



## บันทึกข้อความ

ส่วนราชการ สน.พส. (สวท.)

โทร. 0-2241-9000 ต่อ 2212

ที่ มท 0810.4/ว 1778

วันที่ 21 สิงหาคม 2551

เรื่อง ทุนการศึกษาาระดับปริญญาโท ณ ประเทศญี่ปุ่น ตามโครงการ Young Leaders' Program ประจำปี 2552

เรียน ผู้บริหารหน่วยงานในสังกัด สด.

ด้วยสถานเอกอัครราชทูตญี่ปุ่นประจำประเทศไทย ได้แจ้ง สด. เพื่อพิจารณาดำเนินการคัดเลือกข้าราชการที่มีคุณสมบัติเหมาะสมสมัครขอรับทุนการศึกษาในหลักสูตร Local Government ตามโครงการ Young Leader' Program Scholarship (YLP) ของกระทรวงการศึกษา วัฒนธรรม กีฬา วิทยาศาสตร์ และเทคโนโลยี แห่งประเทศญี่ปุ่น (Monbukagakusho : MEXT) ประจำปีการศึกษา 2552 ซึ่งสามารถสรุปรายละเอียดได้ดังนี้

1) ทุนการศึกษาระดับปริญญาโท สาขาการปกครองท้องถิ่น (Local Government Course) โดยจะทำการศึกษา ณ National Graduate Institute for Policy Studies (GRIPS) ประเทศญี่ปุ่น จัดการศึกษาเป็น ภาษาอังกฤษ เป็นระยะเวลา 1 ปี ( ตุลาคม 2552 – กันยายน 2553 )

2) ผู้สมัครจะต้องมีคุณสมบัติดังนี้

- มีอายุราชการครบ 3 ปี ในวันที่ 30 กันยายน 2552
- เป็นข้าราชการซึ่งปฏิบัติงานเกี่ยวกับการบริหารงานท้องถิ่น และมีศักยภาพที่จะเป็นผู้นำ

ในอนาคต

- อายุไม่เกิน 40 ปี นับถึงวันที่ 1 ตุลาคม 2552 (เกิดหลังวันที่ 2 ตุลาคม 2512)
- สำเร็จการศึกษาระดับปริญญาตรี โดยมีผลการเรียนอยู่ในระดับดี
- มีผลคะแนนทดสอบภาษาอังกฤษ TOEFL โดยมีคะแนน 550 ( สอบแบบปกติ)

หรือ 213 (สอบแบบคอมพิวเตอร์) 79 (สอบแบบอินเตอร์เน็ต) หรือเทียบเท่า

- มีสุขภาพแข็งแรงสมบูรณ์

ในขณะนี้ ได้เปิดรับสมัครแล้ว สำหรับผู้ที่สนใจสามารถติดต่อขอทราบรายละเอียดเพิ่มเติม และรับสมัครได้ที่ส่วนวิชาการและวิเทศสัมพันธ์ สน.พส. โทร. 0-2241-9000 ต่อ 2212 และจะปิดรับสมัคร ในวันพุธที่ 17 กันยายน 2551

จึงเรียนมาเพื่อทราบและประชาสัมพันธ์ให้ข้าราชการในสังกัดของท่านทราบด้วย

(นายสมพร ใบบางหาง)  
อธิบดีกรมส่งเสริมการปกครองท้องถิ่น



## บันทึกข้อความ

ส่วนราชการ กรมส่งเสริมการปกครองท้องถิ่น (สน.พส. (สวท.)) โทร. 0-2241-9000 ต่อ 2212

ที่ มท 0810.4/ว 1777

วันที่ 21 สิงหาคม 2551

เรื่อง ทุนการศึกษาาระดับปริญญาโท ณ ประเทศญี่ปุ่น ตามโครงการ Young Leaders' Program ประจำปี 2552

เรียน ท้องถิ่นจังหวัด ทุกจังหวัด

ด้วยสถานเอกอัครราชทูตญี่ปุ่นประจำประเทศไทย ได้แจ้ง สอ. เพื่อพิจารณาดำเนินการคัดเลือกข้าราชการที่มีคุณสมบัติเหมาะสมสมัครขอรับทุนการศึกษาในหลักสูตร Local Government ตามโครงการ Young Leader' Program Scholarship (YLP) ของกระทรวงการศึกษา วัฒนธรรม กีฬา วิทยาศาสตร์ และเทคโนโลยี แห่งประเทศญี่ปุ่น (Monbukagakusho : MEXT) ประจำปีการศึกษา 2552 ซึ่งสามารถสรุปรายละเอียดได้ดังนี้

1) ทุนการศึกษาระดับปริญญาโท สาขาการปกครองท้องถิ่น (Local Government Course)

โดยจะทำการศึกษา ณ National Graduate Institute for Policy Studies (GRIPS) ประเทศญี่ปุ่น จัดการศึกษาเป็นภาษาอังกฤษ เป็นระยะเวลา 1 ปี ( ตุลาคม 2552 – กันยายน 2553 )

