



**KEMENTERIAN PERENCANAAN PEMBANGUNAN NASIONAL/
BADAN PERENCANAAN PEMBANGUNAN NASIONAL
REPUBLIK INDONESIA**

JALAN PROKLAMASI NOMOR 70 JAKARTA 10320
TELEPON (021) 31928280, 31928285; FAKSIMILE (021) 3103705
www.pusbindiklatren.bappenas.go.id

Nomor : 1714/P.01/12/2017 29 Desember 2017
Lampiran : 1 (satu) berkas
Hal : **Seleksi Beasiswa “*Global Public Leadership Program*”
Tahun 2018**

Yth.:

Kepala Biro/Bagian Kepegawaian/SDM Kementerian/Lembaga;

Sejalan dengan fungsinya sebagai Instansi Pembina Jabatan Fungsional Perencana dan dalam rangka meningkatkan kompetensi aparatur sipil negara (ASN) yang akan berkontribusi dalam proses pengambilan keputusan di pemerintahan, Kementerian PPN/Bappenas bekerja sama dengan *Japan International Cooperation Agency (JICA)* membuka kesempatan bagi para ASN di kementerian/lembaga terlampir untuk mengikuti Program Beasiswa ***Global Public Leadership Program (GPLP)*** yang dikelola Pusat Pembinaan, Pendidikan dan Pelatihan Perencana (Pusbindiklatren) Bappenas tahun 2018. Program Beasiswa GPLP meliputi Pendidikan dan Pelatihan (Diklat) Gelar jenjang S2 dan S3 Luar Negeri Jepang.

Calon peserta Program Beasiswa GPLP diharuskan untuk melengkapi seluruh persyaratan sebagaimana terlampir dalam Panduan Program Beasiswa GPLP 2018, yakni formulir pendaftaran baik untuk instansi asal (halaman 14/23) maupun untuk calon karyasiswa (halaman 17/23) serta telah memiliki nilai Tes Potensi Akademik (TPA) dan *test of English as foreign language (TOEFL)* yang masih berlaku per Agustus 2018.

Proses seleksi Program Beasiswa GPLP meliputi tahapan administrasi, tes potensi akademik (TPA) dan *test of English as foreign language (TOEFL)*. Persyaratan administrasi berupa dokumen pendukung harus dikirimkan secara langsung atau melalui jasa pengiriman ke: **Pusbindiklatren Bappenas (Beasiswa Diklat Gelar), Jalan Proklamasi No. 70, Jakarta Pusat 10320, paling lambat tanggal 26 Januari 2018 (cap pos).**

Dokumen pendukung pengusulan calon penerima beasiswa yang perlu dilengkapi adalah sebagai berikut:

1. Surat usulan dari pejabat kepegawaian minimal tingkat Eselon II, yang menyebutkan nama peserta yang diusulkan dan telah memenuhi semua kriteria yang dipersyaratkan;
2. Hasil cetak formulir registrasi yang telah diisi lengkap, bermeterai, bertanda tangan asli dan cap basah;
3. Salinan ijazah dan transkrip nilai yang telah dilegalisasi dan cap basah;
4. Salinan SK kepangkatan III/a dan SK terakhir yang telah dilegalisasi;
5. Salinan nilai TPA dan TOEFL yang telah memenuhi persyaratan dan masih berlaku per Agustus 2018.

Dapat kami sampaikan pula bahwa pada Program Beasiswa GPLP Tahun 2018, kami mohon kepada setiap **Kelembagaan/Lembaga dapat mengirimkan maksimal 3 (tiga)**

orang calon yang berminat untuk melanjutkan studi pada program S2 dan S3 Luar Negeri Jepang dengan ruang lingkup penelitian sebagaimana terlampir. Berikut kami lampirkan Panduan Program Beasiswa GPLP 2018.

