



JICA (TR) - 018/2022

April 17, 2022

Muhammad Ashraf Ali Faruk
Additional Secretary
Japan Branch
Economic Relations Division (ERD)
Ministry of Finance
Sher-e-Bangla Nagar
Dhaka-1207

DS
J-23
24/4/22

Subject: JICA Knowledge Co-Creation Program Long Term Participants for 'SDGs Global Leader' (JFY2021), Special Batch for "One-year Master's Program, International Public Policy Program (IPPP), Graduate School of International Relations (GSIR), International University of Japan (IUJ)"

Dear Mr. Muhammad Ashraf Ali Faruk,

1. Announcement of Issue-focused Training Course

We are pleased to inform you about the above mentioned course scheduled to be held in Japan JFY 2022. We are enclosing the Overview Information as well as "Guidelines of Application Form for the JICA Knowledge Co-Creation Program" on this course for your information and further necessary action.

2. Recommendation of JICA Bangladesh Office

This training course is designed for the BCS Cadre government officials who are involved in policy research and analysis and who are expected to contribute policy formulation or its implementation for tackling SDG issues.

The participant is expected to serve the same/similar position for a significant period of time after completion of the training.

3. Application

1 (One) seat may be allocated for Bangladesh for this training. We request you to send 2 (Two) applications (one principal and one alternative) by 12 May, 2022 in accordance with the selection criteria/qualification described in the chapter III, section 2 of G.I. as attached. Please pass the above information to concerned departments of your government and request them to send Application Form to ERD. We request ERD to forward us the application forms of 2 (Two) applications (one principal and one alternative) from the received applications.

Documents to be submitted

1) **Application Form:**

Application Form is attached for your reference. Please download it from the following link and **type in** as handwriting is not permitted.

http://www.jica.go.jp/bangladesh/english/activities/pdf/appform_general.doc

(Important Notice)

The name of the applicant in the Application Form must be same with the one that appears in his/her passport. JICA will issue air tickets based on the writings of the Application Form. If there are discrepancies between the air tickets and the passport, airlines may not allow him/her to embark.

2) **Photocopy of the Passport:**

If the applicant already has a passport please submit us the copy of identification page.

3) **Nominee's English Score Sheet:**

The applicant may attach any official documents of his/her English language ability (e.g., TOEFL, TOEIC, IELTS) to the Application Form.

4) **Medical History and Examination Questionnaire**

5) **Questionnaire on Previous Japanese Visa Application and Travel History**

6) **Gender Consideration:**

JICA is promoting Gender equality. Women are encouraged to apply for the program.

4. Selection Procedures

JICA Bangladesh Office will conduct a basic screening of applications to confirm whether the applicant fulfills all the application requirements mentioned in 3. Application above. The screening would include a short interview with the applicant in English. If the applicant satisfies the requirements, JICA Bangladesh Office will forward the application to JICAHQ and university for final selection. Therefore, nomination by the respective Department/ Ministry does not automatically guarantee the acceptance to the training course from your country.

May we also inform you that you may contact Ms. Sultana Mostaina Akter, Sr. Program Assistant of JICA Bangladesh (MostainaakterSultana.BD@jica.go.jp) if you have any query.

Sincerely yours,



Takashi Komori
Senior Representative
JICA Bangladesh Office

Attachment:

- G.I. Overview Information on SDGs Global Leader (JFY 2022)
- Guidelines of Application Form for the JICA Knowledge Co-Creation Program
- Program Information of Graduate School of International Relations (GSIR), International University of Japan (IUJ)

Copy for information & necessary action:

1. Secretary, Ministry of Public Administration

JICA Knowledge Co-Creation Program for Long Term Participants

General Information on SDGs Global Leader

One-year Master's Program: International Public Policy Program (IPPP),
Graduate School of International Relations(GSIR),
International University of Japan (IUJ)

JFY2022

国別研修
「SDGs グローバルリーダー (2022 年度)」

This information pertains to one of the Japan International Cooperation Agency (JICA)'s Knowledge Co-Creation Program (Long-Term). This handout gives information on the overview of the program. This program will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both governments.

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

1. Overview

Until now, JICA has provided training programs as a part of technical cooperation in various fields. In order to strengthen a network among the target countries in respective fields, JICA

established a new long-term training program to foster young/middle bureaucrats, academicians and leading human resources in various fields of target countries who will make influence on policy making processes of their countries or will contribute to socioeconomic development in near future.

SDGs Global Leader is newly established in JFY 2019 to promote cooperation for sustainable development in the world, under the framework of JICA Development Studies Program (JICA-DSP).

The course will provide participants with special program on Japanese developmental experience and internships if necessary, in addition to obtaining Master's or PhD. degree.

2. Objectives

1. To develop high level human resources who would contribute to appropriate policy decision and its implementation for tackling political and developmental issues in respective fields.
2. To establish and maintain mid and long term good relations between the target countries and Japan.

