



Ruj.: KKM.500/3/4/9 Jld.35 (8)  
Tarikh: 9 November 2023

**Semua Pengarah Kesihatan Negeri  
Jabatan Kesihatan Negeri  
Kementerian Kesihatan Malaysia**

YBhg. Datuk/ Dato'/ Dr./ Tuan/Puan,

**HEBAHAN PELAWAAN PENAJAAN JICA KNOWLEDGE CO-CREATION PROGRAM  
FOR LONG TERM PARTICIPANTS – HUMAN RESOURCES DEVELOPMENT FOR  
GREEN TRANSFORMATION (ENERGY POLICY)**

Dengan segala hormatnya saya merujuk kepada perkara di atas.

2. Untuk makluman YBhg Datuk/ Dato'/ Dr./ Tuan/Puan, Japan International Cooperation Agency (JICA) telah membuka permohonan biasiswa di bawah **JICA Knowledge Co-Creation Program for Long Term Participants – Human Resources Development For Green Transformation (Energy Policy)** kepada pegawai kumpulan Pengurusan dan Profesional (P&P) untuk mengikuti pengajian di **National Graduate Institute for Policy Studies (GRIPS), Jepun**. Penajaan ini merangkumi tiga (3) kursus pengajian iaitu:

- (i) Master Program of Public Policy (MR1 – 1 year)
- (ii) Master Program of Public Policy (MP2 – 2 year)
- (iii) Doctoral Degree in Science, Technology & Innovation Policy (STI – 3 year)

3. Sehubungan itu, pihak YBhg. Datuk/ Dato'/ Dr./ Tuan/Puan dipelawa untuk mengemukakan pencalonan daripada pegawai Kumpulan Pengurusan dan Profesional (P&P) yang bersesuaian dan memenuhi syarat seperti yang ditetapkan. Walau bagaimanapun, pemilihan akhir peserta yang menyertai program ini adalah tertakluk kepada saringan lanjut oleh JPA dan pihak penganjur. Maklumat lanjut adalah sebagaimana lampiran yang dilampirkan serta melalui portal **[bmipenajaan.jpa.gov.my](http://bmipenajaan.jpa.gov.my)**.

4. Pegawai yang berminat dan berkelayakan dikehendaki melengkapkan borang permohonan secara atas talian melalui pautan **[bmipenajaan.jpa.gov.my](http://bmipenajaan.jpa.gov.my)** bermula **3 November hingga 17 November 2023**. Borang permohonan yang telah lengkap diisi hendaklah dimuat turun, dicetak dan ditandatangani oleh pegawai sebelum dikemukakan kepada Ketua Jabatan masing-masing untuk pengesahan dan perakuan khususnya



berkaitan maklumat perkhidmatan pegawai. Pegawai bertanggungjawab untuk memastikan semua maklumat yang diberikan adalah betul dan lengkap dan mematuhi syarat-syarat yang ditetapkan seperti di dalam surat hebahan ini.

5. Ketua Jabatan adalah dinasihatkan supaya membuat semakan dengan teliti dan memberi sepenuh perhatian kepada syarat-syarat yang ditetapkan. Sehubungan itu, adalah menjadi tanggungjawab Ketua Jabatan untuk memperakukan pegawai-pegawai yang sesuai serta memenuhi syarat-syarat yang ditetapkan sahaja. Ketua Jabatan adalah dinasihatkan supaya membuat semakan ke atas buku perkhidmatan pegawai sebelum pengesahan dan perakuan untuk memastikan ketepatan maklumat perkhidmatan pegawai yang diperlukan.

6. Sehubungan itu, permohonan **perlu diterima oleh pihak BPL KKM sebelum atau pada 17 November 2023 (Jumaat)** dan dikemukakan terus kepada alamat di bawah:

Unit Latihan Dalam Perkhidmatan 1 (Program Kepakaran 2)  
Cawangan Operasi Latihan  
Bahagian Pengurusan Latihan, KKM  
Aras 6, Menara Prisma, No 26, Persiaran Perdana, Presint 3  
62675 PUTRAJAYA  
**(u.p.: Puan Nur Irmawarni binti Mohamad)**

7. Setiap permohonan yang dikemukakan perlu mematuhi tarikh tutup yang ditetapkan oleh pihak Kementerian Kesihatan Malaysia seperti di atas dan perincian maklumat adalah seperti di **Lampiran 1. Permohonan yang lewat diterima tidak akan dipertimbangkan.**

8. Kerjasama YBhg. Tan Sri / Datuk / Dato' / Datin / Tuan/ Puan adalah dipohon untuk memaklumkan tawaran ini kepada semua pegawai yang berminat dan berkelayakkan di Jabatan YBhg. Tan Sri / Datuk / Dato' / Datin / Tuan/ Puan.

Sekian, terima kasih.

**"MALAYSIA MADANI"**

**"BERKHIDMAT UNTUK NEGARA"**

Saya yang menalankan amanah,

  
**(AZLAN BIN AHMAD)**

Bahagian Pengurusan Latihan  
b.p.: Ketua Setiausaha  
Kementerian Kesihatan Malaysia

**s.k.**

1. Ketua Setiausaha  
Kementerian Kesihatan Malaysia
2. Ketua Pengarah Kesihatan  
Kementerian Kesihatan Malaysia
3. Timbalan Ketua Setiausaha (Kewangan)  
Kementerian Kesihatan Malaysia
4. Timbalan Ketua Setiausaha (Pengurusan)  
Kementerian Kesihatan Malaysia
5. Timbalan Ketua Pengarah Kesihatan (Kesihatan Awam)  
Kementerian Kesihatan Malaysia
6. Timbalan Ketua Pengarah Kesihatan (Sokongan & Teknikal)  
Kementerian Kesihatan Malaysia

**SENARAI EDARAN**  
**IBU PEJABAT KEMENTERIAN KESIHATAN MALAYSIA (IPKKM)**

1. Pengarah Kanan  
Bahagian Kesihatan Pergigian  
Kementerian Kesihatan Malaysia
2. Pengarah Kanan  
Bahagian Perkhidmatan Farmasi  
Kementerian Kesihatan Malaysia
3. Pengarah Kanan  
Bahagian Keselamatan dan Kualiti Makanan  
Kementerian Kesihatan Malaysia
4. Setiausaha Bahagian Kanan  
Bahagian Pembangunan  
Kementerian Kesihatan Malaysia
5. Setiausaha Bahagian  
Bahagian Sumber Manusia  
Kementerian Kesihatan Malaysia
6. Setiausaha Bahagian  
Bahagian Pengurusan Maklumat  
Kementerian Kesihatan Malaysia
7. Setiausaha Bahagian  
Bahagian Dasar dan Hubungan Antarabangsa  
Kementerian Kesihatan Malaysia
8. Setiausaha Bahagian  
Bahagian Pengurusan Latihan  
Kementerian Kesihatan Malaysia
9. Setiausaha Bahagian  
Bahagian Pembangunan Kompetensi  
Kementerian Kesihatan Malaysia