Informasi lebih lanjut dapat diperoleh dengan menghubungi:

Kantor Pusbindiklatren Bappenas
Bidang Penyelenggaraan Pendidikan dan Pelatihan Perencanaan Gelar
Jalan Proklamasi no. 70 Jakarta Pusat 10320
Telepon: 021 31928280, 31928285
Pos-el: pusbindiklatren@bappenas.go.id
Situs: <http://www.pusbindiklatren.bappenas.go.id>.

Atas perhatian dan kerja sama Saudara, diucapkan terima kasih.

Kepala Pusat Pembinaan, Pendidikan
Dan Pelatihan Perencana



Nur Hygiawati Rahayu

Tembusan:

1. Sekretaris Jenderal/Sekretaris Utama Kementerian/Lembaga
2. PPK PPN X Kementerian PPN/Bappenas.

Lampiran Surat Nomor : 1714/P.01/12/2017
Tanggal : 29 Desember 2017

Yth.:

1. Badan Nasional Penanggulangan Bencana (BNPB);
2. Kementerian Energi dan Sumber Daya Mineral;
3. Kementerian Perindustrian;
4. Kementerian Ketenagakerjaan;
5. Kementerian Keuangan;
6. Kementerian Lingkungan Hidup dan Kehutanan;
7. Kementerian Pekerjaan Umum dan Perumahan Rakyat;
8. Kementerian Luar Negeri;
9. Kementerian Koordinator Bidang Kemaritiman;
10. Kementerian Perencanaan Pembangunan Nasional/PPN Bappenas;

Lampiran Surat Nomor : 1714/P.01/12/2017
Tanggal : 29 Desember 2017

Ruang Lingkup Program Studi

NO	KEMENTERIAN/LEMBAGA	RUANG LINGKUP PROGRAM STUDI
1	Badan Nasional Penanggulangan Bencana (BNPB)	<i>Disaster Management</i>
2	Kementerian Energi dan Sumber Daya Mineral	<i>Energy Policies</i>
3	Kementerian Perindustrian	<i>Industrial Developments</i>
4	Kementerian Ketenagakerjaan	<i>Social Welfare</i>
5	Kementerian Keuangan	<i>Macroeconomics</i>
6	Kementerian Lingkungan Hidup dan Kehutanan	<i>Environment Protectiont</i>
7	Kementerian Pekerjaan Umum dan Perumahan Rakyat	<i>Infrastructure Developments</i>
8	Kementerian Luar Negeri	<i>International Politics</i>
9	Kementerian Koordinator Bidang Kemaritiman	<i>International Politics</i>
10	Kementerian Perencanaan Pembangunan Nasional/PPN Bappenas	<i>Macroeconomics</i>

JICA Knowledge Co-Creation Program for Long Term Participants

Overview Information on Global Public Leadership Program FY2018

**国別研修（2018年度）
「公共政策トップリーダー・コース」**

This information pertains to one of the Japan International Cooperation Agency (JICA)'s Knowledge Co-Creation Program (Long-Term). This handout gives information on the overview of the program. This program will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both governments. Each country may have its own schedule and/or qualifications for the program. With regard to the additional information, please contact JICA overseas office in your country.

1. Overview

<For ASEAN member states>

The ASEAN Community was inaugurated in December 2015. The move toward the integration of ASEAN is now on an accelerating trend as stated in “the ASEAN Community Vision 2025” (the “Vision”), which was unanimously adopted by all member states on November 22, 2015.

Each of the ASEAN member states is required to define high-level and complicated policies in order to ensure sustainable development in each country while forming appropriate and good relationships with ASEAN member states and non-ASEAN member countries, including Japan. In addition, there is an increasing need in ASEAN member states for the development of high-level human resources in charge of effective policy-making.

Based on these needs, JICA reviewed its training programs and decided to introduce a new program in order to enhance further support for fostering personnel to contribute to the development of ASEAN member state governments and become future leaders who share a sense of values with Japan.

