

## **Note on Application**

### **Admission Requirements:**

- (1) Applicants must be public officials working for the government or public institutions in developing countries. It would be preferable that applicants are engaged in the field of promotion of trade and investment.
- (2) Applicants who have more than three years of work experience would be preferable. Excellent applicants with less than three years of work experience would be also eligible for training participation on a case-by-case basis.
- (3) The expected age is 35 years old or younger.
- (4) Applicants have high learning motivation for the field of training and are willing to actively participate in the program
- (5) Applicants, who hold master's degree would be preferable. Excellent applicants who only have bachelor's degree would be also eligible for training participation on a case-by-case basis.
- (6) Applicants should have sufficient English ability to participate in university-level work. A TOEFL iBT score of more than 88 or equivalent score of TOEIC / IELTS would be highly recommended.
- (7) Applicants should be persons who can be recommended by their current governmental organizations.
- (8) Successful applicants or their organizations will be required to prepare PCs, tablets and other devices, and to bear expenses for joining the program.
- (9) During the training period, ministry / institution is strongly required to cooperate in time management and work coordination so that the fellow can easily participate in the training.
- (10) (Only for course O-A) When traveling to Japan, it is necessary to comply with the rules of border measures set by the Government of Japan and the requirements of JETRO to prevent the spread of COVID-19 infection. Program in Japan may be canceled due to the spread of COVID-19 infections and travel restrictions. In that case, all training programs will be conducted online.

### **Training Period and Contents:**

The program starts from 1st September, 2022 and continues until 20<sup>th</sup> January, 2023. Applicants should choose one of the following two options. If the number of applicants for Course O-A (with Thesis writing and training in Japan) exceeds the capacity, a selection will be made based on their research proposals and online interviews by IDEAS.

**Course O-A: Lectures including Thesis Writing : (Visit to Japan)**

Fellows will be required to take 75 (90minutes/class) lectures in total; including watching video lectures, attending live lectures, submitting Research paper (4,000-6,000 words), other assignments and so on.

In the middle of the course, fellows will be staying in Japan about one month to attend the lectures and study tour(s), and to discuss with the thesis supervisor to brush up their thesis.

**Course O-B: Lectures only : (all online)**

Fellows will be required to take 40 online classes in total; including watching video lectures, attending live lectures, other assignments and so on.

Fellows who will complete all of the requirement will be qualified to join the Follow-up Program planned in Japan in the future.

**<Course Method>**

- (1) Video class - About 1-2 lectures a week at a convenient time
- (2) Live stream class- Attend live lectures about two times a week.  
From 6:00pm to 7:30pm (JST) on Every Monday, Tuesday,  
And Thursday (mainly Monday and Thursday)  
Seminar classes may be held on other days of the week.
- (3) (For fellows only course O-A) For about a month around November, staying in Japan about one month will be scheduled. Fellows will be required to attend classes, to join study tour(s) and to have discussion with thesis supervisor during this period.

**Grade Evaluation:**

- (1) Attendance rate -85% or more of all lectures
- (2) Each Scores are 60 points or more out of 100 points according to the following distribution.
  - Research paper
  - Assignments for each course

Successful Fellows who complete above conditions will be awarded Certificate in International Studies.

**Application documents to be submitted:**

- (1) Filled application form
- (2) A letter of reference written by a supervisor of the applicant.
  - \*Please fill in the course you would like to take at the time of application after consulting with your supervisor.
  - \*Please carefully consider the balance between doing IDEAS program and your daily work, and travel to Japan.
  - \*IDEAS will have interviews with all of the applicants by online.
  - \*For Course O-A, if IDEAS receive many applications that exceed the capacity, we will review the documents and have interview to make selection.

**Submission:**

Please submit the application documents to JETRO's overseas office in your country.