10. Setiausaha Bahagian  
Bahagian Khidmat Pengurusan  
Kementerian Kesihatan Malaysia
11. Setiausaha Bahagian  
Bahagian Kewangan  
Kementerian Kesihatan Malaysia
12. Setiausaha Bahagian  
Bahagian Perolehan & Penswataan  
Kementerian Kesihatan Malaysia
13. Setiausaha Bahagian  
Bahagian Akaun  
Kementerian Kesihatan Malaysia
14. Setiausaha Bahagian  
Bahagian Sains Kesihatan Bersekutu  
Kementerian Kesihatan Malaysia
15. Pengarah  
Bahagian Kejururawatan  
Kementerian Kesihatan Malaysia
16. Penasihat Undang-Undang  
Pejabat Penasihat Undang-Undang  
Kementerian Kesihatan Malaysia
17. Ketua Audit Dalam  
Cawangan Audit Dalam  
Kementerian Kesihatan Malaysia
18. Ketua Unit  
Unit Komunikasi Koperat  
Kementerian Kesihatan Malaysia

**SENARAI EDARAN**  
**JABATAN KESIHATAN NEGERI**

1. Pengarah Kesihatan Negeri Johor  
Jabatan Kesihatan Negeri Johor  
Tingkat 3 & 4 Blok B, Wisma Persekutuan  
Jalan Air Molek, 80590 Johor Bahru  
Johor
  
2. Pengarah Kesihatan Negeri Kedah  
Jabatan Kesihatan Negeri Kedah  
Simpang Kuala, Jalan Kuala Kedah  
05400 Alor Setar
  
3. Pengarah Kesihatan Negeri Kelantan  
Jabatan Kesihatan Negeri Kelantan  
Tingkat 5, Wisma Persekutuan  
15590 Kota Baharu  
Kelantan
  
4. Pengarah Kesihatan Negeri Melaka  
Jabatan Kesihatan Negeri Melaka  
Tingkat 3, 4, dan 5, Wisma Persekutuan  
Jalan Business City, Bandar MITC  
75450 Ayer Keroh, Melaka
  
5. Pengarah Kesihatan Negeri Pahang  
Jabatan Kesihatan Negeri Pahang  
Jalan IM 4, Bandar Indera Mahkota  
25582 Kuantan  
Pahang
  
6. Pengarah Kesihatan Negeri Perak  
Jabatan Kesihatan Negeri Perak  
Jalan Panglima Bukit Gantang Wahab  
30590 Ipoh  
Perak

7. Pejabat Kesihatan Negeri Perlis  
Jabatan Kesihatan Negeri Perlis  
Jalan Raja Syed Alwi  
01000 Kangar  
Perlis
  
8. Pengarah Kesihatan Negeri Pulau Pinang  
Jabatan Kesihatan Negeri Pulau Pinang (Bahagian Pengurusan)  
Tingkat 7, Bangunan MARA, No. 33  
Jalan Pangkalan Weld  
10300 Pulau Pinang
  
9. Pengarah Kesihatan Negeri Sabah  
Jabatan Kesihatan Negeri Sabah  
Tingkat 3, Rumah Persekutuan, Jalan Mat Salleh  
88590 Kota Kinabalu, Sabah
  
10. Pengarah Kesihatan Negeri Sarawak  
Jabatan Kesihatan Negeri Sarawak  
Jalan Diplomatik, Off Jalan Bako  
93050 Kuching, Sarawak
  
11. Pengarah Kesihatan Negeri Selangor  
Jabatan Kesihatan Negeri Selangor  
Tingkat 9, 10, 11 & 17, No. 1, Wisma Sunway  
Jalan Tengku Ampuan Zabedah C 9/C Seksyen 9  
40100 Shah Alam, Selangor.
  
12. Pengarah Kesihatan Negeri Sembilan  
Jabatan Kesihatan Negeri Sembilan  
Jalan Rasah 70300 Seremban  
Negeri Sembilan
  
13. Pengarah Kesihatan Negeri Terengganu  
Jabatan Kesihatan Negeri Terengganu  
Tingkat 5, Wisma Persekutuan Jalan Sultan Ismail  
20920 Kuala Terengganu

14. Pengarah Kesihatan W.P. Kuala Lumpur  
Jabatan Kesihatan W.P. Kuala Lumpur  
Jalan Cenderasari  
50590 Kuala Lumpur

15. Pengarah Kesihatan W.P. Labuan  
Jabatan Kesihatan WP Labuan  
Peti surat 80832  
87018 Wilayah Persekutuan Labuan

**Semua Institut Latihan Kementerian Kesihatan Malaysia (ILKKM)**

**Hospital Kuala Lumpur (HKL)**

**National Institute of Health (NIH)**

**Institut Kanser Negara (IKN)**





## JABATAN PERKHIDMATAN AWAM

### PELAWAAN PENAJAAN JICA KNOWLEDGE CO-CREATION PROGRAM FOR LONG TERM PARTICIPANTS - HUMAN RESOURCES DEVELOPMENT FOR GREEN TRANSFORMATION (ENERGY POLICY)

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Japan International Cooperation Agency (JICA) telah membuka permohonan biasiswa di bawah **JICA Knowledge Co-Creation Program for Long Term Participants - Human Resources Development For Green Transformation (Energy Policy)** kepada pegawai kumpulan Pengurusan dan Profesional (P&P) untuk mengikuti pengajian di **National Graduate Institute for Policy Studies (GRIPS)**, Jepun. Penajaan ini merangkumi tiga (3) kursus pengajian iaitu:

- (i) **Master Program of Public Policy (MP1 – 1 year);**
- (ii) **Master Program of Public Policy (MP2 – 2 year);**
- (iii) **Doctoral Degree in Science, Technology & Innovation Policy (STI – 3 year).**

Justeru itu, Jabatan Perkhidmatan Awam (JPA) selaku *nominating agency* bagi program tersebut mempelawa pegawai kumpulan P&P yang memenuhi syarat seperti di **LAMPIRAN A** untuk memohon biasiswa ini melalui Ketua Jabatan dan Panel Pembangunan Sumber Manusia (PPSM) masing-masing.