<For states other than ASEAN member states>

JICA has provided training programs as a part of technical cooperation in various fields. In order to strengthen a network among the recipient countries in the field of social science, JICA will establish a new training course to foster young/middle bureaucrats and academicians in the governments of developing countries who will make influence on policy making processes of their countries in near future. The program was launched first in ASEAN member states and Africa in Japanese Fiscal Year 2017. As for JFY 2018, the program will cover states other than ASEAN countries. The program will provide candidates with special program on Japanese developmental experience as well as obtaining Masters or PhD. degree.

2. Objectives

To develop high level human resources who would contribute to decision making process in the Government with a regional viewpoint and human network in developing countries and Japan.

3. Program Outline

The program consists of the acceptance of scholars from 15 countries including the 8 ASEAN member states (Cambodia, Indonesia, Laos, Malaysia Myanmar, Philippine, Thailand, and Vietnam) and 7 countries (Mongolia, Egypt, Rwanda, Kenya Kyrgyz, Uzbekistan, and Tajikistan)(master’s degree course, Ph.D course, postdoctoral program,

joint research, etc.) and their participation in short-term training courses.

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

The proposed Japanese universities are as follow:

- GRIPS(National Graduate Institute for Policy Studies) *
 - G-Cube (<http://www.grips.ac.jp/g-cube/en/>)
 - 【Degrees offered】 Master's degree, Ph.D. degree, and combined Master's and Ph.D. course

- Waseda University
 - Graduate School of Economics(<https://www.waseda.jp/fpse/gse/en/>)
 - Graduate School of Asia-Pacific Studies(<https://www.waseda.jp/gsaps/en/>)
 - 【Degrees offered】 Master's degree, Ph.D. degree

- Sophia University
 - Graduate School of Global Environmental Studies (<http://www.genv.sophia.ac.jp/english/>)
 - Graduate School of Global Studies (<http://gpqs fla.sophia.ac.jp/>)
 - 【Degrees offered】 Master's degree, Ph.D. degree

- International University of Japan*
 - Graduate School of International Relations(<http://www.iuj.ac.jp/gsir/>)
 - Graduate School of International Management(<http://www.iuj.ac.jp/gsim/>)
 - 【Degrees offered】 Master's degree, Ph.D. degree

- Kyoto University *
 - International Graduate Programme for East Asia Sustainable Economic Development Studies(<http://www.econ.kyoto-u.ac.jp/kueac/>)
 - 【Degrees offered】 Master's degree, Ph.D. degree

- Hitotsubashi University *
 - School of International and Public Policy
 - Asian Public Policy Program (https://www.ipp.hit-u.ac.jp/english/en_program/en_appp.html)
 - Foreign Service Subprogram (https://www.ipp.hit-u.ac.jp/english/en_program/gg/fss.html)
 - 【Degrees offered】 Master's degree

- University of Tsukuba (Tentative) *
 - Graduate School of Humanities and Social Science
 - Master's Program in International Area Studies (http://www.chiiki.tsukuba.ac.jp/en/en_index)
 - Master's Program in International and Advanced Japanese Studies (<http://japan.tsukuba.ac.jp/>)
 - 【Degrees offered】 Master's degree

*...Some Universities offer the program designed under the “JICA—University Alliance for Development Studies Partnership”¹.

(as of November 2017)

Proposed research topics will be Administration/public policy, finance, international politics/diplomacy, regional research, business, international trade/investment, etc.

In addition to the programs in the master’s and Ph.D. courses, in order to build networks through mutual involvement between the program participants and the persons invited to the program as resources, the activities such as short-term training courses(e.g. Understanding the Japanese Development Experience²), workshop (e.g. Organization Development Seminar³), and networking in Japanese Ministries / industries will be planned.

