

No.34/50/2010-EO(F)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

.....  
North Block, New Delhi-110001.  
Dated the 14<sup>th</sup> September, 2010

To

1. The Chief Secretaries of all the State Government's/ UT's.
2. The Secretaries of all the Ministries/Departments of Government of India.

Subject : One year Master's Degree Programme- **School of Government (Public Policy in the Central Government)** at the National Graduate Institute for Policy Studies (GRIPS) in Japan: funded by Government of Japan from October 2011 to September 2012.

Sir/Madam,

Applications/ nominations are invited for the **Young Leaders' Program (YLP)- for the academic year 2011-2012**, under which the programme- **School of Government (Public Policy in the Central Government)** is being offered by the National Graduate Institute for Policy Studies (GRIPS), Japan.

2. The School of Government Course encourages students to develop the policymaking aptitude required of national leaders who are well-versed in various areas. The programme is open to young public administrators and government officials who are expected to play active roles as future national leaders.

**Course Duration & Qualification** : The Course is for duration of one year from October 2011 to September 2012 resulting in the conferral of a Master's Degree in Public Administration/Public Policy by GRIPS.

**Language of Instruction** : All lectures and practical training at universities will be conducted entirely in English.

**Qualifications** :

- In principle the applicant should be under **40 years** of age as on 1<sup>st</sup> October 2011 (i.e. born on or after 2<sup>nd</sup> October 1971)  
**(Upper age limit may be relaxable by two or three years in case of deserving candidates);**
- Must hold a Bachelor's Degree or equivalent from a recognized/ accredited university of college, and have achieved/shown excellent academic performance;
- Have at least 3 years of work experience in public administration (preferably 5 years or more);
- Be proficient in English;
- Applicants must be in good health;
- Selected candidates will have to obtain a "College Student" Visa prior to their arrival in Japan;

3. A Scholarship of an allowance of 258,000 yen per month will be provided for one year, starting from October 2011. The scholarship covers housing and living expenses, insurance (National Health Insurance etc.) and miscellaneous expenses for books and study materials. In addition to the monthly allowance, the students will be provided with economy airfares to/from Japan and expenses for field trips.

Contd..../-

The estimated cost of living per person per month in Tokyo may be as under:-

(i)	Accommodation (Single Room Rental)	JPY70,000
(ii)	Food	JPY40,000
(iii)	Transportation	JPY15,000
(iv)	Books and Study Materials	JPY10,000

The above cost is based on a rough estimate for a comfortable student lifestyle.

4. The details of the programme and the application form may be drawn from Ministry of Personnel, Public Grievances and Pensions website ([persmin.nic.in](http://persmin.nic.in)).

5. The nominations of officers for the above course along with the duly filled application forms, health certificates and other supporting documents may be sent to this Department latest by the **15<sup>th</sup> October, 2010**. Incomplete applications, applications received late or not forwarded through proper channel will be rejected summarily.

6. This order issues in supersession of this Department's earlier order of even number dated 25<sup>th</sup> August 2010.

Yours faithfully,



(Raakesh Mishra)  
Desk Officer

✓ Copy to:

Director (Technical), NIC with the request that this Department's earlier circular of even number dated 25<sup>th</sup> August 2010 may kindly be replaced with this circular on the Department's website

S.No. 1(R)



No. 8/3/10

EMBASSY OF JAPAN  
INDIA

NOTE VERBALE

The Embassy of Japan presents its compliments to the Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training) and has the honour to inform that the Government of Japan wishes to offer special scholarships under the Young Leaders' Program (YLP), through which exceptionally bright, young Government Administrative Service Officers from various Asian countries are invited for an all-expenses-paid study visit to Japan, to attend a one year Masters degree course in the following categories:

1. School of Government (Public Policy in the Central Government)
2. **Local** Government (Public Policy in the Local Government)
3. Law

Number of scholarships available: approximately three

Each person can apply for only one course.

As in the previous years, the Embassy of Japan has the honour to request the Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training) to select and recommend suitable candidates (young IAS officers) for enrolment in the said program for the year 2011.

Enclosed herewith are three packages (one each for the 'School of Government' Course, the 'Local Government' Course and the 'Law' Course) containing the following documents:

1. General Guidance Brochures (4 nos.)
2. Application Guidelines, Application Forms, Essay Questions, Recommendation Forms, Certificates of Health, and Brochures (45 nos. of each for School of Government and Local Government, and 30 nos. of each for Law)

The Embassy of Japan would highly appreciate if the Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training) could nominate some candidates and provide their names to this Embassy along with the duly filled application forms, health certificates and other supporting documents, by 18 October 2010, at the latest.

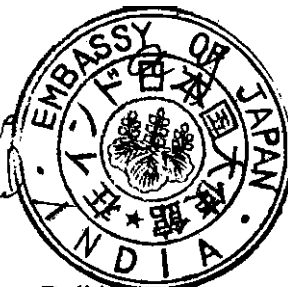
The Embassy of Japan avails itself of this opportunity to renew to the Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training) the assurances of its highest consideration.

New Delhi, 6 August 2010

Encls.: As above

Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel and Training)  
North Block  
New Delhi 110011

Recd  
13/08/2010  
M. S. Shrivastava



Cc: Ministry of External Affairs (East Asia Division), South Block, New Delhi 110011

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11-2-2010  
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16/8/2010

# Japan Information Centre

EMBASSY OF JAPAN

Plot No. 4 & 5, 50-G, Shantipath, Chanakyaपुरी  
New Delhi-110021

Tel : 2412 2970-3  
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E-mail : [jpembjic@bol.net.in](mailto:jpembjic@bol.net.in)

8 August 2010

Dear Ms. Sethi,

I have the honour to refer to this Embassy's Note Verbale No.8/3/10 dated 6 August 2010, requesting the Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training) to select and recommend suitable candidates (young IAS officers) for enrolment in the **Young Leaders' Program (YLP)** for the year 2011, to attend a **one year Masters degree course** in the following categories:

1. **School of Government** (Public Policy in the Central Government)
2. **Local Government** (Public Policy in the Local Government)
3. **Law**

While I am separately sending to your office three packages (one each for the 'School of Government' Course, the 'Local Government' Course and the 'Law' Course) containing the program documents, in order to facilitate easy uploading of information related to the above program on your esteemed Ministry's website, I am pleased to enclose herewith three separate electronic files (PDF files) for all the three courses mentioned above.