Pegawai P&P yang berminat dan berkelayakan boleh melengkapkan borang permohonan secara dalam talian melalui portal [bmipenajaan.jpa.gov.my](http://bmipenajaan.jpa.gov.my) bermula **3 November hingga 17 November 2023**. Borang permohonan yang telah dilengkapkan secara dalam talian tersebut hendaklah dicetak, ditandatangani dan dikemukakan kepada Ketua Jabatan dan PPSM masing-masing beserta dengan dokumen-dokumen sokongan yang berkaitan. Semua permohonan yang disokong oleh Ketua Jabatan dan diperaku oleh PPSM hendaklah dikemukakan dan diterima oleh pihak JPA **selewat-lewatnya pada 24 November 2023** sama ada melalui serahan tangan / pos melalui alamat seperti berikut:

Ketua Pengarah Perkhidmatan Awam  
Jabatan Perkhidmatan Awam  
Bahagian Pembangunan Modal Insan  
Aras 3, Blok C2, Kompleks C  
Pusat Pentadbiran Kerajaan Persekutuan  
62510 PUTRAJAYA  
(u.p: Unit Pengurusan Penawaran Latihan Dalam Perkhidmatan)

Maklumat terperinci berhubung tatacara permohonan/ pencalonan bagi program ini adalah seperti di **LAMPIRAN B**. Sila hubungi talian **03-88853053** atau **e-mel: [penawaranldp@jpa.gov.my](mailto:penawaranldp@jpa.gov.my)** untuk sebarang pertanyaan lanjut berhubung biasiswa ini.

Bahagian Pembangunan Modal Insan  
Jabatan Perkhidmatan Awam

**3 November 2023**



## SYARAT-SYARAT PERMOHONAN

### PELAWAAN PENAJAAN JICA KNOWLEDGE CO-CREATION PROGRAM FOR LONG TERM PARTICIPANTS - HUMAN RESOURCES DEVELOPMENT FOR GREEN TRANSFORMATION (ENERGY POLICY)

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- 1) Pegawai Perkhidmatan Awam **Kumpulan Pengurusan dan Profesional Iantikan tetap** khususnya di dalam **bidang/sector tenaga** yang berumur tidak melebihi **40 tahun pada 1 April 2024**;
- 2) Telah **disahkan dalam skim perkhidmatan terkini** pada 1 Januari 2023;
- 3) Mencapai purata markah minimum Laporan Nilain Prestasi Tahunan (LNPT) **85%** bagi tempoh tiga tahun berturut-turut (**2020, 2021 & 2022**) dalam skim perkhidmatan terkini. Penilaian setahun LNPT **hendaklah genap 12 bulan**;

*Nota : Pegawai yang mempunyai rekod CTG/ CSG dalam tahun penilaian LNPT terlibat dan tahun penawaran **tidak layak dipertimbangkan penajaan biasiswa** di bawah program ini.*

- 4) Mempunyai kelayakan akademik **Ijazah Sarjana Muda atau Sarjana** daripada universiti yang diiktiraf oleh Kerajaan;
- 5) Mengikuti pengajian di **peringkat yang lebih tinggi** daripada kelayakan akademik sedia ada yang dimiliki pegawai.

*Nota : Pegawai bertanggungjawab untuk mengisytiharkan kelayakan akademik tertinggi semasa yang dimiliki. Sekiranya pegawai gagal mengisytiharkannya dan ia dapat dikesan kemudian, pegawai bertanggungjawab sepenuhnya ke atas sebarang **implikasi yang timbul daripada kegagalan pengisytiharan tersebut** termasuklah pembatalan penawaran (sekiranya berjaya), tanggungan kos yang terlibat (sekiranya ada) dll.*

- 6) Mempunyai **penguasaan Bahasa Inggeris yang baik**;

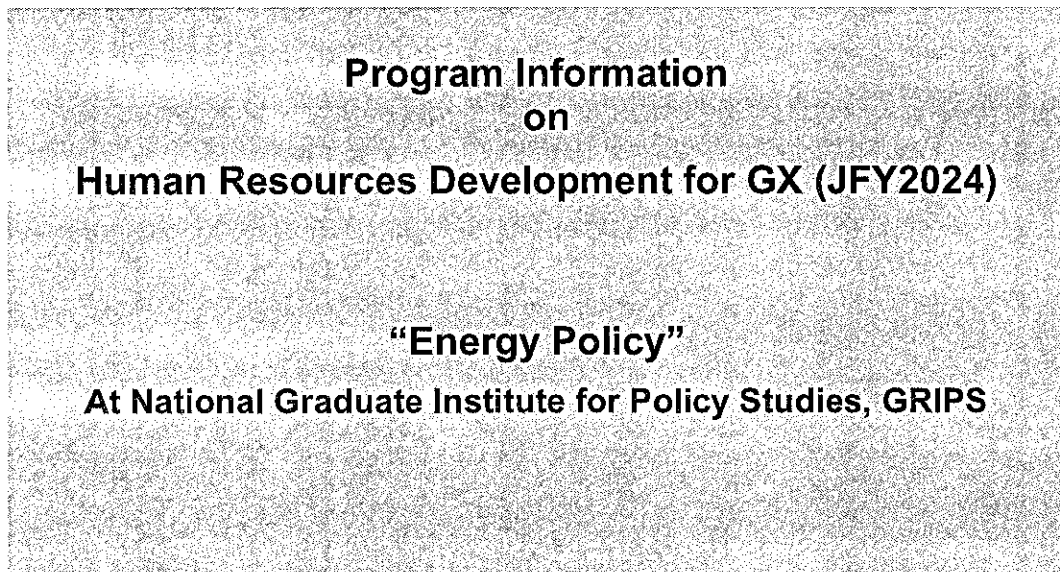
- 7) Mematuhi **syarat genap tempoh** tamat mengikuti kursus jangka panjang / sederhana seperti berikut:

<b>Tempoh Kursus</b>	<b>Tempoh Menunggu (pada 1 Januari 2023)</b>
Lebih daripada 12 bulan	2 tahun
Lebih daripada 3 bulan dan kurang daripada 12 bulan	1 tahun

- 8) Bersih daripada sebarang pertuduhan/ tindakan tatatertib/ dakwaan mahkamah;
- 9) Telah **mengisytiharkan harta** dalam tempoh **lima (5) tahun** terkini;
- 10) **Bukan peminjam tegar** pinjaman pelajaran atau bukan dalam **senarai hitam** Jabatan Perkhidmatan Awam (JPA) atau badan penaja lain;
- 11) Tidak mempunyai sebarang masalah kesihatan serta kecacatan fizikal dan mental.