4. Duration

- In principle, 2 years for Master’s Program and 3 years for Ph.D. Program
(It depends on each program offered by universities)

5. Number of Participants

<For ASEAN member states>

Up to Forty (40) participants on FY2018 (2018 April – 2019 March)

<For states other than ASEAN member states>

Up to Seven (7) participants on FY2018

1. “JICA-University Alliance for Development Studies Partnership” aims to offer participants programs to learn both (i) good lessons and challenges of the Japan’s modernization (in the regional and other countries’ context), and (ii) experience and contribution of Official Development Assistance (ODA) of Japan’s government to the world. These programs are basically managed in the part of existing master/doctor courses of universities. The above “Partnership” expect participants to be future top leaders in the respective fields/sectors and contribute significantly to development in countries, after completion of programs.

² This program is co-organized by GRIPS and JICA for JICA Knowledge Co-Creation Program for Long Term Participants. The program offers participants with opportunities to gain a deep understanding of the Japanese development experience, and to draw lessons and gain insights that will support their development work in their home countries and internationally.

³ This seminar is one of the activities of LEADING Asia Project (Leadership Enhancement and Administrative Development for Innovative Governance in Asia). The project is a consortium-based study project related to public organizational development. Participants will be expected to understand and gain the knowledge about the organization development in the public sector.

6. Language to be used in this Program

English

7. Eligibility

Applicants must satisfy the following requirements:

1. Nationality: Indonesia
2. Current Duties: Young or middle Government official (at least 1 year working experience since being appointed as permanent civil servant) and prospective academics
3. Age: less than forty (40) years old in principle for Doctoral applicant and less than thirty seven (37) years old for Master applicant at the time closing date of this application
4. Educational Background: have a Bachelor Degree for Master Applicants and Master Degree for Doctoral Applicants
5. Language: Adequate English skills both in written and oral communication to complete the master's and Ph.D. courses such as;
 1. TOEFL PBT: 550 or higher
 2. TOEFL iBT: 79 or higher
 3. IELTS (Academic Modules): 6.0 or higher
6. Show academic capability that proved by Academic Potential Test (*Tes Potensi Akademik* - TPA) score is 565 or higher (that still valid until August 2018)
7. Proposed by his/her institution through formal letter from at least Echelon II that in charge in human development affairs
8. Show good physical condition proven by recommendation letter from government hospital.

For detail, please kindly check each course's information from the link in Item 3 above.