The three programs may kindly be listed separately along with their respective PDF file links, on your website, [www.persmin.nic.in](http://www.persmin.nic.in), under the heading 'Circulars' and sub-heading 'Training Courses in Japan' as follows:

One year Master's Degree Program of <b>Public Policy in the Central Government</b> to be held in GRIPS from October 2011 to September 2012	PDF File
One year Master's Degree Program of <b>Public Policy in the Local Government</b> to be held in GRIPS from October 2011 to September 2012	PDF File
One year Master's Degree Program of <b>Law</b> to be held in Kyushu University from October 2011 to September 2012	PDF File

It would be appreciated if your Ministry could nominate some suitable candidates and forward their duly filled application forms, health certificates and other supporting documents to the Embassy by **18 October 2010**, at the latest.

With regards,

Yours sincerely,

*S. Tamura*  
Shinichi Tamura  
First Secretary

Encls.: As above

Ms. Trishaljit Sethi  
Director (MM)  
Department of Personnel and Training  
Ministry of Personnel, Public Grievances and Pensions  
Government of India  
North Block  
New Delhi 110001

*Tamura*  
12/8/10  
US (AM-10)

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13/8/10  
20 (R)

*R...*  
13/08/2010  
*Mr. Shukla*

2010-7-29-57-2010  
 C-477/E-46/2010  
 16/8/2010

JAPANESE GOVERNMENT (MONBUKAGAKUSHO: MEXT) SCHOLARSHIP FOR 2011  
YOUNG LEADERS' PROGRAM (YLP) STUDENT (SCHOOL OF GOVERNMENT)

I OUTLINE

1. Objectives

The Young Leaders' Program (YLP) aims to cultivate national leaders of the future in Asia and around the world. In addition, while enhancing the participants' understanding about Japan, it should help form a network among national leaders, contributing to the establishment of friendly relations and improved policy planning activities between worldwide, including Japan.

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

\*MEXT = 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 in the future as national leaders in their home countries.

Eligible Countries:

P. R. China, Rep. of Korea, Indonesia, Malaysia, the Philippines, Singapore, Thailand, Brunei Darussalam, Vietnam, Laos, Myanmar, Cambodia, Mongolia, Kazakhstan, Kyrgyz, Turkmenistan, Uzbekistan, Bangladesh, India, Pakistan, Sri Lanka, Australia, Hungary, Czech, Slovakia, Poland, Bulgaria, Romania, Turkey  
(29 Countries)

3. Host University

National Graduate Institute for Policy Studies (GRIPS)

4. Number of Students

Approximately 20 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) Screening Procedure

- ① First screening by the recommending authorities
- ② Second screening by GRIPS
- ③ Final screening by the YLP committee organized by MEXT

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

(1) Basic Concepts

The curriculum is designed to train and cultivate national leaders in their respective fields of government, 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, independent study, field trips, etc.

(2) Course Duration and Qualification

Course duration is one year, resulting in the conferral 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 2011

## II INFORMATION FOR APPLICANTS

MEXT will offer scholarships to foreign students who wish to study at GRIPS as YLP students in public administration/public policy for the academic year 2011 under the MEXT Scholarship Program. The conditions are as follows:

### 1. Field of Study

Public Administration/Public Policy

### 2. Qualifications

- (1) Nationality: Applicants must be nationals of countries eligible for the YLP (School of Government).
- (2) Age: Applicants must be, in principle, under 40 years of age, as at 1 October, 2011 (i.e. born on or after 2 October 1971).
- (3) Academic Background: Applicants must hold a Bachelor's degree or equivalent from a recognized/accredited university or college, and have achieved 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) Visa Requirement: Selected Applicants must obtain a "College Student" visa prior to their arrival in Japan. Applicants who are already in Japan under a different visa category are required to change it to "College Student" by the end of the month preceding the start of the scholarship. Applicants who change their resident status to anything other than "College Student" following their arrival in Japan will immediately lose their status as a Japanese government scholarship student.
- (8) Applicants who meet any or all of the conditions below are not eligible. If identified as such after commencement of the scholarship period, applicants will be required to withdraw from the scholarship:
  - ① Active members of military forces, or civilians employed by military forces at the time that the scholarship period is scheduled to commence.
  - ② Unable to travel to Japan within dates set by the receiving university.
  - ③ Already enrolled in a Japanese university under "College Student" status, or plans to enroll at a Japanese university as a privately-financed international student, between the time of application for the GRIPS scholarship and the time the scholarship period is due to commence.
  - ④ Those who will lose their status as public administrators or government officials following the time of application or before completion of the program.

### 3. Term of Scholarship

One year, from October 2011 to September 2012

### 4. Scholarship Benefits

- (1) Allowance: 258,000 yen per month (in FY 2010; amount is subject to change) will be provided to grantees during the term of the scholarship. Grantees who are absent from the university for long periods, will no longer be provided with the scholarship.

Scholarships will be cancelled in the event of any of the cases below. Furthermore, if scholarship payments were made during the period that such conditions applied, grantees may be ordered to return any scholarship payments received during said period.

- ① If application documents are found to contain falsehoods;
- ② If pledges made to the Minister of MONBUKAGAKUSHO (MEXT) are breached;
- ③ If poor academic performance or suspension guarantees that the grantee will be unable to complete the course within the standard term;
- ④ If "College Student" resident status, as provided for in Paragraph 1-4 of Appendix to the Immigration Control and Refugee Recognition Act, changes to any other status;

- ⑤ If grantee is provided with another scholarship (excluding scholarships designated for research expenses); and
- ⑥ If grantee's government and/or other state institutions request such cancellation.

(2) Travel Allowance:

- ① Transportation to Japan: Grantees will be provided, in accordance with their itinerary and route as designated by MEXT, with an economy class air ticket from the international airport closest to their place of residence to Narita International Airport (or following the itinerary normally used by the university where grantees are placed). Expenses such as inland transportation from place of residence to the nearest international airport; airport taxes; airport usage charges; special taxes on overseas travel; and travel expenses within Japan will be borne by the grantee (in principle, the grantee's place of residence shall be the address stated in the application form).
- ② Transportation from Japan: Grantees who return to their home country within the fixed period following 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 their home address. Expenses such as inland transportation from their home address to the international airport, airport taxes, and special travel taxes will NOT be provided (in principle, the address in the grantee's home country as stated in the application is considered the "home address").

