

The Project for Human Resource Development Scholarship by Japanese Grant Aid (JDS) For Doctoral Degree Program Application Guidelines (Recruitment in JFY2017 for Fellows 2018)

1. Purpose (Basic Principle)

This project aims at fostering future leaders who have well-understanding of Japan and are capable of;

- 1) decision making and policy analysis/ assessment with broad perspectives based on their advanced knowledge and expertise, and
- 2) leading international dialogues as representatives of their own countries and showing strong influence within and out of the country through acquiring global view and building human networks.

2. Qualifications and Requirements (Applicant Eligibility)

【Prospective Candidate】

Those with potentialities to become future **leaders who will show substantial influence on policy making**, not to become mere academic researchers.

【Qualifications and Requirements for Sri Lanka】

1. Have a citizenship of the Democratic Socialist Republic of Sri Lanka
2. Be a **JDS Returned Fellow (those completed Master's course of JDS), or those who completed Master's course in Japan**
3. Be **the age of 45 and under** (as of April 1st, 2018)
4. **Have returned to and served for the country for a certain years set by his or her organization** after completion of Master's course
5. Belong to the **Target Group of JDS and his/ her research theme is relevant to the Development Issues of Sri Lanka**
6. In principle, **enroll in the same graduate school of the university where he or she obtained a Master's degree** in Japan. Due to some circumstances, enrollment to other graduate school of the university will be also acceptable.

Components (JDS Development Issues)		Target Group	Maximum Slots
1-1	Public Policy and Public Finance	"Executives/ Senior Executives", those who are mentioned in the Public Administration Circular No.06/2006, Annexure II, Page 2, IV Senior Level, and Page 5, 3.10 & 3.11. * Board of Investment (BOI) staffs can apply for 1-3. ** 4 Semi-government organization staffs can apply for 1-4)	2
1-2	Economics including Development Economics		
1-3	Business Management		
1-4	Environment Management/ Disaster Management and Climate Change		

** 4 Semi-government organizations: National Building Research Organization (NBRO), Central Environmental Authority (CEA), National Water Supply and Drainage Board (NWSDB), Waste Management Authority (WMA)

【Fixed Requirements for all JDS countries】

1. Those with proper understanding of the purpose of JDS Project and strong willingness to contribute to the development of their country after completion and return to their country
2. Those with prospect of completing the Doctoral course in 3 years (maximum period: 3 years)
3. Those with recommendation from their workplace (Reference Letter should contain evaluation of applicant's performance at work and relevance of his/her research theme to his/her career.)
4. Those with recommendation from their expected academic adviser of proposed accepting university (Submission of a draft academic guidance outline /supervising plan is desirable)
5. Those satisfy work obligation at current workplace after the completion of master's course and their return to the country (e.g. minimum years of work after return, etc.)
6. Those have not obtained Doctoral degrees overseas under the support of other foreign government scholarship programs. And those who are currently not awarded or not scheduled to receive another scholarship from other foreign donors
7. Those physically and mentally in good health

3. Study Period and Enrollment Time

1. Study Period: Maximum 3 years
2. Enrollment time: Spring 2018

* Tuition fees and allowances will be provided until March 2021.

【Recommended Modality of Study】

It is recommended that JDS Fellows will stay in Japan up to 2 years for research conducted in Japan and obtain Doctoral degree within 3 years, since it is assumed that leaving current workplace for a long period of time would be difficult for competent civil servants.

Example of recommended modality of study:

Application will be made with sufficient preparation such as data collection and preliminary preparation for collaborative research with their expected academic advisors. Once admitted, the JDS Fellows will stay and study in Japan for 2 years. During their stay in Japan, they will obtain experiences by presenting at international academic conferences and seminars. During the third year, the Fellows will come back and stay in their home country for work at their own governmental organization. The Fellows will receive remote assistant and guidance by academic advisors and moreover both Fellows and their academic advisors will shuttle between Japan and the fellows' countries. (Travel expenses will be covered within the budget framework.)

4. Recruitment/ Application and Selection

In addition to recruitment for Master's course of JDS, recruitment and selection for Doctoral course will be conducted as below. The procedures will be revised for the next year and after.

1. Recruitment Period: Middle of August to October 6, 2017

Announcement and promotion among JDS Returned Fellows and others will be made.

2. Selection (Interview) by JDS Operating Committee: October 26, 2017

After the Basic Check of applications, the interviewers appointed by JDS Operating Committee will conduct interview. In case the total number of applications is more than six (triple of the number of slot), document screening by JDS Operating Committee will be conducted before the interview.

3. Approval of Candidates by JDS Operating Committee: October 26, 2017

The number of candidates is up to the maximum number of slot (2).