3. Course Outline

The course consists of the acceptance of scholars from 97 countries including 9 countries from Southeast Asia, 14 countries from Pacific region, 6 countries from South Asia, 6 countries from East and Central Asia, 32 countries from Latin America, 3 country from Middle East and Europe, 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
Latin America	Dominican Republic, El Salvador, Honduras, Mexico, Panama, Antigua and Barbuda, Bahama, Barbados, 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, Nicaragua, Cuba, Belize, Costa Rica, Jamaica, Haiti, Argentine, Bolivia, Brazil, Chile, Colombia, Ecuador, Paraguay, Peru, Uruguay
Middle East and Europe	Iran, Serbia, North Macedonia

Africa	49 Sub-Saharan African countries (Applicants from African countries should refer “General Information for All Applicants on A: Master’s Degree and Internship Program of African Business Education Initiative for Youth and B: SDGs Global Leadership Program FY2020”)
--------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

This Overview Information shows information related to long-term courses including master’s degree course, Ph.D. course, and combined Master’s and Ph.D. course¹.

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. Detailed information on these partner universities will be provided separately. For this General Information, the candidate applicants can apply only to One-year Master’s Program: International Public Policy Program (IPPP), Graduate School of International Relations (GSIR), International University of Japan (IUJ). Please also see “8. Importance/Admissions” below.

Proposed research topics will be the one that contribute to the Government policy for the sustainable development (Example: Administration/public policy, finance, international politics/diplomacy, regional research, business, international trade/investment, disaster risk reduction, maritime issues etc.)

In addition to the programs in the master’s and Ph.D. courses, the activities such as short-term program (e.g. Understanding the Japanese Development Experience²), and/or internship program will be planned in order to enrich the participants’ academic and personal experience of their courses of studies at the universities.

It is recommended to participate internship program 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 Program and 3 years for Ph.D. Program (It depends on each program offered by universities)³. For this General Information, 1 year Master’s Program only. Please also see “8. Importance/Admissions” below.

¹ Bachelor’s degree course are also offered specially for Pacific countries.
² 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 in their home countries and internationally.
³ The preparatory period as a research student or credited auditor prior to the regular student up to 6months may be added.

5. Number of Participants

	JFY2021	JFY2022	JFY2023	Total
Southeast Asia	33	43	43	119
Pacific	30	30	30	90
South Asia	5	5	5	15
Central and East Asia	7	7	7	21
Latin and Caribbean	10	10	10	30
Middle East and Europe	3	3	3	9
Sub-Saharan Africa	(Applicants from African countries should refer "General Information for All Applicants on A: Master's Degree and Internship Program of African Business Education Initiative for Youth and B: SDGs Global Leadership Program FY2020")			

* The number for JFY 2022 and 2023 will be updated.

6. Language to be used in this Program

English

7. Eligibility

Candidate applicants must satisfy the following requirements:

1. Current Duties: Young or middle Government official, prospective academics, 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: Less than forty (40) years old in principle (As of April 1st 2022)
4. Educational Background: Hold a Bachelor's Degree or Master's Degree
5. Language: Adequate English skills both in written and oral communication to complete the master's and/or Ph.D. courses such as;
TOEFL iBT: 80
IELTS: 6.5
6. Others: Candidate applicants must not be receiving nor planning to receive another scholarship during the program.

8. Importance/Admissions

Participants can apply only to One-year Master's Program: International Public Policy Program (IPPP), Graduate School of International Relations (GSIR), International University of Japan (IUJ).

Participants must pass University's usual admission procedures including examinations to

enter the participants' desired master's degree program.

9. Application Guidelines

Candidate applicants must apply through the procedure as below.

It is necessary for both participant's Government and the Government of Japan for the Official Development Assistance.

(1) Procedures and Required Documents for Application:

Each participant is required to submit the "Application documents" listed in (2) below to JICA overseas office in charge of the applicants' country. Please refer to the Appendix 2&3 for the guideline and format.

(2) Application Documents

1) Application materials check list (Appendix-2)

2) JICA Application Form for Knowledge Co-Creation Program (Appendix-3)

consists of:

- Personal Information
- Education Background
- Work Experiences
- Consent for joining this program from current employer /organization

3) Application Form for SDGs Global Leader for FY2021-2023 (Appendix-5) consists of:

- Declaration of desired University placement
- Research Plan
- Career Plan

4) Graduation certificate.