\* Grantees must arrange any aviation and/or accident insurance to and from Japan on their own. The airport that the grantee departs from, or returns to, must be an airport in their home country.

(3) Tuition Fees: Fees for matriculation, tuition, and university entrance examinations will be paid by the Japanese government.

(4) Accommodations:

- ① International Student Houses of the Japan Student Services Organization (JASSO):  
If grantees so desire, they may reside at accommodations provided in the Tokyo International Exchange Center, operated by JASSO, as well as the other international student house. However, some of these facilities may not be able to accommodate all grantees, due to limitations in rooms availability.
- ② Private Boarding Houses or Apartment Houses:  
Those who are not able to find accommodation in the facilities described above will have to arrange for private boarding houses or apartments as recommended by the GRIPS Student Office.

5. Selection

- (1) Initial screening will be conducted by the recommending authorities in applicant's home country.
- (2) Second screening by means of an interview and review of submitted documents will be conducted by GRIPS. If it is difficult to arrange an interview in the applicant's home country, the interview may be conducted by telephone or webcam.
- (3) The list of final selections by GRIPS will be submitted to the YLP committee organized by MEXT for 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. Documents submitted 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 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, and 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 following program completion	1	4	3-page essay describing the applicant's reason/motivation for applying; future plans and expectations from the program as well as 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/IELTS or other equivalent test score. Native speakers of English (applicants from the Philippines, Singapore, and Australia) are exempted from this requirement.
(11)	Answer to the Essay Questions	1	4	

\*Attention

- ① All documents must be of uniform size (297 x 210 mm; JIS A4 size); and all forms must be typewritten if possible, or neatly handwritten in block letters.
- ② Documents must be written in English. Attach a certified English translation if not written in English.
- ③ Two letters of recommendation must be submitted. At least one must be from the applicant's immediate workplace superior.
- ④ Applications 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 contact the corresponding office at the Japanese Embassy in your home country.



- (2) Recipient are advised to learn the Japanese language and familiarize themselves with Japanese weather/climate, customs, university education, and conditions, as well as about differences between the Japanese legal system and that of their home country before departing for Japan.
- (3) It is highly recommended for grantees to bring at least US\$1,500 or the equivalent to cover their immediate needs upon arrival in Japan.

Young Leaders' Program (School of Government)  
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 commonalities in the modernization process along with its various possibilities, the courses seek to find the most desirable method for each country's modernization. (Comparative Approach)
2. Through modernization, our thoughts and ideas undergo deep transformations. However, the curriculum will not be concerned with modern ideas alone, but will also incorporate basic premises from the classical civilizations and ideas of the great thinkers. (Emphasis on liberal arts education aiming at self-relativization and critical thinking)
3. Going beyond instruction that is related to skills and knowledge, the curriculum will emphasize the fostering of students' ideas; identifying problems; and developing the ability to arrive at 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. By offering a broad range of courses, the curriculum encourages students to establish policymaking abilities required of national leaders who are knowledgeable in a broad range of areas.

II Students

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

III Courses (in alphabetical order; courses offered are subject to change)

1. Required Courses (6credits)
  - Economic Development of Japan
  - Global Governance: Leadership & Negotiation
  - Introduction to Japan
2. Core Elective Courses (At least 6 credits)
  - Comparative Politics
  - Government and Politics in Japan
  - International Political Economy
  - Introduction to International Relations
  - International Security Studies
  - Introductory Microeconomics
  - Microeconomics I
  - Structure and Process of Government
3. Recommended Courses (Credits for the graduation requirement)
  - Development Economics
  - Government and Market
  - Innovation, Sustainability and Uncertainty
  - International Trade
  - Japanese Development Cooperation
  - Japanese Financial System
  - Japan's ODA

- Local Governance in the Changing World
- Local Government Finance
- Local Government System
- Macroeconomics 1
- National Security Policy
- Public Economics
- Social Science Questions and Methodologies

4. Colloquium (2credits)

This course will provide an opportunity to listen and discuss various issues with young government leaders and frontrunners in various fields. The colloquia will be organized five times in each of the fall and spring terms.

5. Independent Study (6credits)

Students will produce a research paper on a topic of their choice, under the guidance of designated advisors. Students are allowed to conduct related fieldworks upon request.

6. Field Trip (2credits)

Field Trips to a variety of places, such as regional offices of the central government, local governments, industrial facilities, historical heritage, and cultural assets in the different regions of Japan will be arranged during the fall and spring terms.

7. Other Educational Activities

Japanese Language Class

All lectures are conducted in English, making it unnecessary for students to master Japanese. However, Japanese language courses will be offered to students who wish to further their knowledge of Japanese language and culture.

IV Further information

For more information on GRIPS, please visit: <http://www.grips.ac.jp/>

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 2011 (School of Government)  
 ヤング・リーダーズ・プログラム留学生（行政コース）

INSTRUCTIONS (記入上の注意)

- The application must be typewritten if possible, or neatly handwritten in block letters. (明瞭に記入すること。)
  - Numbers should be in Arabic figures. (数字は算用数字を用いること。)
  - Year should be written in the Anno Domini system. (年号はすべて西暦とすること。)
  - 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 in your native language (姓名 (自国語))

(Sex)  
 Male (男)  
 Female (女)

\_\_\_\_\_  
 (Family Name/Surname) (First Name) (Middle Name)

In Roman Block Capital Letters (if written in the passport, follow that form)  
 (ローマ字、パスポート表記がある場合は、それに合わせること)

(Marital Status)  
 Single (未婚)  
 Married (既婚)

\_\_\_\_\_  
 (Family Name/Surname) (First Name) (Middle Name)

2. Nationality (国籍)

2-2: Possession of Japanese nationality (日本国籍を有する者)  Yes, I have. (はい)  
 No, I don't have. (いいえ)

3. Date of Birth (生年月日)

19 \_\_\_\_

\_\_\_\_  
 Year (年) Month (月) Day (日) Age (年齢) : as of October 1, 2011  
 (2011年10月1日現在の年齢)