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ในขณะนี้ ได้เปิดรับสมัครแล้ว สำหรับผู้ที่สนใจสามารถติดต่อขอทราบรายละเอียดเพิ่มเติม และรับสมัครได้ที่ส่วนวิชาการและวิเทศสัมพันธ์ สน.พส. โทร. 0-2241-9000 ต่อ 2212 และจะปิดรับสมัคร ในวันพุธที่ 17 กันยายน 2551

จึงเรียนมาเพื่อทราบและประชาสัมพันธ์ให้ข้าราชการในสังกัดของท่านทราบด้วย

(นายสมพร ไร่บางยาง)

อธิบดีกรมส่งเสริมการปกครองท้องถิ่น

**กำหนดการคัดเลือกผู้สมัครรับทุนการศึกษา**  
**ตามโครงการ Young Leaders' Program Scholarship ประจำปี 2552**

กำหนดการ	การดำเนินการ
19 ส.ค. – 17 ก.ย. 2551	เปิดรับสมัครข้าราชการกรมส่งเสริมการปกครองท้องถิ่นที่มีความสนใจและคุณสมบัติตามที่กำหนด
25 ก.ย. 2551	คณะกรรมการฯ ดำเนินการคัดเลือกผู้ที่มีคุณสมบัติและมีศักยภาพ พร้อมทั้งทำการทดสอบความรู้ทางด้านภาษาอังกฤษ แบบอัตนัย
6 ต.ค. 2551	คณะกรรมการฯ เสนอชื่อผู้ได้รับ คัดเลือก พร้อมความเห็นต่อ อสถ. เพื่อโปรดพิจารณาเสนอชื่อในขั้นสุดท้าย

**หมายเหตุ** กำหนดการดังกล่าวอาจมีการเปลี่ยนแปลงในภายหลัง ซึ่งสำนักพัฒนาและส่งเสริมการบริหารงานท้องถิ่น ส่วนวิชาการและวิเทศสัมพันธ์ จะแจ้งให้ทราบเมื่อมีการเปลี่ยนแปลงไปยังผู้สมัคร โดยตรง

## APPLICATION FOR JAPANESE GOVERNMENT (MONBUKAGAKUSHO·MEXT) SCHOLARSHIP

## 日本政府（文部科学省）奨学金留学生申請書

Young Leaders' Program Student for 2009 (School of Local Governance)  
(ヤング・リーダーズ・プログラム留学生) (地方行政コース)

## INSTRUCTIONS (記入上の注意)

1. The application must be typewritten if possible, or neatly handwritten in block letters. (明瞭に記入すること。)
2. Numbers should be in Arabic figures. (数字は算用数字を用いること。)
3. Year should be written in the Anno Domini system. (年号はすべて西暦とすること。)
4. Proper nouns should be written in full, and not be abbreviated. (固有名詞はすべて正式な名称とし、一切省略しないこと。)

※ Personal data entered in this application will only be used for scholarship selection purposes, and contact information such as e-mail addresses will only be used for forming related human networks after the student returns home and for sending of information by the Japanese Government. (本申請書に記載された個人情報については、本奨学金の選考のために使用するほかは、特にE-mail アドレス等の連絡先については、帰国後における関係者のネットワークを作ること、及び必要に応じ日本政府より各種情報を送信する以外には使用しない。)

1. Name in full (姓名) \_\_\_\_\_ (Sex)  
 in native language (自国語) (Family Name) (First Name) (Middle Name) ☐ Male (男)  
 In Roman block capitals (Family Name) (First Name) (Middle Name) ☐ Female (女)  
 (ローマ字) (Family Name) (First Name) (Middle Name) (Marital Status)  
☐ Single (未婚)  
☐ Married (既婚)

2. Nationality

(国 籍) \_\_\_\_\_

3. Date of Birth (生年月日)

19 \_\_\_\_\_  
 Year (年) Month (月) Day (日) Age (年齢) : as of October 1, 2009 .

Paste your photograph taken  
within the past 6 months.  
Write your name and nationality  
in block letters on the back of the  
photo.

(写真 (6 × 4 cm))

4. Present Position (現職)

Present Position

Division/Section

Organization

Phone

Fax

E-mail

5. Present Home Address (現住所)

Address

Phone

Fax

E-mail

6. Field of Study Specialized in the past: Be as detailed and concrete as possible.

(過去に専攻した専門分野 (できるだけ具体的に詳細に書くこと。))

