



**(4) Points to be Noted regarding Procedures**

- 1) Universities which set early application deadline do not take the Pre-application matching process. See the two types of application submission schedules for screening below 10. Schedule.
- 2) Fees for English proficiency test or other necessary fees for preparation of application documents can be reimbursed only within the same Japanese fiscal year (from 1<sup>st</sup> April to 31<sup>st</sup> March of the next year) when the general entrance examinations are taken. Details of the reimbursement vary by each area and should be consulted with the nearest JICA overseas office of each candidate.

**10. Schedule**

Universities <u>Without Pre-application matching Process</u>		Universities <u>With Pre-application matching Process</u>	
By the Beginning of September, 2023	Nomination of candidate applicants in respective organizations	By the Beginning of September, 2023	Nomination of candidate applicants in respective organizations
	Selection of candidate applicants by responsible organization in each country		Selection of candidate applicants by responsible organization in each country

By the Beginning of November 2023	"Application Documents" must be submitted to JICA overseas office in charge of the country of applicants.	By the Beginning of November 2023	"Application Documents" must be submitted to JICA overseas office in charge of the country of applicants.
November, 2023	Screening by JICA	November - December, 2023	Screening by JICA
<b>[No Pre-application Matching Process conducted but apply for the general entrance examination directly to the university]</b>			Pre-application Matching Process by university
		By the end of January, 2023	Notification of the results of Pre-application Matching Process from each university through JICA overseas office
November - January, 2024	Application to take University's general entrance examination by the applicant	February - June(approximately), 2024	Application to take University's general entrance examination by the applicant
	University's application procedure *General entrance examination schedule is followed by each university		University's application procedure *General entrance examination schedule is followed by each university
February - March, 2024	Arrival of results of general entrance examination from the university	June - July, 2024	Arrival of results of general entrance examination from the university
	Determination of JICA KCCP (Long-term) participants		Determination of JICA KCCP (Long-term) participants
June - August, 2024	Preparation for study in Japan if candidate applicant is determined as a KCCP (Long-term) participant	June - August, 2024	Preparation for study in Japan if candidate applicant is determined as a KCCP (Long-term) participant
August-October, 2024	Orientation by JICA overseas office before departure	August-October, 2024	Orientation by JICA overseas office before departure
	Arrival in Japan		Arrival in Japan
	Orientation by JICA Domestic Offices		Orientation by JICA Domestic Offices
	Beginning of Fall 2024 Term		Beginning of Fall 2024 Term

\*Schedule for the application period for the general entrance examination depends on each university.

\*Schedule and program contents might be adjusted appropriately due to unforeseen circumstances.

## 11. Expenses To Be Borne By JICA

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

Expense category	Payment amount	Payment frequency
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Tuition ( examination fees, entrance fees, course fees)	Actual costs	According to the request from universities
Living Allowance	JPY 117,000–148,000 per month*	Every month via university
Airfare	Actual costs	Upon arrival in Japan and upon returning home
Outfit Allowance**	JPY103,750~106,000 円	Once (upon arrival in Japan)
Moving Allowance***	Up to JPY164,000-224,000	Once (during the training period)**
Research Support Expenses****	Actual costs (up to JPY360,000 per year)	
Medical care for participants who become ill after arriving in Japan (the costs related to pre-existing illness, pregnancy, or dental treatment are NOT included).	In accordance with the provisions of the medical insurance	

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

\*\*Once, after opening bank account in Japan. As it takes several weeks to have the bank account opened, it is strongly recommended to bring cash for personal expenses during the period.

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

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

## 12. Expenses Not To Be Borne By JICA

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

- (1) Passport fees (for re-issuance and extensions, etc.)
- (2) Visa fees of a transit country and transportation expenses to obtain Visa
- (3) Transportation expenses to obtain Japanese Visa
- (4) Domestic travel expenses at the applicant's home country
- (5) Departure tax
- (6) Airport tax/airport facility charges outside of Japan, including third countries
- (7) Customs duty
- (8) Excess baggage charges
- (9) Compensation for lost and/or damaged baggage
- (10) "No show charge" to the transit airport hotel (non-refundable)
- (11) Lost - ticket fee
- (12) Accommodation fee for day-use hotel in return flight

- (13) Transportation expenses other than official programs
- (14) Telephone bill or mini-bar tab at accommodation
- (15) Medical costs related to pre-existing illness, pregnancy, or dental treatment
- (16) Medical cost related to the same illness over 180 days
- (17) National Health Insurance fee

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

### **13. Conditions for Participation**

The accepted applicants/participants of KCCP are required

- (1) to understand that participants must physically come to Japan to participate in this program at the date designated by JICA,
- (2) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants on their own,
- (3) not to change course subjects or extend the course period,
- (4) to understand that inviting participant's family members is not recommended before their stay in Japan has passed more than 6 months,
- (5) to return to their home country on the designated flight by JICA, when they finish the program/course or when it is deemed impossible to finish the program within the program period, or when the participant is not successful on the regular course examination,
- (6) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
- (7) to enroll and complete JICA-DSP online courses, when you receive JICA's instructions to do so.
- (8) to observe the rules and regulations of the program implementing partners to provide the program or establishments, ("Plagiarism" especially is taken severely by enrolling university, regardless of whether it is direct plagiarism or self-plagiarism and participants may be subjected to disciplinary action such as suspension),
- (9) not to engage in political activities, or any form of employment for profit,
- (10) to discontinue the program, should the participant violate Japanese laws or JICA's regulations, or commit illegal or immoral conduct, or become critically ill or seriously injured and be considered unable to continue the course. The participants shall be responsible for paying any cost for treatment of the said health conditions except for the medical care expenses described in the table of "11. Expenses To be borne by JICA,"
- (11) to return the total amount or a part of the expenditure for KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (12) not to drive a car or motorbike, regardless of an international driving license possessed,
- (13) to observe the rules and regulations at the place of the participants' accommodation,
- (14) to refund allowances or other benefits paid by JICA in the case of a change in schedule,

- (15) to accept that the Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan,
- (16) to submit a Health Certificate in JICA format at the participant's expense. The certificate must be the results of health check-up taken after the participant receive an acceptance notice from JICA),
- (17) to accept to submit a second Health Certificate in JICA format if the participant will not be able to arrive within 6 months from the date of his/her first medical examination. The cost of the Health Certificate will be borne by the participant.
- (18) to be in good health to participate in the program. In order to reduce the risk of worsening symptoms associated with respiratory tract infection, please be honest when consulting the doctor for your Health Certificate,
- (19) not to be receiving nor plan to receive another scholarship during the program,
- (20) to understand not to make other applications for different JICA training courses at the same time, and
- (21) to understand that the maximum duration of "Overseas research" and "Temporary Leave (leaving Japan for private purpose)" is 60 days, in principle.
- (22) to accept to take tuberculosis related inspections organized by JICA after arriving in Japan and to submit the results to JICA and university.



***CORRESPONDENCE***

For enquiries and further information, please contact your nearest JICA office.