# **JICA Knowledge Co-Creation Program for Long Term Participants**



This handout provides an overview of the "Energy Policy of GX Human Resource Development" 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

Stable and Affordable supply of energy is one of the most important development agenda in order to secure stability of socio-economic activities and sustainable development in developing countries as shown in the SDGs Goal 7 “Ensure access to affordable, reliable, sustainable, and modern energy for all”.

In order to cooperate its partner countries develop human resources with deep understandings on public policy analysis and management in the energy sector, JICA has developed new scholarship program for those who are interested in obtaining a Master's and Doctor's degree regarding on “GX (Green Transformation)” by enrolling in Jaapnese Universities, which are GRIPS(National Graduate Institute for Policy Studies), IUJ(International University on Japan), APU(Ritsumeikan Asia Pacific University) and YNU(Yokohama National University).

This program information contains only for GRIPS application information which are (i) one-year Master's Program of Public Policy (MP1)/(ii) two-year Master's Program of Public Policy (MP2), or a Doctoral Degree by enrolling in the (iii) Science, Technology and Innovation Policy Program (STI) at the National Graduate Institute for Policy Studies (GRIPS) in Japan.

The program envisages participants who are working for energy sector as government officials or researchers at governmental institutions in such countries as Indonesia, Philippines, Cambodia, Laos, Myanmar, Thailand, Vietnam, Malaysia, Timor Lste, Palau, Solomon, Sri Lanka, Bangladesh, Bhutan, Iraq, Pakistan, Egypt, Uzbekistan, Nepal, Costa Rica, South Africa, Morocco, Kenya, Tanzania.

Those who are interested must follow the two-way application process: (i) applicants directly apply via GRIPS website for its admission process; and (ii) applicants submit the JICA application form through the respective line ministry and nodal authority for external assistance to JICA overseas offices. In parallel with GRIPS admission process, JICA will examine each applicant's eligibility for the scholarship. Among those who are accepted by GRIPS admissions office, JICA will select applicants eligible for the scholarship.

## 2. Objectives

- (1) To cooperate to improve the Energy Policy of a particular country in order to enhance energy system, and thereby support social and economic development.
- (2) To establish and maintain mid and log-term amicable relationships between target countries and Japan.

## 3. Program Outline

[General Description]

JICA provides scholarship to those who enroll any one of the following programs at GRIPS and concentrate on energy policy issues.

### **Master's Programs**

#### **MP1**

The aim of this program is to educate mid-career professionals in local or national governments and international organizations in the skills needed for policy analysis and policy management.

The Program consists of core courses, concentration courses, and elective courses. All MP1 students are provided a common interdisciplinary and analytical foundation through the core courses. Students acquire more specialized knowledge by selecting courses in one of four concentration areas: Economic Policy, International Development Studies, International Relations, and Public Policy. A wide range of elective courses offers students the opportunity to broaden and/or deepen their knowledge and academic and pragmatic skills.

Practical courses are offered by government officials with extensive experience in actual policy formulation and implementation. In the Summer Program, students work in interdisciplinary teams on important real-world policy issues.

GRIPS Bulletin Degree Programs for Master's students

[https://www.grips.ac.jp/cms/wp-content/uploads/2023/09/bulletin\\_2023\\_4.pdf](https://www.grips.ac.jp/cms/wp-content/uploads/2023/09/bulletin_2023_4.pdf)

One-year Master's Program of Public Policy (MP1)

[https://www.grips.ac.jp/en/education/inter\\_programs/policy/](https://www.grips.ac.jp/en/education/inter_programs/policy/)

#### **MP2**

MP2 has a similar structure to that of MP1, but MP2 students receive more advanced training and guidance in the technical and practical skills needed for public policy analysis, design, and implementation.

The aim of this program is to educate early and mid-career professionals in local or national governments, international organizations and policy institutes in the technical skills needed to be professional policy analysts. In the first year, students complete a series of core, concentration, and elective courses. All MP2 students develop a common interdisciplinary and analytical foundation through the core courses, take specialized courses that provide them with strong analytical and quantitative skills, and select from a wide-variety of elective courses. In their second year, students further develop their research skills and utilize them in writing and defending a master's thesis under the guidance of a highly-trained specialist in their chosen field of concentration (specialization).

Students are required to write a master's thesis in one of four areas of public policy: Economic Policy, International Development Studies, International Relations, and Public Policy. Practical instructions are available from current and former government officials with distinguished careers in public services. In addition to three policy workshops, students receive specialized guidance through a program of independent study.



For the detail, please refer the link blow.

GRIPS Bulletin Degree Programs for Master's students

[https://www.grips.ac.jp/cms/wp-content/uploads/2023/09/bulletin\\_2023\\_4.pdf](https://www.grips.ac.jp/cms/wp-content/uploads/2023/09/bulletin_2023_4.pdf)

Two-year Master's Program of Public Policy (MP2)

[https://www.grips.ac.jp/en/education/inter\\_programs/policy2](https://www.grips.ac.jp/en/education/inter_programs/policy2)

### **Doctoral Program**

#### **Science Technology and Innovation Policy Program**

The aim of this program is to develop highly skilled professionals who can design and propose effective science and technology innovation policies (including science policy, industrial technology policy, innovation policy, environmental policy, energy policy, etc.) using scientific approaches at national and local governments, universities, public institutions, and companies, as well as researchers who conduct research and education on science and technology innovation policies at universities and public research institutes.

They will become acquainted with the multiple disciplines, achieve research competence in various social science fields, and gain teaching ability in the higher education. The programs provide students with multi-disciplinary knowledge and skills needed to carry out policy research of international standards, solid academic writing skills, the ability to teach in the field of social sciences, and advanced proficiency in a foreign language. In accordance with their research interests and academic performance, doctoral students can attend lectures and seminars, participate in tutorial sessions, present their research at international conferences, and work on papers in joint research projects.