7. Educational Background (学歴)

		Name and Location of School (学校名及び所在地)	Year and Month of Entrance and Completion (入学及び卒業年月)	Period of Schooling Attended (修学年数)	Diploma or Degree Awarded, Major Subject (学位・資格, 専攻科目)
Elementary Education (初等教育)		Name (学校名)	From (入学)	yrs (年)	
Elementary School (小学校)		Location: City, Country (所在地: 都市、国)	To (卒業)	and mons (月)	
Secondary Education (中等教育)	Lower Secondary School (中学)	Name (学校名)	From (入学)	yrs (年)	
		Location: City, Country (所在地: 都市、国)	To (卒業)	and mons (月)	
	Upper Secondary School (高校)	Name (学校名)	From (入学)	yrs (年)	
		Location: City, Country (所在地: 都市、国)	To (卒業)	and mons (月)	
Higher Education (高等教育)	Undergraduate Level (大学)	Name (学校名)	From (入学)	yrs (年)	
		Location: City, Country (所在地: 都市、国)	To (卒業)	and mons (月)	
	Graduate Level (大学院)	Name (学校名)	From (入学)	yrs (年)	
		Location: City, Country (所在地: 都市、国)	To (卒業)	and mons (月)	
Total Years of Schooling Mentioned above (以上を通算した全学校教育修学年数)			yrs (年)		

\*If the blank spaces above are not sufficient for information required, please attach a separate sheet.

((注) 上欄に書ききれない場合には、適当な別紙に記入して添付すること。)

8. Past Employment Record (previous two positions) (職歴：過去の役職から2つ記入すること)

Name and Location of Organization (勤務先及び所在地)	Division/Section (部署名)	Position (役職名)	Type of Work (職務内容)	Period of Employment (勤務期間)
Present Position: To be shown in the former page				From  To
				From  To
				From  To

9. State the titles or subjects of books or papers (including graduation thesis authored by applicant), if any, with the name and address of publisher and the date of publication: Summary of the papers should be accompanied.

(著書、論文(卒業論文を含む。))があればその題名、出版社名、出版年月日、出版場所を記入し、又、論文の概要を添付すること。)

10. Extracurricular and Regional Activities (課外活動又は地域社会での活動)

Extracurricular and Regional Activities (課外活動又は地域社会での活動)	Period (期間)

11. English Proficiency: Report your score of TOEFL or IELTS. (英語能力：TOEFL 又は IELTS のスコアを記入すること。)

Score of TOEFL  
(TOEFL のスコア)

Score of IELTS  
(IELTS のスコア)

(iBT/CBT/PBT)

or

12. Accompanying Dependents : Provide the following information if you plan to bring any family members to Japan.

(同伴家族欄 (日本に同伴する予定の家族がいる場合に記入すること。))

\* All expenses incurred by the presence of dependents must be paid by the grantee.

(注) なお同伴者に必要な経費はすべて留学生の負担である。

Name (氏 名)	Relationship (続 柄)	Age (年 齢)

13. Is there anyone in your family who has been awarded or is applying for the MEXT Scholarship? If yes, please state below.

(家族の中に国費外国人留学生に採用されている者、もしくは申請中の者があるか。もし、あるならば、下欄に記入すること。)

Name: \_\_\_\_\_ (awarded/applying)

(氏名) \_\_\_\_\_ (採用/申請中)

Relationship:

(本人との関係) \_\_\_\_\_

14. Have you been awarded the MEXT Scholarship in the past? If yes, please state below.

(過去に国費外国人留学生に採用されたことがあるか。もし、あるならば、下欄に記入すること。)

Period:

(期間) \_\_\_\_\_

University:

(大学) \_\_\_\_\_

15. Person to be notified in applicant's home country, in case of emergency:

(緊急の際の母国の連絡先)

i) Name in Full:

(氏名) \_\_\_\_\_

ii) Address

(住所) \_\_\_\_\_

Phone

Fax

E-mail

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

iii) Occupation:

(職 業) \_\_\_\_\_

iv) Relationship:

(本人との関係) \_\_\_\_\_

I understand and accept all the matters stated in the Application for Japanese Government (MONBUKAGAKUSHO:MEXT) Scholarship for 2009, and hereby apply for this scholarship.

(私は 2009 年度日本政府 (文部科学省) 奨学金留学生募集要項に記載されている事項をすべて了解して申請します。)

Date of Application:

(申請年月日) \_\_\_\_\_

Applicant's Signature:

(申請者署名) \_\_\_\_\_

Applicant's Name

(in Roman block capitals):

(申請者氏名) \_\_\_\_\_

**JAPANESE GOVERNMENT (MONBUKAGAKUSHO: MEXT) SCHOLARSHIP FOR 2009  
YOUNG LEADERS' PROGRAM (YLP) STUDENT (SCHOOL OF LOCAL GOVERNANCE)**

**I OUTLINE**

**1. Objectives**

The Young Leaders' Program (YLP) aims at fostering future national leaders in Asian and other countries. In addition, while deepening the participants' understanding about Japan, it should help form a network among national leaders, contributing to the establishment of friendly relationships and improved policy planning activities among Asian and other countries, including Japan.

The YLP is one of the Japanese Government (Monbukagakusho: MEXT\*) Scholarship Student systems.

\*MEXT= The Ministry of Education, Culture, Sports, Science and Technology

**2. Eligible Countries and Participants**

Participants are selected from the countries listed below. They should be young public administrators and government officials who are expected to play active roles as future leaders in their respective countries.