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 status: with the name of the university enrolled, or of employer (現職 (在学大学名又は勤務先名まで記入すること。))及びその電話番号、ファックス番号又はEメールアドレス

Present Position	Division/Section	Organization
_____	_____	_____
Phone	Fax	E-mail
_____	_____	_____

5. Present home address and telephone number, facsimile number, E-mail address (現住所及び電話番号、ファックス番号又はEメールアドレス)

Address

\_\_\_\_\_

Phone	Fax	E-mail
_____	_____	_____

\* If possible, write an E-mail address where you can be contacted for periods that include the time before you come to Japan, your stay in Japan and the period after you return home.  
 (可能な限り、渡日前～日本留学中～帰国後にわたり使い続けることが予想されるEメールアドレスを記入すること。)

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 Enrollment and Graduation (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)	years (年)	
	Elementary School (小学校)	To (卒業)	and months (月)	
Secondary Education (中等教育)	Lower Secondary School (中学)	Name (学校名) Location: City, Country (所在地: 都市, 国)	From (入学) To (卒業)	years (年) and months (月)
	Upper Secondary School (高校)	Name (学校名) Location: City, Country (所在地: 都市, 国)	From (入学) To (卒業)	years (年) and months (月)
Higher Education (高等教育)	Undergraduate Level (大学)	Name (学校名) Location: City, Country (所在地: 都市, 国)	From (入学) To (卒業)	years (年) and months (月) *-1
	Graduate Level (大学院)	Name (学校名) Location: City, Country (所在地: 都市, 国)	From (入学) To (卒業)	years (年) and months (月)
Total Years of Schooling Mentioned above (以上を通算した全学校教育修学年数)			years (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。)

- Notes: 1. Exclude kindergarden and/or nursery school education. (幼稚園・保育所教育は含まれない。)
2. Preparatory education for university admission is included in upper secondary school. (いわゆる「大学予備教育」は中等教育に含まれる。)
3. If the applicant has passed the university entrance qualification examination, indicate this in the blank with \*-1. (「大学入学資格試験」に合格している場合には、その旨を\*-1欄に記入すること。)
4. Any school years or levels skipped should be indicated in the fourth column (Diploma or Degree awarded, Major Subject, Skipped years and levels). (Example: Graduated high school in two years, etc.)  
(いわゆる「飛び級」をしている場合には、その旨を該当する教育課程の「学位・資格, 専攻科目, 飛び級の状況」欄に記載すること。  
(例: 高校を飛び級により2年で卒業))

8. Employment Record (in the last 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)	Work Experience (職務内容)	Period of Employment (勤務期間)
Present occupation: To be shown in the former page (現職：前のページに表記済)				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自己負担である。

Name (氏名)	Relationship (続柄)	Age (年齢)

13. Is there anyone in your family who has been awarded or is applying for a Japanese Government (MONBUKAGAKUSHO: MEXT) Scholarship?

If yes, please fill in the blanks 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 a Japanese Government (MONBUKAGAKUSHO: MEXT) Scholarship in the past? If yes, please fill in the blanks 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 2011, and hereby apply for this scholarship.

(私は2011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)

\_\_\_\_\_

## **Essay Questions**

The following essay questions will provide us with more information about you and your reasons for applying to the Young Leaders' Program.

Your essays must be typed. Please use A4-size paper or 8 1/2" x 11" paper. Limit your responses to the maximum number of words designated for each question. Use standard double-spaced lines. Your name should appear at the top of each separate sheet of paper. The number of the essay question should precede every essay. Staple the essays together and submit them with the other application materials.

1. What are your most significant accomplishments, activities, and life experiences to date? Please emphasize the events which highlight your unique abilities and personality. (maximum 500 words)
2. What is your leadership philosophy? Describe key individuals and/or experiences that shaped your philosophy. Also describe how mistakes by you or others influenced your thinking. (maximum 500 words)

### Supplemental Question

3. How did you become interested in the Young Leaders' Program? Please list specific information sources such as publications, alumni, faculty, and websites. (maximum 200 words)



健康診断書

CERTIFICATE OF HEALTH (to be completed by the examining physician)

日本語又は英語により明瞭に記載すること。  
Please fill out (PRINT/TYPE) in Japanese or English. Do not leave any items blank.

氏名 Name: \_\_\_\_\_  
Family name, First name Middle name

男 Male 生年月日 Date of Birth: \_\_\_\_\_ 年齢 Age: \_\_\_\_\_  
女 Female

1. 身体検査  
Physical Examinations

① 身長 Height \_\_\_\_\_ cm 体重 Weight \_\_\_\_\_ kg

② 血圧 Blood pressure \_\_\_\_\_ mm/Hg ~ \_\_\_\_\_ mm/Hg 血液型 Blood Type

ABO	RH	+
		-

脈拍数 Pulse Rate \_\_\_\_\_ /min 整 regular 不整 irregular

③ 視力 Eyesight: (R) \_\_\_\_\_ (L) \_\_\_\_\_  
裸眼 without glasses 矯正 with glasses or contact lenses

④ 聴力 Hearing: 正常 normal 低下 impaired  
言語 speech: 正常 normal 異常 impaired

2. 申請者の胸部について、聴診とX線検査の結果を記入してください。X線検査の日付も記入すること（6ヶ月以上の検査は無効）  
Please describe the results of physical and X-ray examinations of applicant's chest x-ray (X-ray taken more than 6 months prior to the certification is NOT valid).



肺 Lung: 正常 normal 異常 impaired  
Date \_\_\_\_\_  
Film No. \_\_\_\_\_

心臓 Cardiomegaly: 正常 normal 異常 impaired

↓  
異常がある場合 心電図  
If impaired: Electrocardiograph  
正常 normal 異常 impaired

Describe the condition of applicant's lung.

