

**The Project for Human Resource Development Scholarship (JDS)  
For Doctoral Degree Program  
Application Guidelines for 2025 Fellows  
(Selection process during JFY2024)**

**Important notice:**

**One (1) original set of application documents must be submitted to JDS Project Office,**

**One (1) copy set must be submitted to the respective controlling authority.**

**For details please refer to 8. Application Procedures.**

## 1. Purpose (Basic Principle)

This project aims at fostering future leaders with a good -understanding of Japan and are capable of;

- 1) Making policy formulation and decision from a broader perspective by drawing on their advanced knowledge and expertise,
- 2) Leading international discourses on various policy issues on behalf of their countries, and
- 3) Exercising their positive influence within their countries and beyond from the global viewpoints by fully utilizing personal networks developed through this doctoral program,

**Prospective Applicants must have the potential for becoming future leaders rather than academic researchers who can substantially influence policy affairs,**

## 2. Eligibility Requirements and Conditions

### 【Eligibility Requirements】

**The applicant must;**

1. Have a citizenship of Bangladesh
2. Be a **JDS Returned Fellow (who completed a Master's course under JDS)**
3. Be **under the age of 45** as of April 1<sup>st</sup>, 2025 (Preferable under 40-year-old)
4. **Have returned to and worked at the target organization for at least 2 years** after completion of Master's course under JDS
5. **Belong to the Target Organizations of JDS Project in Bangladesh (BCS Cadre, Bangladesh judicial service, and Bangladesh Bank.)**
6. Receive a recommendation from the supervisor of his/her current duty office. (Reference Letter should contain evaluation of applicant's performance at work and relevance of his/her research theme to his/her career.)
7. Have a recommendation from the expected academic adviser(s) of the applying university (Submission of a draft academic guidance outline or a supervisory plan is desirable.)
8. In principle, **have published at least one peer-reviewed article/ paper or has a prospect for publication of a peer-reviewed article/ paper\*** in a related field of the research plan.

\* The following applicants are included under the requirement:

Have published at least one peer-reviewed article/paper or have a prospect for publication **(has a paper under peer-review)** or have a concrete plan for publication in an academic journal in collaboration with his/her intended faculty supervisor.

9. Not have obtained any Doctoral degree overseas under other foreign government scholarship programs.

or obtained Doctoral degree under deputation or study leave.

10. Not be currently awarded or to be awarded a scholarship from other foreign donors

### **【Other Conditions】**

#### **The applicant must;**

1. In principle, enroll in the same graduate school of the university where he or she obtained a Master's degree as a JDS Fellow.  
※If there is no suitable academic supervisor in the same university, the applicant may apply to another university. In that case, please submit a letter briefly explaining why you selected that graduate school/university.
2. Present a research proposal relevant to the development Issues of their country referred to in the framework of Sub-Programs and Components as mentioned below.

Sub-Program (Priority Area)	Component (Development Issue)
1. Administrative Capacity Development	1. Enhancement of Capacity for Public Administration both in Central & Field Level
	2. Development of Capacity for Judiciary System and Policy
	3. Enhancement of Capacity for Urban and Regional Development Planning and Policy
	4. Enhancement of Capacity for Economics Planning and Policy, and Public Finance & Investment Management

3. Have fulfilled the work obligation stipulated in the JDS contract / JDS pledge letter, e.g. A JDS Fellow must work in his/her country at least two (2) years after return.
4. Be in good health both physically and mentally.
5. Complete the course within, and not exceeding, three (3) years. **However, if it is judged that the Doctoral degree is likely to be obtained, the extension up to 6 months will be accepted.**

### **3. Application and Selection Process**

Call for application and selection will be conducted as below. The procedures may be revised for the next year and thereafter.

#### **1. Application Period: 9<sup>th</sup> September, 2024 to 31<sup>st</sup> October 2024**

Announcement and promotion will be made to the JDS Returned Fellows.

Slot (number of the seat) for JDS Doctoral Program 2024 is **three (3)**.

#### **2. Selection by JDS Operating Committee (O/C): February 2024**

After the Basic Check of applications, the interviewers appointed by the O/C will conduct the interview.

In case where the total number of applications is more than nine (triple of the number of slots), document screening by the O/C will be conducted before the interview.

#### **3. Approval of the Candidates by JDS Operating Committee: February 2025**

The number of the final candidates must not exceed the maximum number of slots.

#### **4. Health check-up and IELTS exam (in case the successful candidate does not have valid score) : December to January 2025**

#### **5. Application to the University : from March 2025**

## 6. Screening by the University: from Mar 2025 to July 2025

Each university will conduct its entrance examination for the candidate(s). Each universities has their own evaluation criteria, and some universities require an interview or a written test in Japan. (In such case, JDS will support the candidates for the travel cost to Japan)

## 7. Notification of Screening Result by the University: July, 2025

## 8. Announcement of Successful Candidates by the Operating Committee: July, 2025

### 【Tentative Schedule from Application to Enrollment】

2024	2025				
Spt. - Oct	Dec 2024. - Feb	Mar. –Jun.	Mar. – July.	Aug.	Sep. or Oct.
Call for Application	Selection by O/C	Application for the University	Screening by the University	Arrival in Japan	Enrollment in the University

\*O/C=JDS Operating Committee

## 4. Selection (Evaluation) Criteria by O/C

The JDS Operating Committee will evaluate and select candidates based on the following criteria:

- Leadership Qualifications and Possibility of Strengthening bilateral relations with Japan
  - Track records of demonstrating leadership
  - Accomplishments and visions to contribute to the development of the country
  - Enthusiasm for future development and growth of the country
  - Achievements at work (e.g. work history, contributions, utilization of outcomes of JDS),
  - Consistency between the career up to the present and the research theme/future vision in terms of contribution to the policy making and implementation
  - Concrete plans to contribute to bilateral relations with Japan
  - Positive and cooperative attitude towards strengthening relations with Japan
- Relevance of the Research Theme to the Development Issues of the Target Country

Prospect of the achievement of their research towards improvement of the development issues in their country, etc.
- Academic Transcripts and Academic Accomplishments in the Master's Course

Sufficient academic results, experiences of publishing peer reviewed papers, experiences of presenting at academic conferences/seminars, etc.
- Readiness of the Accepting University

Availability of the recommendation letter, evaluation by the expected academic advisor/s, and academic guidance outline, etc.

## 5. Award Benefits

1. Amount for each allowance is equivalent to that of JDS Master's program.
2. Round-trip airfare to Japan and other

## 6. Expenses Paid to the Accepting University

Application fee, admission fee, tuition fee, and travel costs for the academic advisor/s visiting Fellow's country to assist his or her research will be borne by the JDS Project.

## 7. Support for the Fellows while in Japan

Support services for the Fellows in Doctoral courses will be equivalent to those for Master's courses. JICE will provide post-arrival support services including settlement assistance, monitoring, payment of allowances, and emergency assistance.

## 8. Application Procedures

### 1. Application Documents:

Applicants are required to submit a set of necessary documents in the following manner.

#### 1) List of Application Documents

Doc No.	Application Documents	Remarks	Required number to be submitted	
			To JICE	Through Controlling Authority
			Original/ Attested copy	Copy
1	Application Form – with Photo (H4cm X W3cm) (Use designated form)	<ul style="list-style-type: none"> <li>➤ Attach a photo (taken within the past 3 months) to the 1st page of each of the 3 sets.</li> <li>➤ Affix your signature on the lower right-hand corner of EACH PAGE.</li> </ul>	1	1
2	Official certificate of English ability	<ul style="list-style-type: none"> <li>➤ Submit a grade certificate from an English Language Ability Test such as TOEFL or IELTS. (Photocopies are acceptable).</li> <li>*Only the Test taken in the two-year period preceding the application deadline is acceptable</li> <li>**If you do not have such test result, please consult with JICE JDS Office.</li> </ul>	1	1
3	Official Transcript of Records of Master's degree course	<ul style="list-style-type: none"> <li>➤ Must contain grades for all the credits earned</li> <li>➤ 2 notarized copies of the original</li> <li>➤ Written in English. If not, with notarized translation</li> </ul>	1	1
4	University Certificate/Diploma (Master's degree)		1	1
5	Professional Reference Letter (Use designated form) - employment	<ul style="list-style-type: none"> <li>➤ Must be filled out by the current supervisor</li> <li>➤ Must be written in English. If not, with notarized translation</li> </ul>	<b>JICE will directly contact your supervisor</b>	

6	Academic Reference Letter (Use designated from) - academic	<ul style="list-style-type: none"> <li>➤ Must be filled out by the expected academic advisor of the applying university</li> <li>➤ Must be attached a copy of a peer-reviewed Article / Paper</li> <li>➤ <b>Must be directly submitted from the supervisor to JICE JDS Office via e-mail.</b></li> </ul>	1	
7	Copy of Passport	➤ Identification pages only.	1	1
8	Certificate of working history after completion of JDS Master from concerned Ministry/ Organization	PDS (Personal Data Sheet), or proscribed form from JICE.	1	1
9	Questionnaire on Health Condition	<ul style="list-style-type: none"> <li>➤ Your answer to the questionnaire on Health Condition</li> <li>➤ To best accommodate you in every part of the program</li> <li>➤ The information will remain strictly confidential</li> <li>➤ It is irrelevant to the selection result</li> </ul>	1	

## 2) Notes

- Two (2) sets of Application Documents are required. To prepare the sets, you need to distinguish three types of documents. (Original / Certified True Copy / Copy of Original)
- All documents written in the language other than English need notarized English translation. (Self-translation is not acceptable.)
- Use only **A4** size paper for all Copy Sets.
- Do not staple the documents but clip on them.
- Submit a "Letter of Explanation" in case wrong information (e.g. wrong spelling of name, birthday, etc) is contained in official documents due to administrative errors.
- Make your own extra copy of the Application Documents before submission.

## 3) Submission of Application Documents

### ■ Notes

- Application lacking necessary documents will not be accepted.
- Application submitted after the deadline will not be accepted.
- Application will be disqualified in case any deliberate falsifications or forgeries found in the documents.
- Application Documents will not be returned for any reasons.

■ **Deadline for Applications**

Deadline for Application: **5:00PM 31<sup>st</sup> October (Thu), 2024** to JICE JDS Project Office in Bangladesh.

**9. Contacts**

**JICE JDS Project Office in Bangladesh**

L-261, The Pan Pacific Sonargaon Hotel 107 Kazi Nazrul Islam Avenue, Dhaka-1215,  
Bangladesh

TEL: 02-5502-8008, 02-2222-40400 (ext. 4261/4973)

Office Hour: 9:00-12:30 / 13:30-17:00, Sunday to Thursday