4. Application to Universities: November 2017 to January 2018

5. Screening by Each University: December 2017 to February 2018

*** In principle, no examination will be conducted in Japan. If it is necessary for the university, the preliminary consultation with JICA will be required.**

6. Notification of Screening Result by Universities: February 2018

7. Announcement of Successful Candidates by the Operating Committee: February 2018

【Tentative Schedule from / Application to Enrollment】

2017			2018		
Aug. - Sep	Oct. - Nov	Nov. – Dec.	Jan. – Feb.	Mar.	Apr.
Call for Application	Selection by O/C	Application for the University	Screening by the University	Arrival in Japan	Enrollment in the University

*O/C=JDS Operating Committee

5. Selection (Evaluation) Criteria

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

1. Leadership Qualifications

- Track records of demonstrating leadership
- Accomplishments and visions to contribute to the development of the country
- Enthusiasm for future development and growth of the country
- Achievements at work (e.g. work history, contributions, utilization of outcomes of JDS),
- Consistency between the career up to the present and the research theme/ future vision in terms of contribution to the policy making and implementation)

2. Relevance of the Research Theme to the Development Issues of the Target Country

Prospect of the achievement of their research towards improvement of the development Issues in their country, etc.

3. Academic Transcripts and Academic Accomplishments in the Master's Course

Sufficient academic results, experiences of publishing peer reviewed papers, experiences of presenting at academic conferences/ seminars, etc.

4. Readiness of the Accepting University

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

6. Award Benefits

1. The scholarship grant is equivalent to that of MEXT Scholarships for Doctoral course
2. Amount for each allowance is equivalent to that of JDS Master's program.
3. Round-trip airfare to Japan

7. Expenses Paid to the Accepting University

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

8. Support for the Fellows while in Japan

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

9. Application Procedures

1. Application Documents:

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

1) List of Application Documents

Doc No.	Application Documents	Remarks	Required number to be submitted			
			JICE		His/ Her Ministry or Organization	ERD
			Original/ Certified True Copy	Copy of the Original	Copy of the Original	Copy of the Original
1	Application Form – with Photo (4cmX3cm) (Use designated form)	<ul style="list-style-type: none"> ➤ Attach a photo (taken within the past 3 months) to the 1st page of each of the 5 sets. ➤ Affix your signature on the lower right-hand corner of EACH PAGE. 	1	2	1	1
2	Official certificate of English ability	<ul style="list-style-type: none"> ➤ Submit a grade certificate from an English Language Ability Test such as TOEFL or IELTS. (Photocopies are acceptable). *Only the Test taken in the two-year period preceding the application deadline is acceptable **If you do not have such test result, please consult with JICE JDS Office. 		3	1	1
3	Official Transcript of Records of Master's degree course	<ul style="list-style-type: none"> ➤ Must contain grades for all the credits earned ➤ 5 notarized copies of the original 	1			
4	University Certificate/Diploma (Master's degree)		1	2	1	1
5	Professional Reference Letter (Use designated form.)	<ul style="list-style-type: none"> ➤ Must be filled out by the current supervisor ➤ Must be sealed in a legal sized envelope upon submission ➤ Must be written in English. 	1			
6	Academic Reference Letter (Use designated form.) - academic	<ul style="list-style-type: none"> ➤ Must be filled out by the expected academic advisor of the applying university ➤ Must be directly submitted from the supervisor to JICE JDS Office via e-mail. 	1			
7	Copy of Passport	<ul style="list-style-type: none"> ➤ Identification pages only. 		3	1	1
8	Employment Record	<ul style="list-style-type: none"> ➤ Photocopies of all pages attested by the personnel department ➤ Accompanied with notarized translation in English 	1	2	1	1
9	Service Confirmation Letter (Use designated form.)	<ul style="list-style-type: none"> ➤ Copy of the confirmation letter with English translation by sworn translator 	1	2	1	1

2) Notes

- Five (5) sets of Application Documents are required. To prepare the sets, you need to distinguish three types of documents. (Original / Certified True Copy / Copy of Original)
- All documents written in the language other than English need notarized English translation. (Self-translation is not acceptable.)
- Use only A4 size paper for all Copy Sets.
- Do not staple the documents but clip on them.
- Submit a "Letter of Explanation" in case wrong information (e.g. wrong spelling of name, birthday, etc) is contained in official documents due to administrative errors.
- Make your own extra copy of the Application Documents before submission.

3) Submission of Application Documents

■ Notes

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

■ Deadline for Applications

Applications must be submitted to the Department of External Resources, Ministry of National Policies & Economic Affairs by October 6th, 2017.

10. Contacts

JICE JDS Project Office in Sri Lanka

Ms. Sajeewa Gunawardane

e-mail: jds.srilanka@jice.org

Tel: 011 259 3331

**Add: No. 93 A 2/1, Thimbirigasyaya Road, Colombo 05, the Democratic Socialist
Republic of Sri Lanka**

END