The requirements for the doctoral degree include submission of a dissertation proposal, satisfactory performance on the qualifying examination, and an oral dissertation defense. Eligibility for the qualifying examination will be determined by the student's supervisor, taking into account the student's progress during the academic year, prior academic performance and the quality of the doctoral dissertation proposal. The qualifying examination comprises a written examination covering a number of disciplines and research methodology as well as an oral defense of a dissertation proposal.

GRIPS Bulletin Degree Programs for doctoral students

[https://www.grips.ac.jp/cms/wp-content/uploads/2023/09/bulletin\\_2023\\_5.pdf](https://www.grips.ac.jp/cms/wp-content/uploads/2023/09/bulletin_2023_5.pdf)

Science, Technology and Innovation Policy Program

[https://www.grips.ac.jp/en/education/phd\\_programs/innovation](https://www.grips.ac.jp/en/education/phd_programs/innovation)

### **[Specific Requirements for Energy Policy Concentration]**

#### **MP1**

<Graduation Requirements>

Students must complete a minimum of 30 credits, of which 6 must come from Category I and

the rest from Category III of MP1 curriculum as shown below.

<Category I>

Tutorial I (1 credit), The World and the SDGs (1 credit), Policy Debate Seminar I, II (4 credits)

<Category III>

Any classes GRIPS offers (24 credits). It is mandatory for the JICA scholarship students to take 5 classes (10 credits) that are related with energy policy (indicated below).

## **MP2**

<Graduation Requirements>

Students must complete a minimum of 40 credits, of which 12 must come from Category I and the rest from Category III of MP2 curriculum as shown below.

<Category I>

Tutorial I (1 credit), The World and the SDGs (1 credit), Policy Debate Seminar I, II (4 credits)

Tutorial II (2 credits) Independent Study(4 Credits)

<Category III>

Any classes GRIPS offers (28 credits). It is mandatory for the JICA scholarship students to take 5 classes (10 credits) that are related with energy policy (indicated below).

## **STI**

<Graduation Requirements>

During the first year, students must complete 10 credits or more based on the curriculum for the Science, Technology and Innovation Policy Program. Out of 10 credits, 2 are research seminars (Category I), 6 are from Category II, and 2 from Category II and III.

During the second year and onwards, students work on their doctoral thesis while taking courses of 14 credits or more(including 10 at the first year) based on the curriculum for the Science, Technology and Innovation Policy Program. It is mandatory to take energy policy related classes in total 12 credits.

### **[Classes Related with Energy Policy]**

- Outline of Energy Policy
- Energy Data Analysis
- Energy Policy in Japan
- Energy and Environmental Science & Technology
- Energy Security
- Advanced Energy Policy (for Doctoral Course only)

## **4. Duration**

MP1: One year; MP2: Two years; STI (PhD): Three years

## **5. Number of Participants**

Five(5) to Eight(8) Participants in total (MP1, MP2, STI) from Indonesia, Philippines, Cambodia, Laos, Myanmar, Thailand, Vietnam, Malaysia, Timor Lste, Palau, Solomon, Sri Lanka, Bangladesh, Bhutan, Iraq, Pakistan, Egypt, Uzbekistan, Nepal, Costa Rica, South Africa, Morocco, Kenya, Tanzania for FY2024 intake.

## 6. Language to be used in this Program

English

## 7. Eligibility

Applicants must satisfy the following requirements and be competent enough to fulfill admission requirements by GRIPS:

- ✓ Current Duties: Government officials or researchers working for energy sector at governmental institutions<sup>1</sup>.
- ✓ Age: less than forty (40) years old in principle
- ✓ Educational background: have a bachelor degree or its equivalent (for MP1 & MP2); or a master degree or its equivalent (for STI)
- ✓ Language: with the linguistic skills required to take courses and receive research guidance in English.

## 8. Admissions

Applicants must pass the regular admission procedures of GRIPS. JICA will select candidates eligible for the scholarship among those who passed the GRIPS admission procedure.

## 9. Application Guidelines

Applicants for the scholarship program are requested to follow the two-way application process: (i) application to the JICA scholarship program, and (ii) application to the GRIPS admission process. The detail procedures are as follows:

### ■ Application to the JICA scholarship program

Institutions which applicants belong to are requested to submit the attached application form to JICA overseas office via the line ministry as well as the nodal agency for external assistance in the respective partner country. Applicants are also requested to submit, along with the application form, an essay (in 800-1000 words) covering the following items: (i) major achievements in applicant's career so far, (ii) purpose and plan of study in Japan, and (iii) career plan after the graduation. These documents must reach JICA overseas offices through the official channel by **December 15, 2023**. An online interview may be conducted during the selection process. Item (ii) and (iii) sebagaimana dalam Application Form. Untuk esei, jawab item (i) sahaja.

<sup>1</sup> Include those belonging to the network of ERIA (Economic Research Institute for ASEAN and East Asia) in the eligible partner countries.

## ■ Application to the GRIPS admission process

Applicants are now able to access the Online Registration Form as instructed in the Application Guide 2024-2025, which can be downloaded at [https://www.grips.ac.jp/cms/wp-content/uploads/2023/08/GRIPS\\_AppGuide\\_2024.pdf](https://www.grips.ac.jp/cms/wp-content/uploads/2023/08/GRIPS_AppGuide_2024.pdf)

Points of attention are as below:

- (1) Please access and read the GRIPS' website (<https://www.grips.ac.jp/en/admissions/apply/>) carefully, especially the "Application Guide 2024-2025".
- (2) Download the designated forms listed below from our "How to Apply" web page at <https://www.grips.ac.jp/en/admissions/apply/>.
  1. Application for Admission 2024-2025
  2. Statement of Purpose 2024-2025
  3. Research Proposal 2024-2025 (This applies only to applicants for MP2 and STI.)Complete the forms and make pdf files of them so that you can upload them in the Online Registration Form.
- (3) Fill out and submit **the Online Registration Form** at [https://webentry.grips.ac.jp/entry\\_form/](https://webentry.grips.ac.jp/entry_form/) by **November 24, 2023, 17:00 (JST) for MP1 and MP2, and by January 10, 2024, 17:00 (JST) for STI**
- (4) When completing the Application for Admission, please tick "I have completed JICA's entry process for the JICA Scholarship" as funding option and tick either "One-year Master's Program of Public Policy (MP1)", "Two-year Master's Program of Public Policy (MP2)", or "Science, Technology and Innovation Policy Program" (STI).
- (5) Please send a complete hard copy set of your required **supporting documents by post**, to reach the GRIPS Admissions Office. They must reach GRIPS by December 1, 2023, 17:00 (JST) for MP1 and MP2, and by January 17, 2024, 17:00 (JST) for STI. (Applicants who have completed the JICA scholarship application do NOT need to submit a financial statement shown in page 6 of the Application Guide 2024-2025, but may be required to provide official proof of the status of their application upon request from GRIPS.)
- (6) An application fee shown in page 2 and 7 of the Application Guide 2024-2025 will be covered by JICA. In addition, an admission fee and tuition shown in page 2 will be covered by JICA and directly paid to GRIPS.
- (7) It is strongly recommended that applicants to contact and consult with JICA Office in their country if they are interested in this program. Prior consultation may be effective to ensure fulfilment of documentation requirements. JICA may request applicant's resume during this process.
- (8) Once applicants complete the application process of GRIPS, applicants are requested to inform JICA Office of their names, titles and the program which they selected so that JICA can make a list of applicants of the program, otherwise they would fail to receive JICA scholarship even if they succeed to obtain GRIPS's admission.