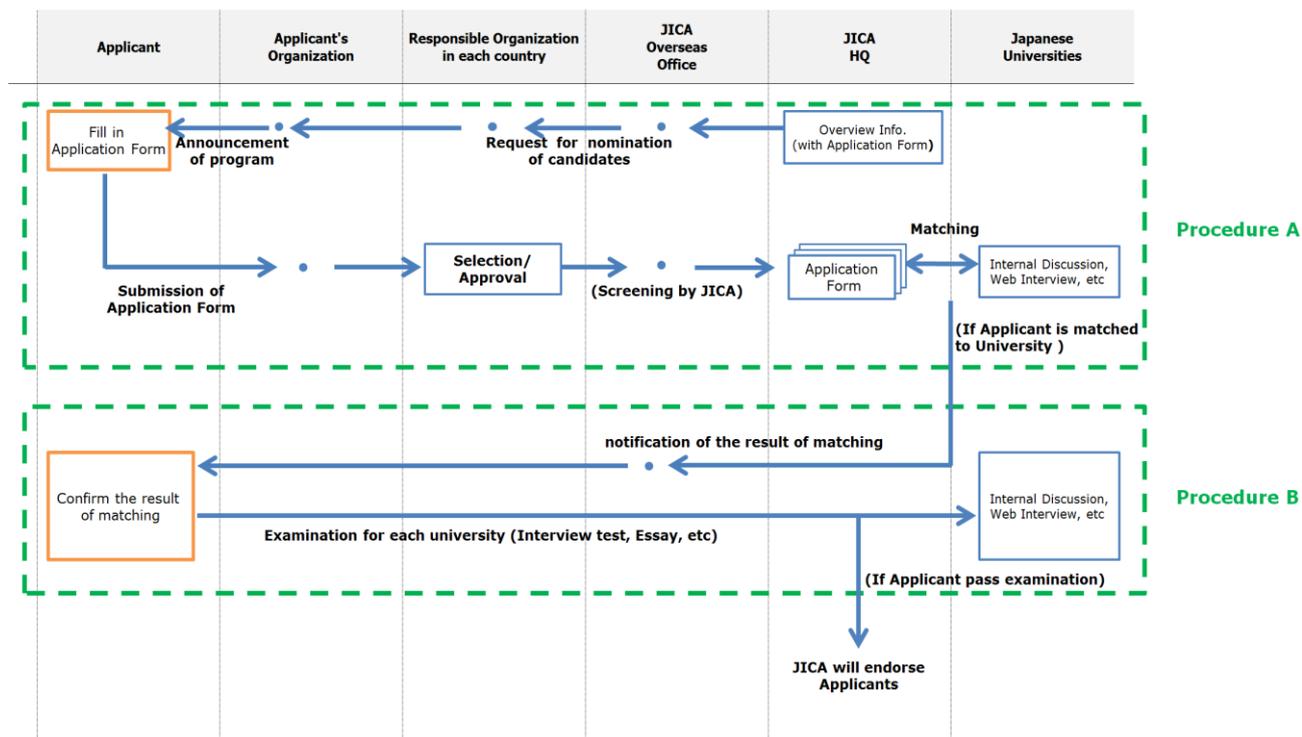
8. Admissions

Participants must pass University's usual admission procedures including examinations to enter the program.

9. Application Guidelines

Participants must apply through both Procedure A and B.

The flow of application is as follow.



Procedure A is an application process necessary for both participant's Government and the Government of Japan for the Official Development Assistance. Besides, this is a matching process that will include interview with University, which will be conducted for the reference of matching.

Procedure B is an academic examination by each university.

The details of each procedure are written as below.

Procedure A: JICA Application

Participants must apply through the procedure as below.

This is an application process necessary for both participant's Government and the Government of Japan for the Official Development Assistance.

(1) Procedures and Required Documents for Application:

Each participant is required to submit the "Application documents" listed in (2) below to JICA overseas office in your country. Please refer to the Appendix 1 for the guideline and format.

(2) Application Documents

1) JICA Application Form (Appendix-1) consists of:

- Personal Information

- Education Background
 - Work Experiences
 - Consent for joining this program from current employer /organization
- 2) Attachment of Application Form (Appendix-2) consists of:
- Declaration of desired University placement
 - Research Plan
- 3) A copy of Passport with photo (for checking nationality, name, sex, and date of birth).
- 4) 2 ID photos (4cm x 3cm) pasted on application form (Original and copy)
- 5) Photocopy of certificate of English Test
- 6) Health certificate (To be submitted later ⁴)

Based on the above documents, Applicants are nominated and approved by each country's government, and then approved by JICA overseas office. After this procedure, matching will be conducted between proposed universities. The result will be informed to applicants.

Procedure B: University Application

Participants must apply through the procedure following each university's application procedure based on the result of Procedure A.

10. Schedule (Tentative)

Date	Process
By the middle of February, 2018	Nomination of candidate applicants in respective organizations
By the end of February, 2018	Selection of candidate participants by responsible organization in each country
By the end of February, 2018	"Application Documents" must be submitted to JICA overseas office in respective countries.
March, 2018	Matching with university(including Web Interview)
the end of March, 2018	Notification of the result of matching through JICA overseas office
Apr, 2018	Preparation for University's application by the applicant
Apr – May, 2018	University's application procedure
May – Jun, 2018	Health certificate must be submitted to JICA overseas office in respective countries by the applicant.
May – June, 2018	Sharing session and pre-departure session by CPDET

⁴ If applicants pass Procedure A and B, Health certificate with JICA format will be required. Without the certificate, admission might be rejected.