**Eligible Countries:**

P. R. China, Indonesia, Malaysia, the Philippines, Thailand, Vietnam, Laos, Myanmar, Cambodia, Mongolia, Kazakhstan, Uzbekistan, India, Pakistan, Hungary, Czech, Poland, Romania, (18 Countries)

**3. Host University**

National Graduate Institute for Policy Studies (GRIPS)

**4. Number of Students**

Approximately 10 students

**5. Recruitment and Selection**

**(1) Method of Recruitment**

Recruitment will be conducted through the recommending authorities of each eligible country. Please ask the Japanese Embassy for further information.

**(2) Selection Procedure**

- a. First screening by the recommending authorities
- b. Second screening by GRIPS
- c. Final screening by the YLP committee organized by MEXT

**6. Curriculum (Please also refer to the "Curriculum Guidelines" on pages 5 and 6.)**

**(1) Basic Concepts**

The curriculum is designed for training young leaders, who are seeking to take advantage of Japan's experiences of interaction with both Western and Asian countries and also to establish a human network through various activities, such as special lectures, colloquium, research paper, workshops, etc.

**(2) Course Duration and Qualification**

Course duration is one year, resulting in the conferring of a Master's Degree in Public Administration/Public Policy by GRIPS.

**(3) Language**

All lectures are conducted in English.

**7. Commencement of the Program**

October 2009



## II INFORMATION FOR APPLICANTS

MEXT will offer scholarships to foreign students who wish to study at GRIPS as YLP students in local governance for the academic year 2009 under the MEXT Scholarship Program. The conditions are as follows:

### 1. Field of Study

Local Governance

### 2. Qualifications

- (1) Nationality: Applicants must be nationals of countries eligible for the YLP (School of Local Governance).
- (2) Age: Applicants must be, in principle, under 40 years old as of 1 October 2009 (i.e. born on or after 2 October 1969).
- (3) Academic Background: Applicants must hold a Bachelor's degree or equivalent from a recognized/accredited university or college, and have shown excellent academic performance.
- (4) Work Experience: At least 3 years of work experience in public administration (preferably 5 years or more).
- (5) English Proficiency: A minimum TOEFL-iBT score of 79 (TOEFL-CBT score of 213, TOEFL-PBT score of 550) or equivalent.
- (6) Health: Applicants must be in good health.
- (7) Others:
  - a. Military personnel and military civilian employees registered on the active list are excluded.
  - b. The grants may be cancelled if grantees fail to arrive in Japan by the appointed date.
  - c. Applicants already enrolled in a Japanese university are not eligible to apply for admission.

### 3. Term of Scholarship

One year from October 2009 to September 2010

### 4. Scholarship Benefits

- (1) Allowance: 258,000 yen per month (in FY 2008. The amount is subject to change.) will be given to each grantee during the term of the scholarship. If a grantee is absent from the university for a long time, the scholarship will not be provided.
- (2) Travel Allowance:
  - a. Transportation to Japan: The grantee will be provided with an economy class air ticket from the international airport nearest to his/her home address to New Tokyo International Airport according to the flight schedule designated by MEXT.
  - b. Transportation from Japan: The grantee who returns to his/her home country within the fixed period after the expiration of the scholarship will be provided, upon application, with an economy class air ticket from New Tokyo International Airport to the international airport nearest to his/her home address. Such expenses as inland transportation from his/her home address to the international airport, airport tax and special taxes on the travel will NOT be provided (The address in the country of the grantee's nationality stated in the application is in principle considered as the "home address").
    - \* Any aviation and accident insurance to and from Japan should be contracted by the grantee.
  - c. Transportation for Research: The expense will be provided within the budget.
- (3) Tuition Fees: Grantees will be exempted from fees for the entrance examination, matriculation and tuition.
- (4) Accommodations:
  - a. The International Student Houses of the Japan Student Services Organization (JASSO):

If the grantees so desire, they may reside at the accommodation provided in the Tokyo International Exchange Center operated by JASSO and the other international student house. However, some of these facilities may not be able to accommodate all the grantees, due to the limitation of the number of rooms available.
  - b. Private Boarding Houses or Apartment Houses:

Those who are not able to find accommodation in the above facilities will have to take private boarding houses or apartments recommended by the Student Office of GRIPS.

(5) Grantees may receive subvention for part of the medical expenses in Japan.

## 5. Selection

- (1) First screening will be conducted by the recommending authorities in applicant's home country.
- (2) Second screening by means of an interview and a review of the submitted documents will be conducted by GRIPS. If it is difficult to hold an interview in the applicant's home country, an interview may be conducted by telephone or webcam.
- (3) The list of those who have been selected by GRIPS will be submitted to the YLP committee organized by MEXT for the final approval.

## 6. Education at GRIPS

All lectures and practical training are conducted in English.

## 7. Application Procedure

Applicants must submit the following documents to their recommending authorities by the designated date.  
(The submitted documents will not be returned.)