3. 現在治療中の病気 Disease Treated at Present: Yes (Disease: \_\_\_\_\_) No

4. 既往症 Past history: Please indicate with +, or - and 回 in the date of recovery

Tuberculosis..... ( . . . ) Malaria..... ( . . . ) Other communicable disease..... ( . . . )  
Epilepsy..... ( . . . ) Kidney Disease..... ( . . . ) Heart Diseases..... ( . . . ) Diabetes..... ( . . . )  
Drug Allergy..... ( . . . ) Psychosis..... ( . . . ) Functional Disorder in extremities..... ( . . . )

5. 検査 Laboratory tests

検尿 Urinalysis: glucose ( ), protein ( ), occult blood ( ), 検便 Feces: Parasite (egg of parasite) (+, -)

赤沈 ESR: \_\_\_\_\_ mm/Hr, WBC count: \_\_\_\_\_  $\times 10^3 / \mu l$ , RBC: \_\_\_\_\_  $\times 10^9 / \mu l$ , Hemoglobin: \_\_\_\_\_ g/dL

AST (GOT): \_\_\_\_\_ u/L, ALT (GPT): \_\_\_\_\_ u/L

6. 診断医の印象を述べて下さい。  
Please describe your impression.

7. 志願者の既往歴、診察・検査の結果から判断して、現在の健康の状況は十分に留学に耐えうるものと思われますか？  
In view of the applicant's history and the above findings, is it your observation his/her health status is adequate to pursue studies in Japan? yes  no

日付 Date: \_\_\_\_\_ 署名 Signature: \_\_\_\_\_

医師氏名 Physician's Name in Print: \_\_\_\_\_

検査施設名 Office/Institution: \_\_\_\_\_  
所在地 Address: \_\_\_\_\_

# Recommendation Form

To the Applicant

Please complete only the top portion of this form. Your recommender should complete the rest of the form.

Your Name (Family)	(Given)	(Middle)

To the Recommender

The person whose name appears above is applying for admission to the Young Leaders' Program.

Please provide your recommendation on your own letterhead or stationery. The Admissions Committee values the recommender's direct contact with the candidate. In your letter, please answer the following questions as candidly and specifically as possible:

Please return this form and your recommendation to the applicant in a sealed envelope, with your signature across the seal. The applicant will submit the sealed, signed envelope to us as part of the completed application package.

The Admissions Committee is aware of the time and care necessary to prepare this form. We gratefully acknowledge your help.

**Note: If you recommend the applicant for the Business Administration Course, you need not answer the questions marked with \*.**

1. How long and in what capacity have you known the applicant?

2. How often have you observed the applicant? (Please tick one box)

- every day     3 or 4 times a week     1 or 2 times a week     1 or 2 times a month  
 less than once a month

3. Please provide a short list of specific activities which demonstrate the applicant's salient talents and strength, e.g., leadership, creativity.

\*4. Please discuss observations you have made concerning the applicant's leadership abilities.  
(Please tell the reason to judge that the applicant has a possibility to be a leader in your home country.)

5. Please discuss observations you have made concerning the applicant's interpersonal skills.

\*6. Please discuss observations you have made concerning the applicant's innovative/creative capabilities.



\*9. Please write if you have any comment.

Please provide telephone numbers should the Admissions Committee feel a need to contact you regarding the reference.

Business Telephone Number \_\_\_\_\_

Home Telephone Number \_\_\_\_\_

Recommender's Signature \_\_\_\_\_

Recommender's Name (please print) \_\_\_\_\_ Date \_\_\_\_\_

Position or Title \_\_\_\_\_ Organization \_\_\_\_\_

Business Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

YLP-GRIPS  
School of Government/  
School of Local Governance  
2010-2011

NATIONAL GRADUATE INSTITUTE FOR POLICY STUDIES

# GRIPS Young Leaders Program





Masahiro Horie  
Professor

I would like to welcome you to the Young Leaders Program at the National Graduate Institute for Policy Studies (GRIPS).

GRIPS was established in 1997 as a government-sponsored unique graduate school and research institute, superseding Saitama University's Graduate School of Policy Studies which is the first graduate school for policy studies in Japan.

As an international center of excellence for the education of future leaders in the policy area GRIPS aims to strengthen democratic governance in both Japan and the world. Young Leaders Program at GRIPS, which is sponsored by the Japanese Government with scholarship to students, is designed to provide young leaders opportunities to expand their knowledge of global,

regional and Japanese politics, public administration and economies in comparative, historical and contemporary perspectives.

Young Leaders Program is offered by two schools at GRIPS; School of Government and School of Local Governance. At each school, curriculum covers wide range of issues and topics concerned with government in general and specific policies. Not only academic professors but also eminent ex-government official professors compose the faculty to support the program.

We have the strong network of alumni of GRIPS and the Young Leaders Program.

I hope you to join the Young Leaders Program to enrich you and contribute to the country, society and global community in your future career which I believe will be full of various opportunities.

## Message from Deputy Director (School of Government)

All the YLP students have wonderful time at GRIPS. Some former students even asserted that the time they spent with us was the best in their lives. Whether the best or not, it is important for you to have good experience with us. That is what we always care about. Get the opinion of the former YLP students. I am sure that they will tell you to join us. Come. We are waiting for you.



Ikuo Shimomura  
Professor

## Message from Deputy Director (School of Local Governance)

Nowadays establishing the capable and efficient local government system is a big challenge in many countries. YLP-GRIPS School of Local Governance was newly launched to cope with it in 2009. We heartily welcome highly-motivated applicants who want to be the future leaders in this challenging local governance field.



Kiyotaka Yokomichi  
Professor

## Objectives

- To cultivate future national leaders in Asia and other region
- To form comprehensive human networks among national leaders
- To establish friendly relations between the participating countries, including Japan
- To improve the quality of policy planning in participating countries

## Courses

GRIPS-YLP offers two programs of study.

### School of Government

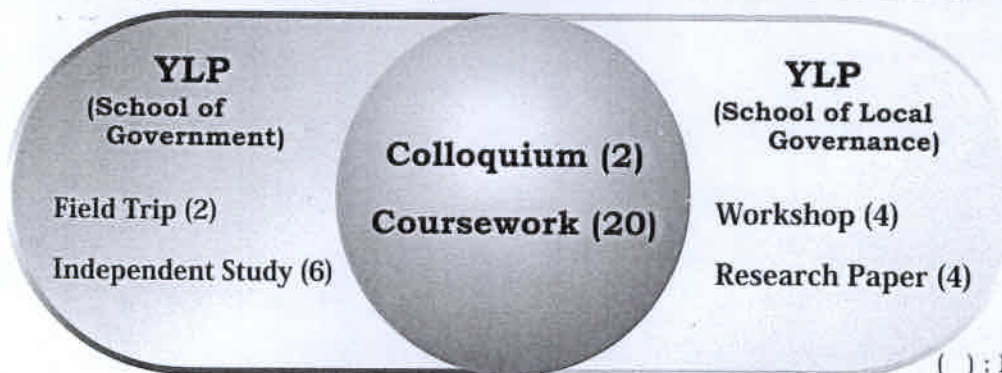
A broad range of courses that encourages students to develop the policymaking aptitude required of national leaders who are well-versed in various areas.