## **10. Schedule**

- Application to the JICA scholarship program: as indicated above.
- Application to the GRIPS admission process: as indicated above.
- Decision on JICA scholarship eligibility: by May end, 2024
- Commencement of the GRIPS program: beginning of October, 2024

## **11. Expenses to Be Borne By JICA**

The following expenses will be borne by JICA in accordance with rules prescribed by JICA:

- (1) Tuition at GRIPS (actual cost)
- (2) Expenses for custom-made program and support programs during the study in Japan (actual cost if any)
- (3) A round-trip airfare (actual cost)
- (4) Books / Interior research, etc. (fixed amount)
- (5) Allowances for living expenses (fixed amount)
- (6) Outfit allowance (general outfit and shipping) (fixed amount)
- (7) Moving allowance (lump-sum payment for rental contract)

## **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.

### **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.



Japan International  
Cooperation Agency

***CORRESPONDENCE***

For enquiries and further information, please contact the JICA office.





## TATACARA PERMOHONAN / PENCALONAN

### PELAWAAN PENAJAAN JICA KNOWLEDGE CO-CREATION PROGRAM FOR LONG TERM PARTICIPANTS - HUMAN RESOURCES DEVELOPMENT FOR GREEN TRANSFORMATION (ENERGY POLICY)

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#### 1. TANGGUNGJAWAB PEGAWAI

- 1.1 Pegawai yang berminat dikehendaki **membaca dan memahami sepenuhnya** syarat-syarat permohonan di **Lampiran A** dan **General Information - Energy Policy (FY2024)** sebelum membuat permohonan. Permohonan hendaklah dilengkapkan dan dikemukakan kepada GRIPS secara dalam talian (sila rujuk *General Information*) dan juga kepada pihak JPA.
- 1.2 Bagi permohonan kepada pihak JPA, permohonan boleh dibuat dengan melengkapkan borang permohonan secara dalam talian melalui pautan **[bmipenajaan.jpa.gov.my](http://bmipenajaan.jpa.gov.my)** bermula daripada **3 November hingga 17 November 2023**.
- 1.3 Borang permohonan yang telah lengkap diisi hendaklah **dimuat turun, dicetak dan ditandatangani oleh pegawai**. Terdapat ruangan perakuan Ketua Jabatan selepas ruangan tandatangan pegawai yang mana memerlukan maklumat perkhidmatan pegawai dilengkapkan, disahkan dan ditandatangani oleh Ketua Jabatan<sup>1</sup> masing-masing.

Nota: Tanggungjawab pegawai untuk menyemak dan memastikan segala maklumat di ruangan perakuan Ketua Jabatan tersebut **dilengkapkan sepenuhnya tanpa ada sebarang kecaciran** sebelum borang permohonan

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<sup>1</sup> Ketua Jabatan yang dimaksudkan adalah sekurang-kurangnya pegawai di peringkat mengetahui sesuatu bahagian di mana pegawai ditempatkan atau bahagian pengurusan sumber manusia di Kementerian/Jabatan/Agensi seperti Pengarah / Setiausaha Bahagian dsb.

lengkap tersebut dikemukakan kepada urus setia Panel Pembangunan Sumber Manusia (PPSM)<sup>2</sup> masing-masing untuk penyelarasan.

- 1.4 Borang permohonan yang lengkap tersebut perlu dikemukakan kepada urus setia PPSM masing-masing bersama-sama dengan **dokumen-dokumen sokongan** yang berkaitan seperti berikut:
- a) **JICA Application Form** (bersama 2 keping gambar berukuran 4 cm x 3 cm terkini - ditampal pada borang);
  - b) **Esei** (800 – 1000 patah perkataan) berhubung pencapaian dalam kerjaya sehingga kini;
  - c) Salinan Ijazah Pertama/ Sarjana – **SKROL DAN TRANSKRIP RASMI DALAM BAHASA INGGERIS SAHAJA**/ diterjemahkan secara rasmi kepada Bahasa Inggeris (telah disahkan);
  - d) Salinan **Senarai Tugas/ Job Description** (JD) yang disahkan;
  - e) Salinan **pasport antarabangsa** yang tertera maklumat nama, tarikh lahir, warganegara, jantina, no. passport, tarikh tamat tempoh serta gambar.

Nota: Semua dokumen di atas hendaklah dikemukakan dalam **2 salinan dokumen yang lengkap (1 salinan asal dan 1 salinan fotostat)**.

## 2. TANGGUNG JAWAB KETUA JABATAN

- 2.1 Ketua Jabatan dinasihatkan untuk membuat semakan yang teliti dan memberi sepenuh perhatian kepada syarat-syarat yang ditetapkan di **Lampiran A**. Sehubungan itu, adalah menjadi tanggungjawab Ketua Jabatan untuk menyokong / memberi pelepasan kepada pegawai-pegawai yang **beresuaian dan berkeelayakan sahaja** berdasarkan syarat-syarat yang ditetapkan sahaja.

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<sup>2</sup> PPSM yang dimaksudkan adalah PPSM yang dipengerusikan oleh Ketua Perkhidmatan masing-masing tanpa mengira Kementerian/Jabatan/Agensi penempatan pegawai kecuali bagi pegawai perkhidmatan gunasama (PTD, PLV dan PPSi) yang mana PPSM yang dimaksudkan adalah PPSM yang dipengerusikan oleh pegawai pengawal Kementerian masing-masing sahaja walaupun pegawai ditempatkan di Jabatan/Agensi di bawah Kementerian berkaitan.