	Item	Number of Originals	Number of Photocopies	Remarks
(1)	Application for Admission	1	4	prescribed form
(2)	Photographs	5	—	6 x 4 cm, taken within the past 6 months, should be affixed to each of the 5 application forms
(3)	Official transcripts or official copies of transcripts from all undergraduate and graduate schools previously attended	1	4	An official copy means a certified true copy of the original document with an official seal obtained from the administration office of the school attended. Copies attested by organizations/persons not having notary/legal functions will not be accepted.
(4)	Recommendation Letter from the recommending authority	1	4	
(5)	Recommendation Letter from the applicant's direct superior at work	1	4	Prescribed form
	Recommendation Letter from the applicant's superior at work or the supervising professor of the university	1	4	
(6)	Certificate of Health	1	4	prescribed form, to be issued by the medical institution designated by Japanese Embassy, all items, must be completed, all comments must be written in English in block letters
(7)	Official copies of diplomas or degree certificates from all undergraduate and graduate schools previously attended	1	4	An official copy means a certified true copy of the original document with an official seal obtained from the administration office of the school attended. Copies attested by organizations/persons not having notary/legal functions will not be accepted.
(8)	Essay explaining applicant's aspirations and future plans after completion of the program	1	4	a 3-page essay describing the applicant's reason/motivation for applying, his/her future plan and expectations from this program as well as his/her future career goals
(9)	Copy of the Passport	—	5	any of these
	Family Register	1	4	
	Certificate of Citizenship	1	4	
(10)	English Proficiency Certificate	—	5	TOEFL or other equivalent test score. Native speakers of English (applicants from the Philippines) are exempted from this requirement.
(11)	Answer to the Essay Questions	1	4	

**\*Attention**

- a. Sizes of all documents must be uniform (297 x 210 mm A4 size), and all forms must be typewritten if possible, or neatly handwritten in block letters.
- b. Documents must be written in English. Attach a certified English translation if not written in English.
- c. Application documents will not be accepted if they are not fully and correctly completed or if they lack necessary documents.

**8. Notes**

- (1) For more detailed information on the YLP scholarship program, please ask the appropriate office at the Japanese Embassy in each eligible country.
- (2) A grantee will be deprived of the scholarship in any of the following cases:
  - a. A false statement has been made on the application documents.
  - b. Violation of any article of the pledge to Monbukagaku-daijin (Japanese Minister of Education, Culture, Sport, Science and Technology) has occurred.
  - c. A grantee has been subjected to disciplinary action by GRIPS or has no expectancy for academic achievement.
  - d. The request from the government and/or other state institutions of the grantee's home country.
- (3) Before coming to Japan, it is advisable to learn basic Japanese for daily life and to have some information on the Japanese climate, customs and manners, student life at GRIPS, etc.
- (4) It is highly recommended for grantees to bring approximately US\$1,500 or equivalent to cover immediate needs upon arrival in Japan.

**Young Leaders' Program (School of Local Governance)**  
**Curriculum Guidelines**

**I Basic Concepts**

1. Each subject will deal with theories based not only on the experiences of the so called modern Western World, but also on those concerned with the historical experiences of Japan and other non-Western countries. While analyzing the commonalities of the process of modernization and its various possibilities, the courses pursue the issue of finding the most desirable method of modernization for each country. (Comparative Approach)
2. Through modernization, our thoughts and ideas undergo a deep transformation. However, the curriculum will not be concerned with modern ideas alone, but also incorporate the basic premises of the classical civilizations and the ideas of great thinkers. (Emphasis on liberal arts education aiming at self-relativization and critical thinking)
3. Going beyond instruction related to skills and knowledge, the curriculum will put emphasis on the fostering of students' own ideas, of identifying problems and on developing the ability to finding their own solutions. (Emphasis on discussion and self-study)
4. Through encounters with leading figures from all areas (including other promising young students), the curriculum aims to create human networks and further understanding about Japan.
5. As decentralization progresses with the economic development of the country, demand for local governance and local government capable of responding to various regional issues such as education, health, welfare and local development rises. This program aims to nurture leaders and core personnel for local governance in their respective countries by equipping them with advanced theory on local governance and practice in Japan.

**II Students**

The course is designed for young public administrators and government officials, who are expected to play active roles as future leaders for local governance in Asia and Central Europe.

**III Courses**

**1. Required Courses**

- Local Governance in the Changing World
- Local Government System
- Local Government Finance
- Introduction to Japan

**2. Elective Required Courses (at least 2 Courses)**

- Economic Development of Japan
- International Relations
- Japan in Comparative Perspectives
- Global Governance, Leadership & Negotiation
- Introductory Microeconomics
- Microeconomics I

**3. Recommended Courses**

- Development Economics
- Government and Market
- Innovation, Sustainability and Uncertainty
- Japanese Development Cooperation
- Japanese Financial System

- Japan's ODA
- Macroeconomics 1
- Politics and Development
- Public Economics
- Social Movement Theory
- Social Science Questions and Methodologies
- Trade Policy and International Economy

#### 4. Colloquium

This course will provide an opportunity to listen to and have discussions with young leaders in the government and excellencies in various fields on a variety of topics. The colloquia will be organized five times in each of the fall and spring terms.