### School of Local Governance

Economic development increases a country's need for local government that is capable in areas such as education, health, social welfare, and local development. This program aims to cultivate leaders and other core personnel through the study of advanced theories on local governance and practices in Japan.

## Curriculum

- The Young Leaders Program comprises Four Elements (minimum 30 Credits)



### Language

The GRIPS Young Leaders Program is conducted solely in English.

### Duration

One year (October to September)

## Eligible Countries

(School of Government)

P. R. China, Rep. of Korea, Indonesia, Malaysia, the Philippines, Singapore, Thailand, Brunei Darussalam, Vietnam, Laos, Myanmar, Cambodia, Mongolia, Kazakhstan, Kyrgyzstan, Turkmenistan, Uzbekistan, Bangladesh, India, Pakistan, Sri Lanka, Turkey, Australia, Hungary, Czech Republic, Slovakia, Poland, Bulgaria, Romania (29 countries in all)

(School of Local Governance)

P. R. China, Rep. of Korea, Indonesia, Malaysia, the Philippines, Thailand, Vietnam, Laos, Myanmar, Cambodia, Mongolia, Kazakhstan, Uzbekistan, India, Pakistan, Hungary, Czech Republic, Poland, Romania (19 countries in all)





# C

# urriculum Overview

## ● Coursework

GRIPS offers a broad range of courses in Economics, Political Science, International Relations, and Public Administration. Students can select subjects in accordance with their interests and needs.

## ● Colloquium

Meeting five times in the fall and five times in the spring, this course provides the opportunity to learn from distinguished government leaders and a diverse range of eminent speakers about their unique experiences, through lectures and open discussions.

## ● Independent Study (School of Government)

Students produce a research paper on a topic of their choice, under the guidance of designated advisors. Upon request, students may conduct fieldwork for the study.

## ● Research Paper (School of Local Governance)

Students produce a research paper on a topic concerning local governance, comparing their country with another such as Japan, etc. Students receive guidance in their writing from designated advisors.



Colloquium Lecture: Human Resources Bureau, National Personnel Authority



Independent Study: Presentation by Students

## ● Field Trips (School of Government)

Field trips are arranged during the fall and spring terms. Students visit regional offices of the central government, local government offices, industrial facilities, and historical heritage and cultural assets in different regions of Japan.

## ● Workshop (School of Local Governance)

Workshops, including field trips to local areas in Japan, will be conducted twice in association with other universities, central government ministries, and local governments.



Field Trip: National Institute for Minamata Disease in Kumamoto Prefecture



Work shop: Kusatsu in Gunma Prefecture



# Curriculum for the Academic Year 2010-2011

School of Government		
Category	Course Name	Credit
Required Courses	Economic Development of Japan	2
	Global Governance: Leadership & Negotiation	2
	Introduction to Japan	2
	Colloquium	2
	Independent Study	6
	Field Trip	2
Core Elective Courses	Government and Politics in Japan	2
	Introduction to International Relations	2
	Comparative Politics	2
	International Political Economy	2
	International Security Studies	2
	Structure and Process of Government	2
	Introductory Microeconomics	2
	Microeconomics I	2
Recommended Courses	Macroeconomics I	2
	Government and Market	2
	Public Economics	2
	International Economics	2
	Japanese Financial System	2
	Development Economics	2
	National Security Policy	2
	Japan's ODA	2
	Japanese Development Cooperation	2
	Social Science Questions and Methodologies	2
	Innovation, Sustainability and Uncertainty	2
	Local Governance in the Changing World	2
	Local Government System	2
	Local Government Finance	2
Elective Courses	Selected Topics above and/or Courses unlisted in this table	2

School of Local Governance		
Category	Course Name	Credit
Required Courses	Local Government Finance	2
	Local Government System	2
	Local Governance in the Changing World	2
	Introduction to Japan	2
	Colloquium	2
	Research Paper	4
	Workshop I	2
Core Elective Courses	Workshop II	2
	Government and Politics in Japan	2
	Introduction to International Relations	2
	Global Governance: Leadership & Negotiation	2
	Economic Development of Japan	2
	Structure and Process of Government	2
	Introductory Microeconomics	2
	Microeconomics I	2
Recommended Courses	Macroeconomics I	2
	Government and Market	2
	Public Economics	2
	International Economics	2
	Japanese Financial System	2
	Development Economics	2
	Japan's ODA	2
	Japanese Development Cooperation	2
Elective Courses	Social Science Questions and Methodologies	2
	Innovation, Sustainability and Uncertainty	2
Elective Courses	Selected Topics above and/or Courses unlisted in this table	2