- 2.2 Ketua Jabatan perlu **melengkapkan dan mengesahkan maklumat** perkhidmatan pegawai, dan seterusnya **menandatangani ruangan perakuan** Ketua Jabatan dalam borang permohonan. Semakan ke atas buku perkhidmatan atau/dan rekod HRMIS pegawai perlu dibuat untuk memastikan ketepatan dan kesahihan maklumat perkhidmatan pegawai.
- 2.3 Permohonan yang lengkap dan disokong perlu dikemukakan bersama-sama dokumen berkaitan kepada urus setia PPSM masing-masing untuk penyelarasan perakuan.

### 3. TANGGUNG JAWAB KETUA PERKHIDMATAN/ PEGAWAI PENGAWAL MELALUI PANEL PEMBANGUNAN SUMBER MANUSIA (PPSM)

- 3.1 Ketua Perkhidmatan/ Pegawai Pengawal adalah dinasihatkan supaya membuat **perancangan dan semakan yang teliti** ke atas syarat dan tatacara permohonan/ pencalonan seperti di **LAMPIRAN A** dan **LAMPIRAN B** dalam memperakukan pencalonan pegawai melalui PPSM masing-masing kepada pihak BMI, JPA. Sekiranya semua pegawai yang diperakukan berjaya ditawarkan program ini, Ketua Perkhidmatan/ Pegawai Pengawal **perlu memberi pelepasan** kepada mereka untuk mengikuti program ini. Ketua Perkhidmatan/ Pegawai Pengawal hendaklah memastikan hanya pegawai-pegawai yang **bersesuaian sahaja dicalonkan**.
- 3.2 Sehubungan itu, adalah menjadi tanggungjawab urus setia PPSM untuk mengambil tindakan-tindakan berikut:
  - (a) **Melengkapkan borang Laporan PPSM** Kementerian/Jabatan untuk kursus dalam perkhidmatan - JPA(L) LDP 1A/96;
  - (b) **Memastikan maklumat perkhidmatan** di ruangan perakuan Ketua Jabatan pada borang permohonan pegawai **adalah tepat dan benar** serta **telah ditandatangani oleh Ketua Jabatan** yang berkaitan. Semakan ke atas buku perkhidmatan atau/dan rekod HRMIS pegawai perlu dibuat untuk memastikan ketepatan dan kesahihan maklumat perkhidmatan pegawai.
  - (c) Pencalonan yang dikemukakan kepada pihak JPA hendaklah disertakan bersama-sama dengan dokumen-dokumen berikut:
    - i. Dokumen-dokumen seperti di perenggan 1.3 hingga 1.4; dan
    - ii. Dokumen-dokumen seperti di perenggan 3.2 (a).

- 3.3 **Pencalonan yang lengkap** hendaklah dikemukakan dan diterima oleh pihak JPA **selewat-lewatnya pada 24 November 2023** sama ada melalui pos atau serahan tangan ke alamat seperti berikut:

Ketua Pengarah Perkhidmatan Awam  
Jabatan Perkhidmatan Awam  
Bahagian Pembangunan Modal Insan  
Aras 3, Blok C2, Kompleks C  
62510 PUTRAJAYA.

**(u.p.: Unit Pengurusan Penawaran Latihan Dalam Perkhidmatan)**

- 3.4 Permohonan dengan dokumen yang **TIDAK LENGKAP TIDAK AKAN DIPROSES** untuk pertimbangan.

#### 4. PERTANYAAN

Sila hubungi pihak penyelaras melalui butiran seperti berikut:

**Penyelaras : Unit Pengurusan Penawaran Latihan Dalam Perkhidmatan, BMI JPA**  
**No. Telefon : 03 – 8885 3053 / 3438**  
**Emel : penawaranldp@jpa.gov.my**



Knowledge Co-Creation Program under Technical Cooperation with the Government of Japan

Application Form for the JICA Knowledge Co-Creation Program for Long-Term Participants (JICA Development Studies Program)

(to be confirmed and signed by the head of the relevant department / division of the applying organization)

1. Course Title: (Please write down as shown in the General Information)

2. Course Number: (the number as "xxxxxxxJxxx" shown in the GI)<sup>1</sup>

3. Country Name:

4. Name of Applying Organization:

5. Name of the Nominee(s):

Our organization hereby applies for Knowledge Co-Creation program (KCCP) of the Japan International Cooperation Agency and proposes to dispatch qualified nominees to participate in the programs.

Signature and contact information form for the organization in charge.

Confirmation by the organization in charge (if there is no Note Verbalet/ Letter from the government nominating the applicant)<sup>2</sup> I have examined the documents in this form and found them true. Accordingly I agree to nominate this person(s) on behalf of our government.

Signature and contact information form for the government representative.

(to be confirmed by the head of the department / division)

1 研修員決定決裁後にKCCPシステムでの研修コース登録を行う場合は記載不要。
2 署名又は代替書類は必須であり、いずれも無い場合、研修員の受入、来日手続きが不可となるため留意すること。
3 研修コース特性に応じ任意記載



1. Profile of Organization

1) Name of Organization:

2) The mission of the Organization and the Department / Division:

2. Purpose of Application

1) Current Issues: Describe the reasons for your organization claiming the need to participate in Knowledge Co-Creation Program (KCCP), with reference to issues or problems to be addressed.

2) Objective: Describe what your organization intends to achieve by participating in KCCP.

3) Future Plan of Actions: Describe how your organization shall make use of the expected achievements, in addressing the said issues or problems.

4) Selection of the Nominee: Describe the reason(s) the nominee has been selected for the said purpose, referring to the following view points; 1) Course requirement, 2) Capacity /Position, 3) Plans for the candidate after the KCCP, 4) Plan of organization and 5) Others.

(to be completed by the Nominee)

1. Course Title: (Please write down as shown in the General Information) (required)

[Empty text box for Course Title]

2. Course Number: (the number as "xxxxxxxxJxxx" shown in the GI)

[Course Number grid: 10 boxes, 8th box contains 'J']

3. Information about the Nominee (nos. 1)-9) are all required)

1) Name of Nominee (as in the passport)

Family Name grid: 18 boxes

First Name

Attach the nominee's photograph (taken within the last six months) here. Size: 4cm x 3cm



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Grid for name entry

Middle Name

Grid for middle name entry

2) Nationality, 3) Sex, 4) Religion, 5) Date of Birth

6) Present Position and Current Duties

Organization, Department / Division, Present Position, Date of employment

7) Type of Organization

Grid for organization type selection

8) Passport/Visa

Passport possession, USA visa possession

\*Applicants from Latin American and the Caribbean Countries only.