#### 5. Research Paper

Students will write a research paper on their own topic concerning local governance, with a comparative view between his/her country and another such as Japan. They will be instructed in their writing by their designated advisors.

#### 6. Workshop

Workshops including a field trip on local governance in Japan will be conducted twice in association with other universities, central government ministries and local governments.

#### 7. Other Educational Activities

##### Japanese Language Class:

All lectures are conducted in English, so it is not necessary for the students to master Japanese. However, Japanese language courses will be offered to those students who would like to further their knowledge of the Japanese language and culture.

To get information about GRIPS, please make an access to the website: <http://www.grips.ac.jp/>

**GUIDANCE  
FOR  
JAPANESE GOVERNMENT (MONBUKAGAKUSHO: MEXT) SCHOLARSHIP FOR 2009  
YOUNG LEADERS' PROGRAM (YLP) STUDENT**

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## I INFORMATION CONCERNING THE RECRUITMENT OF STUDENTS

### 1 Number of Participants

There are five different courses available to students, and each course will accept from 10 to 20 students at the maximum, and for a total of 70 students in a program.

### 2 Matters to be Attended for Eligibility and Application

a Applicants must have graduated a university with excellent grades and be eligible to study in Japan for one year.

b Applicants must meet all qualifications stated in the entrance requirements. Please observe the requirements strictly.

c **The number of students we allow into this program is kept down to a minimum. All candidates for this program will be evaluated relatively. Therefore, candidates who meet all qualifications still might not be selected (It is also possible that none of the candidates from your institution will be selected.). Take this point into consideration when recommending candidates.**

d Some students in the past gave up studying in the middle of the program due to mental and physical problems. Please take into consideration the fact that the environment of Japan might be different from that of the applicants home country. Therefore, the applicants medical examination records and records of previous illness must be carefully reviewed.

e Remember that the number of participants and treatment of the students could differ from this document due to Japanese financial difficulties.

f Military personnel and military civilian employees registered on the active list are excluded from participation.

### 3 Notice Period and Method

Each institution can decide how to notify students about recruitment for this Scholarship. However, recruitment must be done in an effective way in order to guarantee that outstanding students are selected.

### 4 Acceptance of Application Forms

Applicants must observe the application period strictly and submit the necessary number of documents (including copies of documents.). It must be verified whether or not all applications are completed fully and correctly and if they lack any necessary documents. Students will be asked to make corrections on their application if problems are found. After corrections are made, the forms will, once again, be accepted. The following matters concerning acceptance need to be considered;

(1) The language used and the attached translation

**Documents must be written in English. Attach an English translation if they are written in another language.**

(2) Applications

a Each year's prescribed forms must be used to apply. Fill out the forms clearly (especially applicants name) and put each application form and all other necessary documents in an envelope which is designated by MEXT.

b Academic Record In the spaces designated for:

- 1) elementary education
- 2) secondary education
- 3) higher education

Please write the names of the schools or institutions that you attended which correspond to the Japanese education system of:

- 1) elementary school
- 2) junior/senior school
- 3) undergraduate/graduate university

\* Caution: Write the exact number of years which the applicant was enrolled in each institution. If an applicant skipped a year in any schools or institution, it must be mentioned.

(3) Reasons for applying and future plans

The essay concerning the applicants reason for applying as well as future plan after the completion of YLP must be explained concretely and specifically within three pages or so.

(4) Transcript of last attended institution

A transcript of all credited courses taken every year in the students undergraduate or graduate university is necessary (Neither a certificate of degree nor a diploma showing what ranking the student received when the applicant graduated will be considered as a transcript. The system of grading/evaluation should be clearly written out on the transcript.).

(5) Certificate of graduation (Attach an English translation)

Any of the following can be submitted: A certificate of graduation of the last attended institution, a certificate of university entrance qualification (For example a certificate showing you took the High School Equivalency Exam) and a certificate of degree (can be a copy of diploma).

(6) Medical certificate

Students must use the designated form and fill out (or have the doctor fill out) all that is required. Recommending institutions must assign medical institutions for the physical examination. Regarding previous illness, for example tuberculosis, mental disease, etc., please pay attention to the fact that some students become sick after coming to Japan even though they didn't state any problems beforehand. Consider this point carefully when recommending institutions interview applicants. If candidates are disabled and need special care, it must be mentioned in the recommendation letter.

(7) Incomplete application forms

Application forms which are not completed fully and correctly or that are lacking necessary documents will not be accepted.

If applicants cannot get the necessary documents because of their countries condition: certificates confirmed by the issuing authority, the government in their home country, or Embassy of Japan can be used instead.

## **5 Conditions for Recruitment**

Applicants must follow all application requirements. Personal exceptions will not be admitted.

## **6 Applicants Staying in Japan**

Applicants residing in their own country have first priority. However, if a student is already staying in Japan for some reason (except for those studying in Japan privately) and wishes to apply to this program, the applicant can be included if the recommending institution decides to choose the applicant as a candidate.