August, 2018	Orientation is conducted by JICA overseas office before departure
Sep - Oct, 2018	Arrival in Japan
Sep - Oct, 2018	Orientation is conducted by JICA center
Sep - Oct, 2018	Beginning of Term

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 Japanese university master's and Ph.D programs (and research student) (actual cost)(per semester)
- 2) Expenses for custom-made program and support programs during the study in Japan (actual cost)⁵
- 3) A round-trip airfare (actual cost)(once during the program)
- 4) Books / Interior research, etc. (fixed amount)(paid according to approval by supervisor)
- 5) Allowances for living expenses (fixed amount) (per month)
- 6) Outfit allowance (general outfit and shipping) (fixed amount)(once during the program; on first arrival)
- 7) Moving allowance (lump-sum payment for rental contract)(once during the program)
- 8) Health insurance (fixed amount)
- 9) Travel insurance (actual cost)

12. Expenses Not To Be Borne By JICA or BAPPENAS

JICA will not bear costs other than the allowances described above. JICA is not responsible for the following expenses:

- 1) Mandatory test fees, i.e. Academic Potential Test and English proficiency test fees (only in 2018)
- 2) Medical Check Up fees
- 3) Passport fees (for re-issuance and extensions, etc.)
- 4) Visa fees of a transit country and transportation expenses to obtain Visa
- 5) Transportation expenses to obtain Japanese Visa
- 6) Domestic travel expenses in the home country
- 7) Departure tax
- 8) Airport tax¹/airport facility charges¹ outside of Japan, including third countries
- 9) Customs duty
- 10) Excess baggage charges⁴

⁵ The expenses for short-term training courses, workshop/seminar, proof-read and networking in Japanese Ministries/industries will be paid according to supervisor's approval

- 11) Compensation for lost and/or damaged baggage
- 12) "no show charge" to the transit airport hotel (non re-fundable)
- 13) Lost - ticket fee
- 14) Accommodation fee for day-use hotel in return flight
- 15) Transportation expenses other than official programs
- 16) 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.



CORRESPONDENCE

For enquiries and further information, please contact the JICA office or the Embassy of Japan. Further, address correspondence to:

JICA Tokyo International Center (JICA TOKYO)

Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan

TEL: +81-3-3485-7051 FAX: +81-3-3485-7904

Guidelines of Application Form for the JICA Knowledge Co-Creation Program

The attached form is to be used to apply for the Knowledge Co-Creation program (KCCP) of the Japan International Cooperation Agency (JICA), which are implemented as part of the Official Development Assistance Program of the Government of Japan. Please complete the application form while referring to the following and consult with the respective country's JICA Office - or the Embassy of Japan if the former is not available - in your country for further information.

1. Parts of Application Form to be completed

1) Which part of the form should be submitted?

It depends on the type of KCCP you are applying for.

>Application for KCCP (Group and Region Focus)

Official application and Parts A and B including Medical History must be submitted.

>>Application for KCCP (Country Focus) including KCCP for Counterpart and KCCP related to ODA Loan

Official Application and Part B including Medical History will be submitted. Part A needs not to be submitted.

2) How many parts does the Application Form consist of?

The Application Form consists of three parts as follows;

Official Application

This part is to be confirmed and signed by the head of the relevant department/division of the organization which is applying.

Part A. Information on the Applying Organization

This part is to be confirmed by the head of the relevant department/division of the organization which is applying.

Part B. Information About the Nominee including Medical History

This part is to be completed by the person who is nominated by the organization applying. The applicants for KCCP (Group and Region Focus) are required to fill in every item. As for the applications for KCCP (Country Focus) including KCCP for Counterpart and some specified programs, it is required to fill in the designated "required" items as is shown on the Form.

Please refer to the General Information to find out which type KCCP that your organization applies for belongs to.