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

5) Academic transcript

- * Must contain all the grades earned in the university
- * Officially certified copies of the original
- * Written in English or accompanied with official translation

6) Photocopy of certificate of English Test⁴

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

8) 2 ID photos (4cm × 3cm) pasted on application form (Original and copy)

9) Health certificate (To be submitted later⁵)

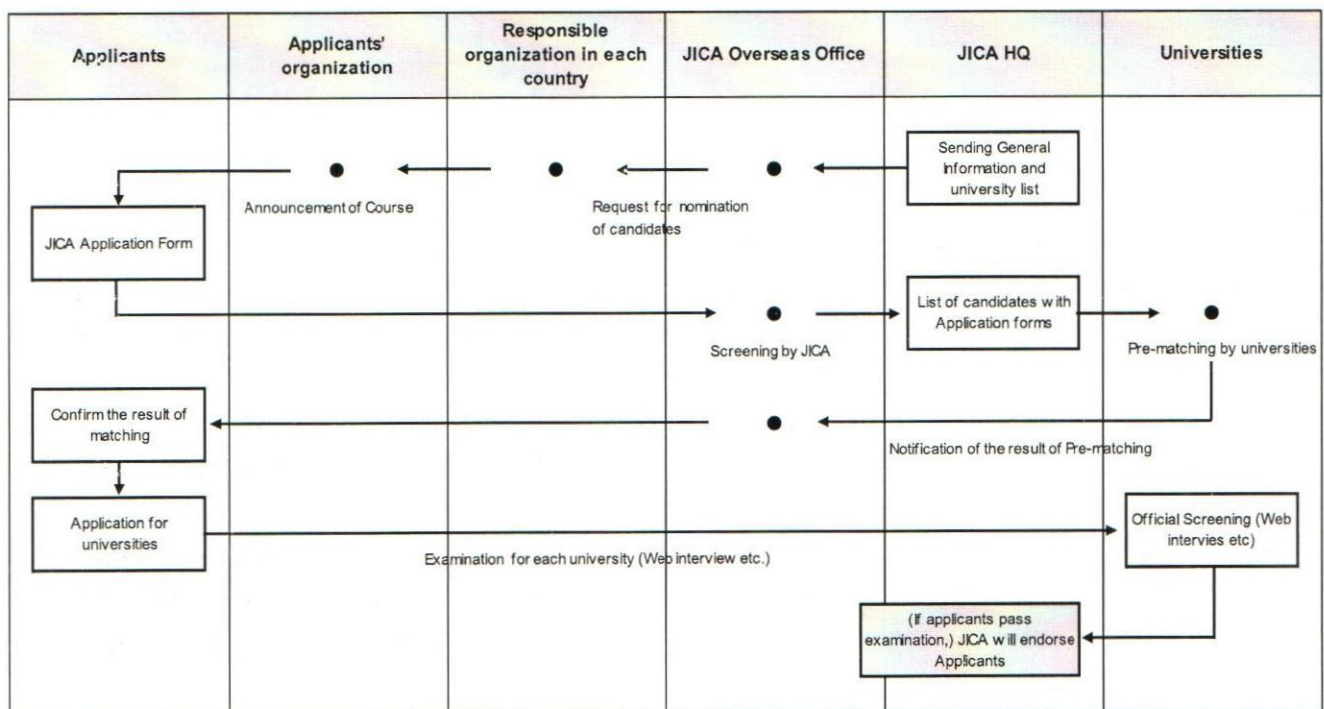
⁴ Once candidate applicants passed the first screening by JICA overseas office, they may request for reimbursement of application fee for IELTS/TOEFL. Please contact to JICA overseas office in charge of your country.

⁵ If candidate applicants pass the examination, Health certificate with JICA format will be required. Without the certificate, admission might be rejected.

Based on the above documents, Candidate applicants are nominated and approved by each country's government, and then approved by JICA. After this procedure, screening will be conducted at the proposed universities. The result will be informed to candidate applicants.

Please kindly note that university might reject candidate applicants due to lack of the above required documents, or your research plan may not be accepted by proposed universities.

Candidate applicants must follow each university's application procedure after the screening. If applicants withdraw their application after their official application for universities, applicants must send a letter to the universities.



10. Schedule

Date	Process
By the middle of April , 2022	Nomination of candidate applicants in respective organizations
	Selection of candidate applicants by responsible organization in each country
	“Application Documents” must be submitted to JICA overseas office in charge of the country of applicants.
From the middle of	Screening by JICA

April to May, 2022	
By the end of May, 2022	JICA will send all necessary documents to IOJ.
June July(approximately), 2022	Preparation for University's application by the applicant
	University's application procedure *Examination schedule is followed by each university
August, 2022	Preparation for study in Japan if candidate applicants pass examination
September, 2022	Orientation by JICA overseas office before departure
	Arrival in Japan
	Orientation by JICA Domestic Offices
	Beginning of Term

*Schedule for the application and examination depends on each university (some university courses start from April).

*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 for the program. 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 training 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 143,000–148,000 per month*	Every month via university
Airfare	Actual costs	Upon arrival in Japan and upon returning home
Outfit Allowance	JPY106,000	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 360,000	

	per year)	
--	-----------	--

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

**Only if you move to an accommodation facility that requires extra payment other than monthly rent

*** Research Support Expenses are allowed to be provided via your university and be disbursed with the approval of your 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 in the 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

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