## **7 Applicant Who Has Already Been to Japan**

Applicants who have been to Japan and caused problems in the past should not be recommended as candidates.

# **II SELECTION OUTLINE**

The candidates who will be recommended to MEXT through Embassy of Japan and the Japanese Ministry of Foreign Affairs should be selected by the following method;

## **1 Method of Screening**

Each recommending institution can choose the candidates freely but must examine accurately each applicants English ability, personality, reasons for applying, etc.

## **2 Criteria for Selection**

Candidates must meet the following criteria along with the required qualifications.

- a Candidates must have excellent grades and have the ability to study in their desired field.
- b Candidates must be physically and mentally healthy.



(The students who had developed mental problems, malaria, tuberculosis, diabetes, hepatitis, etc., after coming to Japan have usually suffered from the same disease in the past. Please take this into consideration.)

- c Candidates must have a verifiable identity.
- d Candidates must be able to easily adapt to a new environment.
- e Candidates must have a rich international cultural understanding.
- f Candidates must not have Japanese nationality.
- g Candidates must not be military personnel or military civilian employees.

Do not recommend students who meet the following criteria;

- Students who are already enrolled in a Japanese university privately.
- Students who will obviously have difficulty in continuing their studies for a certain period of time after coming to Japan (For example, those who have to do military service, those who are pregnant, etc.).

### III RECOMMENDATION OUTLINE

Applicants personality, learning ability, eagerness to study in Japan and learn Japanese, experience of studying abroad, etc., should be written in the recommendation letter in detail by each recommending institution.

Recommending institutions must submit all the necessary documents to MEXT through Embassy of Japan and the Japanese Ministry of Foreign Affairs.

The following is a list of the necessary documents;

Necessary Documents		Number of Sets
Application for Admission (Prescribed Forms)		1 Original and 4 Photocopies (Except Photographs)
Photographs (taken within the past 6 months, 6 x 4 cm, the upper half of the body, the front side, no hats)		5 Pictures (Paste on Each Application )
Transcript (of All Years) of the Institution Last Attended		1 Original and 4 Photocopies
Recommendation Letters	One Written by the Recommending Authority	1 Original and 4 Photocopies
	One Written by the Employer or from the Supervising Professor of the University the Applicant Attended	1 Original and 4 Photocopies
Medical Certificate		1 Original and 4 Photocopies
Certificate of the University Last Attended or a Copy of the Applicants Diploma		5 Photocopies
An Essay Explaining the Applicant's Reason for Applying and Future Plans after the Completion of YLP		1 Original and 4 Photocopies
Report of Theme and Background for the Preparation of Research Paper (Only Applicable to the Law Course)		1 Original and 4 Photocopies

A Copy of: Family Register, Passport, or Certificate of Citizenship	5 Photocopies
English Proficiency Certificate	5 Photocopies
Score of GMAT or Certificate of Equivalent Examination (Only Applicable to the Business Administration Course)	5 Photocopies
Reply to the Essay Questionnaire (Only Applicable to the School of Government, the Business Administration, Law, Local Government and Medical Administration Course)	1 Original and 4 Photocopies

**\* Caution:**

- 1 These documents must be written in English or attach an English translation.
- 2 Insert all necessary documents of the application forms with photographs. Use one envelope designated by MEXT for each candidate. Insert copies of the proof certificate with the original copies of necessary documents in one application form.

**Deadline of recommendation**

**The candidates must be recommended by the date specified by MEXT which will be informed to Embassy of Japan.**

Submit all the necessary documents for every candidate at once as a final recommendation. If the final recommendation is delayed (for example a lack of necessary documents), the applicant might not be selected.

## **IV SELECTION AND ANNOUNCEMENT OF RESULT**

### **1 The First Screening**

The candidates who are recommended by each recommending institution are selected by the accepting institution. The selection will be based on the submitted documents and an interview will be held in the home country. If a person to person interview is impossible, it will be conducted by telephone. Accepting institutions will recommend candidates to the YLP committee established in MEXT, based on the results of the first selection.

### **2 The Second Screening**

The YLP committee conducts the second selection.

### **3 Announcement of Results**

The result of the second selection will be notified to each recommending institution through Embassy of Japan and the Japanese Ministry of Foreign Affairs.

### **4 No Change of Assigned University**

A change of the assigned university will not be permitted. This must be explained in the result notification and during the orientation to all candidates.

### **5 Waiting List**

When the number of successful candidates is less than the fixed number because of declination etc., it is possible to select from fill-in successful candidates who were beforehand selected at the second screening of the YLP committee.

However, please note that the YLP committee will not choose any more candidates as alternates after the second screening.

## V PROCEDURES AFTER SELECTION

Many cases have occurred which selected students caused several problems after coming to Japan because of the lack of procedure knowledge or misunderstandings. Consider the following points:

### 1 Visa

Japanese Government Scholarship student must obtain a visa of College Student in their own country based on the instruction of the Minister of Foreign Affairs.