2. How to complete the Application Form

In completing the application form, please be advised to:

- (a) carefully read the General Information (GI) for which you intend to apply, and confirm if the objectives and contents are relevant to yours,

- (b) be sure to write in the title name of KCCP accurately according to the GI, which you intend to apply,
- (c) use a typewriter/personal computer in completing the form or write in **block letters**,
- (d) fill in the form in **English**,
- (e) use or “x” to fill in the () check boxes,
- (f) attach a picture of the Nominee,
- (g) attach additional page(s) if there is insufficient space on the form,
- (h) prepare the necessary document(s) described in the General Information (GI), and attach it (them) to the form,
- (i) confirm the application procedure stipulated by your government, and
- (j) submit the original application form with the necessary document(s) to the responsible organization of your government according to the application procedure.

Any information that is acquired through the activities of the Japan International Cooperation Agency (JICA), such as the nominee’s name, educational record, and medical history, shall be properly handled in view of the importance of safeguarding personal information.

3. Privacy Policy

1) Scope of Use

Any information used for identifying individuals that is acquired by JICA will be stored, used, or analyzed only within the scope of JICA activities. JICA reserves the right to use such identifying information and other materials in accordance with the provisions of this privacy policy.

2) Limitations on Use and Provision

JICA shall never intentionally provide information that can be used to identify individuals to any third party, with the following three exceptions:

- (a) In cases of legally mandated disclosure requests;
- (b) In cases in which the provider of information grants permission for its disclosure to a third party;
- (c) In cases in which JICA commissions a party to process the information collected; the information provided will be within the scope of the commissioned tasks.

3) Security Notice

JICA takes measures required to prevent leakage, loss, or destruction of acquired information, and to otherwise properly manage such information.

4. Copyright policy

Participants of KCCP are requested to comply with the following copyright policy;

Article 1. Compliance matters with participants’ drafting of documents (various reports, action plans, etc.) and presentations (report meetings, lectures, speeches, etc.)

1. Any contents of the documents and presentations shall be created by themselves in principle.
2. Comply with the following matters, if you, over the limit of quotation, have to use a third person’s work

(reproduction, photograph, illustration, map, figure, etc.) that is protected under laws or regulations in your country or copyright-related multinational agreements or the like:

(1) Obtain license to use the work on your own responsibility. In this case, the scope of the license shall meet the provisions of Article 2.

(2) Secure evidential material that proves the grants of the license and specifies the scope of the license.

(3) Consult with the third party and perform the payment procedure on your own responsibility regarding negotiations with a third person about the consideration for granting the license and the procedure for paying the consideration.

Article 2. Details of use of works used for KCCP

(1) The copyright on a work that a participant prepares for KCCP shall belong to the participant. The copyright on the parts where a third party's work is used shall belong to the third party.

(2) When using texts, supplementary educational materials and other materials distributed for KCCP, participants shall comply with the purposes and scopes approved by each copyright holder.

Application Form for the JICA Knowledge Co-Creation Program

OFFICIAL APPLICATION

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

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

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2. Number: (Please write down as shown in the General Information)

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3. Country Name:

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4. Name of Applying Organization:

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5. Name of the Nominee(s):

1)	3)
2)	4)

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.

Date:		Signature:	
Name:			
Designation / Position			Official Stamp
Department / Division			
Office Address and Contact Information	Address:		
	Telephone:	Fax:	E-mail:

Confirmation by the organization in charge (if necessary)

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.

Date:		Signature:	
Name:			Official Stamp

Designation / Position		
Department / Division		

Part A: Information on the Applying Organization

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

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.

Part B: Information about the Nominee

(to be completed by the Nominee)

NOTE>>>The applicants for Knowledge Co-Creation Program (KCCP) (Group and Region Focus) are required to fill in "Every Item". As for the applications for KCCP (Country Focus) including KCCP for Counterpart and some specified programs, it is required to fill in the designated "required" items as is shown below.

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

2. Number: (Please write down as shown in the General Information) **(required)**

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Attach the nominee's photograph (taken within the last three months) here
Size: 4x6
(Attach to the documents to be submitted.)