# N umber of Students

Country	School of Government										School of Local Governance		Total
	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2009-2010	2010-2011	
P.R.China	4	3	3	2	2	1	2	2	2	2	1	0	24
Rep. of Korea	0	0	0	0	0	0	0	0	2	2	—	—	4
Indonesia	0	1	0	1	2	1	1	2	1	2	0	1	12
Malaysia	0	0	1	1	0	2	2	1	1	2	1	1	12
Philippines	0	1	1	1	2	1	0	0	1	0	2	2	11
Singapore	—	—	1	1	0	0	1	0	1	1	—	—	5
Thailand	1	1	0	1	1	1	1	3	0	2	1	2	14
Brunei Darussalam	—	0	1	0	0	0	0	0	0	0	—	—	1
Vietnam	0	0	0	0	1	0	1	1	0	0	1	0	4
Laos	1	1	1	1	0	0	1	0	1	1	2	2	11
Myanmar	1	0	0	2	2	1	1	2	1	1	0	0	11
Cambodia	1	0	1	0	1	1	1	0	2	0	2	2	11
Mongolia	1	0	0	1	0	2	0	2	1	0	0	0	7
Kazakhstan	1	1	0	1	2	1	1	1	1	1	0	0	10
Kyrgyz	1	1	1	2	0	1	0	0	0	0	—	—	6
Turkmenistan	0	0	0	0	0	0	0	0	0	0	—	—	0
Uzbekistan	2	1	2	0	0	2	1	1	2	2	0	1	14
Bangladesh	—	—	—	—	—	—	—	1	1	3	—	—	5
India	0	2	1	0	1	2	2	0	0	0	0	0	8
Pakistan	—	—	—	—	—	—	—	0	0	1	1	1	3
Sri Lanka	—	—	—	—	—	—	—	1	1	0	—	—	2
Australia	0	1	1	0	1	1	2	1	1	0	—	—	8
Hungary	1	0	0	0	1	1	0	1	0	0	0	0	4
Czech	1	1	0	1	1	1	0	0	0	1	1	0	7
Slovakia	1	0	0	1	0	0	0	0	0	0	—	—	2
Bulgaria	—	—	—	—	—	—	—	—	—	1	—	—	1
Poland	1	1	1	1	0	1	1	1	0	1	0	0	8
Romania	0	0	0	0	1	0	1	0	1	0	0	0	3
<b>Total</b>	<b>17</b>	<b>15</b>	<b>15</b>	<b>17</b>	<b>18</b>	<b>20</b>	<b>19</b>	<b>20</b>	<b>20</b>	<b>23</b>	<b>12</b>	<b>12</b>	<b>208</b>

As of May 2010

## School of Government

If you read the information in this brochure, it means you are one step closer to becoming a member of an international community of elite policy makers established in exciting and vibrant Tokyo. As an YLP student, I felt both challenged and privileged to be part of this network at GRIPS. What makes this program unique is the possibility to establish connections with Japanese top policy makers through colloquiums. This opportunity, along with a wide spectrum of courses to choose from, forums, and field trips have allowed me to understand the Japanese perspective on policy making and the factors shaping it. Moreover, the international nature characterizing the body of students and professors facilitated a fruitful exchange of views, thus broadening this perspective and establishing all premises for cross-cultural communication. The academic excellence, the courses relevant to public policy, and the unique opportunity to connect with Japanese community leaders, have enriched my knowledge and personal experience. During the one year of enrollment at GRIPS, I have discovered Japan not only from the eyes of a student, but from those of a policy maker and tourist.



**POPA Anca**

Attaché, Economic Diplomacy Division, Ministry of Foreign Affairs,  
Romania (Enrolled in 2009)



I am privileged to be selected for this unique and prestigious YLP-School of Government. The program is not restricted to purely academics but is fitted to government practitioners like us who belong to different agencies in our respective countries. We have a variety of courses to select with depending on our area of interests, as well as several field visits in addition to colloquium which shares practical experiences of the Japanese government agencies, and even the chance to meet top Japanese public officials. As YLP students, we have the opportunity to also impart our thoughts and experiences among ourselves to further understand global trends and best practices in the public sector. Lastly, the GRIPS professors and staffs are rich with academic and professional experience and are always ready to assist the students in their studies and life in Japan.

With the knowledge, experience and especially the social network I gained through this program, I feel confident that I will be able to contribute more to my country and its people. Gambatte kudasai!

**Merenchige Jagath Samantha RAVISINGHE**

Assistant Commissioner, Department of the Commissioner General of Samurdhi, Ministry of Economic Development  
Sri Lanka (Enrolled in 2009)

## School of Local Governance

Writing about my experience with Young Leaders Program (YLP) is not exactly a simple task. The adventure has not yet ended. But above all, one paragraph definitely will not be sufficient to draw the actual. I thought summing up three of YLP's most significant features will do for the moment. And here it goes. First, if you think the warm welcome will be over as you get settled in your new room, you are in great wrong. I can say that the heartfelt and sincerity of the helpful staffs, seniors and professors is here till the graduation. Next, there is the unique educational approach outlined specially for the YLP participants. Lectures were given by the best teachers in town. I can name my favourites but the space is just not long enough. Also, learning experience is not limited to classroom and library. So, look forward to colloquium, field trips and workshops. Finally, the social life here is simply extraordinary. Do not turn down party invitation and you'll see yourself surrounded by new friends in a blink. I am pretty sure some might feel really nervous about new environment as I was. But trust me, you'll feel like home in no time.



**Akhmal bin Abu Basar**

Principal Assistant Secretary of Development Division, Ministry of Women, Family and Community Development  
Malaysia (Enrolled in 2009)



Previously, my knowledge on the workings of local governments is basically shaped by my experience as a local government operations officer in my country. But now, having studied at GRIPS under the YLP-School of Local Governance, I can say that my perspective in the field became wider and richer. Apart from grasping basic frameworks and theories, I mostly enjoy learning from Japan and other countries' experience on decentralization, local government finance, structures and policies, innovations and reform, and the dynamics of local governance as a whole. I was inspired on how developed countries made drastic administrative reforms in the past and got the benefits out of those brave decisions. I am certain that you will have similar realization when your turn comes to learn about them... just be inquisitive and free your mind for a new stock of knowledge. Finally, applying what we learned is essential in influencing and in trying to effect change for the benefit our respective governments and our people.

**Girlie M. ZARA**

Local Government Operations Officer V, Bureau of Local Government Supervision Department of the Interior and Local Government  
Republic of the Philippines (Enrolled in 2009)

# **E**mbracing Diversity in Pursuit of Excellence

## **Faculty Members**

GRIPS has approximately 70 full-time faculty members from a variety of backgrounds. Many of them have served as central and local government officials, diplomats, bankers, or business executives. This enables an effective combination of rigorous academic courses complemented by professional expertise and experience.

For more information on our faculty members, please see: <http://www.grips.ac.jp/about/directory.html#full>



## **YLP Alumni**

One of the greatest resources and joys of studying at GRIPS is the diversity of the international student community. Our alumni are spread around the globe and GRIPS therefore maintains a worldwide network of local and regional Alumni Groups. These groups provide an extensive network to help alumni keep in touch with each other and with GRIPS. They also offer an exciting forum for meetings and discussions, as well as a variety of social gatherings and events for their members.