### 2 Airline Ticket

(1) An economy-class air ticket with the appointed date and airline company (from the nearest international airport from the students residence to the New Tokyo International Airport, Nagoya Airport, Kansai International Airport or Fukuoka Airport) is granted through Embassy of Japan. A change in the departing airport due to a change of address will not be permitted.

(2) The airline ticket sent by MEXT has a fixed date and flight number. Visiting relatives or friends, sightseeing, research or visits for study, etc., on the way to Japan is not permitted.

(3) The departure date and flight is fixed due to the hotels at a stopover location, flight transfer circumstances, arrival procedures, and residency arrangements.. Therefore, changes of the ticket date made by the applicant in the home country will not be permitted.

(4) The airline ticket sent by MEXT to the grantee cannot be transferred to another person, nor can it be exchanged for money. Furthermore, MEXT is only responsible to supplying grantees with an airline ticket and will not pay for costs associated with excess baggages, airport taxes or insurance fees.

(5) A ticket will only be provided for the grantee. Family members or so who will accompany the grantee to Japan will not receive any funding.

### 3 Changes in the Date of Departure

(1) The flight fee will not be covered for any grantee who wishes to come before the designated date by MEXT without permission from the Ministry. There will be no refund after arrival. In such case the grantee will not be considered as a student of this program. **Therefore, if students do come before the appointed date, the traveling arrangements, the entrance procedures and the living arrangements after arrival (all necessary procedures) will be the grantees responsibility.**

(2) Departure date and flight changes will not be accepted. However, if any change is required due to personal illness, contact MEXT through Embassy of Japan. In such a case, the grantee must wait the MEXT's contact after all procedures including residence, etc., are fully prepared. In Japan, all courses will begin right after the arrival date. In case of any arrival delay, the applicants acceptance to this program might be revoked.

(3) If the travel agency demands payment for the difference of flight fee due to any departure or flight changes and if the grantee paid at the moment of departure, no refund will be given after arrival. Therefore, when any changes occur, always contact Japan to find out the necessary procedures before departure.

### 4 Withdrawal or Revocation of Acceptance

(1) If a grantee cannot arrive within the designated arrival period, it will be a great hindrance to the grantees education at the university as well as the research program. Therefore, the acceptance to this program will be revoked.

(2) If a grantee withdraws from the program after receiving the airline ticket, MEXT will collect it through the travel agency.

(3) **If recommending institutions send many grantees who withdraw from this program or return to their home country due to personal reasons in the middle of the program, the institutions participation itself will be reconsidered. Therefore, when recommending**

applicants, make sure applicants will not withdraw from this program for any reason.

#### **5 Students Accompanied by Family Members**

(1) If a grantee wishes to be accompanied by their spouse or any family member, they must contact MEXT through Embassy of Japan before departure. When the spouse will come together with the grantee, it must be informed that there will be no increase of the scholarship and traveling fee.

(2) All entrance procedures for the spouse will be completely different from the those of the grantee. Therefore, make sure to obtain a visa for the spouse before departure.

#### **6 Guidance before Departure Date**

(1) All grantees studying abroad should research their foreign universities (partner university) education system. Grantees should also learn basic Japanese language necessary for daily life, Japanese climate and culture before departure.

(2) All grantees studying abroad should prepare appropriately \$1,500 US for living expenses for the time being.

(3) If any personal problems occur after arrival, such matters should always be discussed with their supervising professors first and then the Foreign Exchange Office at the university should be contacted to.

(4) Recently, there are many students who return to their home country without permission. Some must return due to mental problems. A thorough interview and instruction before departure is very important to prevent this from happening. However, if this happens due to an accident while studying abroad, contacts are made to family members of the student and appropriate authorities in their home country based on the directions from Japan. All problems will be dealt with by having a close contact between Japan and the home country. All conditions and results concerning such matters should be reported.

(5) If there are any questions concerning the study abroad program, contact Embassy of Japan or the institution that is responsible to the advertisement division of Japanese study abroad programs. Please refer to the information written below:

**INFORMATION CENTER,  
JAPAN STUDENT SERVICES ORGANIZATION  
(NIHON GAKUSEI SHIEN KIKO)**

2-79, Aomi, Koto-ku, Tokyo 135-8630, JAPAN

PHONE: +81-3-5520-6131      <http://www.jasso.go.jp/>

The JASSO provides a general complimentary pamphlet "Student Guide to Japan."

## VI YEAR-LONG SCHEDULE

### 2008

Early June.	Sending of Application Forms
By Oct.31th	Recommendation of Candidates by Recommending Institution, Documents to be Submitted
Early Nov.	The First Screening by Accepting Institutions

### 2009

Feb.	The Second Screening (Conducted by the YLP Committee in MEXT)
March.	Announcement of Results
Aug.-Sept.	Airline Tickets to be Sent
Sept.-Oct.	Students Come to Japan

\* Caution: This schedule is preliminary. Detailed schedules will be announced separately through the Japanese Ministry of Foreign Affairs and Embassy of Japan.