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

1) Name of Nominee (as in the passport)

Family Name

First Name

Middle Name

2) Nationality (as shown in the passport)		5) Date of Birth (please write out the month in English as in "April")				
3) Sex	() Male	() Female	Date	Month	Year	Age
4) Religion						

6) Present Position and Current Duties

Organization							
Department / Division							
Present Position							
Date of employment by the present organization	Date	Month	Year	Date of assignment to the present position	Date	Month	Year

7) Type of Organization

<input type="checkbox"/> National Governmental	<input type="checkbox"/> Local Governmental	<input type="checkbox"/> Public Enterprise
<input type="checkbox"/> Private (profit)	<input type="checkbox"/> NGO/Private (Non-profit)	<input type="checkbox"/> University
<input type="checkbox"/> Other ()		

8) Outline of duties: Describe your current duties

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9) Contact Information

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:

10) Others (if necessary)

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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	

5. Language Proficiency (required)

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

¹ 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.

¹ Good: Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.

¹ Fair: Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.

¹ 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.

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

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

*7. Declaration (to be signed by the Nominee) (required)

I certify that the statements I have made in this form are true and correct to the best of my knowledge.
If accepted for the program, I agree:

- (a) not to bring or invite any member of my family (except for a program whose period is one year or more),
- (b) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating government and the Japanese Government regarding the program,
- (c) to follow the program, and abide by the rules of the institution or establishment that implements said program,
- (d) to refrain from engaging in political activity or any form of employment for profit or gain,
- (e) to return to my home country at the end of the activities in Japan on the designated flight schedule arranged by JICA,
- (f) to discontinue the program if JICA and the applying organization agree on any reason for such discontinuation and not to claim any cost or damage due to the said discontinuation.
- (g) to consent to waive any copyright holder's rights for documents or products produced during the project, against duplication and/or translation by JICA, as long as they are used for the purposes of the program.
- (h) to approve the privacy policy and the copyright policy mentioned in the Guidelines of Application.

JICA's Information Security Policy in relation to Personal Information Protection

- JICA will properly and safely manage personal information collected through this application form in accordance with JICA's privacy policy and the relevant laws of Japan concerning protection of personal information and take protection measures to prevent divulgence, loss or damages of such personal information.

- Unless otherwise obtained approval from an applicant itself or there are valid reasons such as disclosure under laws and ordinances, etc., and except for the following 1.-3., JICA will neither provide nor disclose personal information to any third party. JICA will use personal information provided only for the purposes in the following 1.-3 and will not use for any purpose other than the following 1.-3 without prior approval of an applicant itself.

1. To provide KCCP to the participants from developing countries.
2. To provide KCCP to the participants from developing countries under the Citizens' Cooperation Activities.
3. In addition to 1. and 2. above, if the government of Japan or JICA determines necessary in the course of technical cooperation.

- (i) to observe Japanese laws and ordinances during my stay, if I violate Japanese laws and ordinances, I will return the total amount or a part of the expenditure required for the KCCP depending on the extent of the violation.
- (j) to understand that JICA does not assure issuance of Japan entry visa even after JICA decide to accept me. I understand the Embassy of Japan will decide it according to necessary formalities upon the submission of visa application from each participant.

Date:	Signature:
	Print Name:

MEDICAL HISTORY

1. Present Medical Status

(a) Do you currently use any medicine or have regular medical checkup by a physician for your illness?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Name of illness (_____), Name of medicine (_____)
<i>If yes, please attach your doctor's letter (preferably, written in English) that describes current status of your illness and agreement to join the program.</i>	

Attachment of Application Form for Global Public Leadership Program(ASEAN) for FY 2018

Name	Research Area

1. Declaration of desired university placement

Priority	Name of University	Program and Degree
1		
2		
3		

2 Research Plan

Please answer the following questions as part your research plan.

- 1) What will be the theme of your research in this program?
- 2) Why have you chosen this theme?
- 3) Regarding this theme, what have you studied or researched up to this point?
- 4) What is your plan for conducting your research? (What method will you use to research your theme?
To what degree or level of understanding do you hope to conduct your research?)