Since personal contact is the best way to reinforce ties between alumni and the school, GRIPS places great emphasis on alumni gatherings and reunions. In addition to overseas missions undertaken especially for the purpose of meeting with alumni, GRIPS professors and staff schedule an alumni reunion every time they visit a country (e.g., for research or recruitment) where graduates reside. On average, alumni gatherings attended by GRIPS professors and staff are held in some twenty-five countries every year.

For further details and a full list of alumni representatives around the world, please visit the GRIPS website: <http://www.grips.ac.jp/alumni>



# Life at GRIPS

## Location

GRIPS is located in Roppongi, the heart of Tokyo and near the central government offices where Japanese policies are formed. Roppongi is regarded as one of Tokyo's major cultural centers, combining culture, education, business and residential areas. Right next door to GRIPS is the National Art Center, Tokyo, Japan's largest exhibition space and, with its eye-catching design, a work of art in itself. Roppongi is also a business center, not only for Japan but for the world, with many famous international enterprises headquartered in the area.

(Map of Japan, Photo of Tokyo)



Photo by Masao Nishikawa



## Housing

The GRIPS Student Office can help students find accommodation in Japan. The majority of Young Leaders Program students stay at the Tokyo International Exchange Center (TIEC) Residence Halls. However, the number of available rooms is insufficient to accommodate all students and therefore some, especially those who wish to bring their families, stay in private or other dormitory accommodation. Please visit the TIEC's website: [http://www.tiec.jasso.go.jp/residence/index\\_e.html](http://www.tiec.jasso.go.jp/residence/index_e.html)

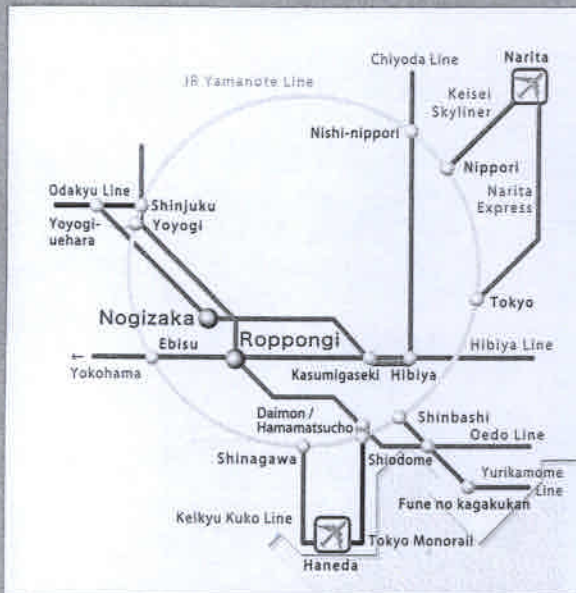
## Scholarship

An allowance of 258,000 yen per month (in FY2010) will be provided for one year, starting from October. This allowance is inclusive of housing, living expenses, insurance (National Health Insurance, etc.), and miscellaneous expenses for books and study materials. In addition to the monthly allowance, students will be provided with economy airfares to/from Japan and have their expenses for field trips covered. No additional allowance is provided for accompanying family members.

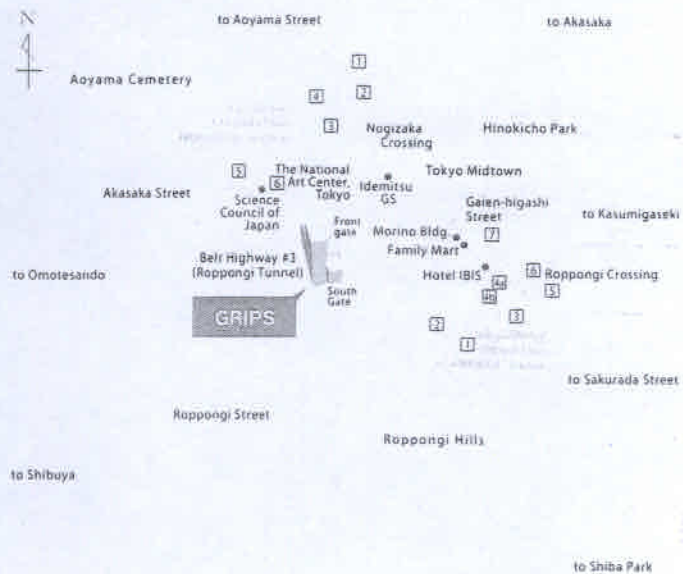
## Estimated Cost of Living in Tokyo

Item	Cost (per person, per month)
Accommodation (Single Room Rental)	JPY70,000
Food	JPY40,000
Transportation	JPY15,000
Books and Study Materials	JPY10,000

N.B. This cost is based on a rough estimate of a comfortable student lifestyle. The actual cost could be higher or lower depending on the individual's expenditure and lifestyle pattern.



A 5-minute walk from Roppongi station (exit 7) on the Toei Oedo subway line  
 A 10-minute walk from Roppongi station (exit 4) on the Hibiya line of Tokyo Metro  
 A 6-minute walk from Nogizaka station (exit 3 or 5) on the Chiyoda line of Tokyo Metro



### Contact Information

For more detailed information about the Young Leaders Program,  
 please ask the appropriate office at the Japanese Embassy in eligible countries.  
 For information about GRIPS, please access our website at: <http://www.grips.ac.jp>



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**GUIDANCE  
FOR  
JAPANESE GOVERNMENT (MONBUKAGAKUSHO:MEXT) SCHOLARSHIP FOR 2011  
YOUNG LEADERS PROGRAM (YLP) STUDENT**

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## I INFORMATION CONCERNING THE RECRUITMENT OF STUDENTS

### I 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;

### **I 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** and a different culture.
- e Candidates must have a rich international cultural understanding.
- f Candidates must not have Japanese nationality and dual nationality between his/her country and Japan.
- 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		1 Original and 4 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 Passport	5 Photocopies
A Copy of Family Register or Certificate of Citizenship	1 Original and 4 Photocopies
<b>English Proficiency Certificate</b>	<b>5 Photocopies</b>
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 the educational institution 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, legal system 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

2010

- Early July. Sending of Application Forms
- By Oct.29th Recommendation of Candidates by Recommending Institution,  
Documents to be Submitted
- Early Nov. The First Screening by Accepting Institutions

2011

- 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.