【Questionnaire on Relationship with the Military】

\*If your organization and/or your status is related to the Military, please mark with YES or NO below in the ( ) which best describes the relationship.

Grid for military relationship questionnaire

9) Outline of duties: Describe your current duties

Large text area for duties description

10) Contact Information

4 有効なパスポートは「受入回答」(遅くとも来日1か月前)での必要書類であるため留意すること。



Office	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:
Home	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:
Contact person in emergency	Name: Relationship to you:	
	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:

11) Others (If necessary)

--

4. Career Record

1) Job Record (After graduation)

Organization	City/ Country	Period		Position or Title	Brief Job Description
		From Month/Year	To Month/Year		

2) Educational Record (Higher Education) (required)

Institution	City/ Country	Period		Degree obtained	Major
		From Month/Year	To Month/Year		

3) Training or Study in Foreign Countries; please write your past visits to Japan specifically as much as possible, if any.

Institution	City/ Country	Period		Field of Study / Program Title
		From Month/Year	To Month/Year	



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**5. Language Proficiency (required)**

1) Language to be used in the program (as in GI)				
Listening	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Speaking	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Reading	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Writing	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Certificate (Examples: TOEFL, TOEIC)				
2) Mother Tongue				
3) Other languages ( )	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor

Excellent	Refined fluency skills and topic-controlled discussions, debates & presentations. Formulates strategies to deal with various essay types, including narrative, comparison, cause-effect & argumentative essays.
Good	Conversational accuracy & fluency in a wide range of situations; discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.
Fair	Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.
Poor	Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.

**6. Expectation on the applied KCCP**

1) **Personal Goal:** Describe what you intend to achieve in the applied KCCP in relation to the organizational purpose described in Part A-2.

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2) **Relevant Experience:** Describe your previous vocational experiences which are highly relevant in the themes of the applied KCCP. (required)

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3) **Area of Interest:** Describe your subject of particular interest with reference to the contents of the applied KCCP. (required)

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**1. University Information<sup>5</sup>**

(1) After examining university list provided by JICA, please fill in University, Supervisor, and the respective Field of studies that you expect to study in Japan. If you have more than two universities in your mind, you can select **up to three universities**

Name of University and Graduate School(1)	
Graduate School Code(1)	
Name of Course/Major	
Master/PhD	
Supervisor of choice*	
Field of Study	

Name of University and Graduate School(2)	
Graduate School Code(2)	
Name of Course/Major	
Master/PhD	
Supervisor of choice*	
Field of Study	

Name of University and Graduate School(3)	
Graduate School Code(3)	
Name of Course/Major	
Master/PhD	
Supervisor of choice*	
Field of Study	

\*If you wish to apply for a PhD, please make sure to fill in "Supervisor of choice".

<sup>5</sup> 研修コース特性に応じ任意記載

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Master's degree applicants must also fill in the name of desired supervisor for some universities.  
Please refer to the appropriate section of the "university list".  
[IMPORTANT]<sup>6</sup> JICA will provide your desired university with your personal information (educational background, career, health condition, health certificate, etc.) necessary for selection. For the privacy policy of each university, check the description on the university website.

**2. Research Plan<sup>7</sup>**

Write a brief research plan of your proposed Master's or Doctor's thesis more than 700 words (minimum 3 pages).

Below is an example of the structure of the research plan. Usage of this structure is not essential but strongly recommended.

(a) TITLE of your Master's or Doctor's thesis

(b) INTRODUCTION (1 paragraph):

To state clearly what your research interests are. Necessary to include the followings:

- Background information regarding the selected topic and your involvement (e.g. what is the main reason that you chose the topic, your relevant working experience, etc.)
- The main objective of your study

(c) MAIN BODY (approximately 3 paragraphs):

To provide specific information to support your ideas. To explain what you are going to study and how the research is conducted. Necessary to include the followings:

- Brief explanation for your analysis of this topic.
- Brief explanation for your research methodology.

(d) CONCLUSION (1 paragraph):

To stress the most important point(s) of your research plan, and your future work. Necessary to include the followings:

- The skills which you wish to obtain in Japan.
- How you intend to utilize your research to solve the issue(s) mentioned in the first part of the plan after returning to your home country.

\*For PhD courses, please attach your master thesis in English and related papers (if any).

**!! IMPORTANT !!**

- ✓ It is recommended to make prior contact the faculty before submitting the applications in order to know whether or not the university can accept the research plan. You should write the research plan in light of the requirements and characteristics of the Master's or Doctor's course.
- ✓ It must be demonstrated that your academic background and/or job experience are sufficient

<sup>6</sup> 受入大学に候補者情報を提供する研修コースにおいては記載必須。

<sup>7</sup> 研修コース特性に応じ任意記載。

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enough to engage in and complete the Master's or Doctoral course in Japan. In this regard, it is essential for you to select a research theme which is associated with your current or future job.

- ✓ If you are currently employed, it is desirable for you to discuss with your organization to get supporting references, such as a policy and/or strategic paper of the organization.

**3. Career Plan after Graduation<sup>8</sup>**

In connection with the fields of study, please describe your idea /plan to utilize your knowledge, skills and experiences that you obtained in Japan after returning to your home country In 400-500 words.

Please be reminded of the aim of SDGs Global Leadership Program which expects the participants to be leaders who share values of Japan in order to help establish and maintain mid and long - term good relations between Japan and the participants' countries

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**1. General Rules**

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<sup>8</sup> 研修コース特性に応じ任意記載。

<sup>9</sup> 記載必須 (「DECLARATION」欄含む)

The accepted applicants/participants are requested:

- (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.

## **2. Privacy Policy**

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The accepted applicants/participants are requested to understand Privacy Policy of JICA as follows.

### (1) Scope of Use

Personal information specified in this form will be stored, used, or analyzed by JICA only within the scope of conducting, supervising and follow-up of JICA's KCCP (long-term) (selection, coordination, travel and life support of the participants in Japan) which is stipulated in Article 40, Paragraph 3 of the Japan International Cooperation Agency Organization Regulations. The personal information contains also medical history information and health certificate.