



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

General Information on Investment Promotion and Industrial Development for Asian Region

JFY2025

**「アジア地域投資促進・産業振興」
2025年度入学**

This handout provides an overview of the “Investment Promotion and Industrial Development for Asian Region (JFY2025)” program/course, which is one of Japan International Cooperation Agency (JICA)’s Knowledge Co-Creation Program (Long-Term). The program will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between respective governments.

Each country may have its own schedule and/or qualifications for the program. With regard to the additional information, please contact our JICA overseas office in charge of your country.

The objective of the Knowledge Co-Creation Program (Long-Term) is to offer opportunities to people from developing countries to study at higher educational institutions in Japan and to help them build their network of people. This is intended to assist in the human resource development plans of the governments of developing countries and Japan, and eventually to expand and strengthen bilateral ties between the developing countries and Japan.

0. Background

What is JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in June 2023, which stated, “In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together.” JICA believes that this ‘Knowledge Co-Creation Program’ will serve as a foundation of mutual learning process.

What is JICA Development Studies Program (JICA-DSP)

JICA-DSP is being carried out by JICA as part of official development assistance (ODA) by the government of Japan. JICA-DSP is offered for international scholars accepted as the participants of JICA’s Human Resource Development Project who are enrolled in a degree program at a Japanese university.

<https://www.jica.go.jp/dsp-chair/english/dsp/overview/index.html>

1. Overview

Japan International Cooperation Agency (JICA) is implementing the program on “Investment Promotion and Industrial Development in Asian Region” through technical cooperation, loan and grant aid cooperation schemes under official development Assistance. The program focuses on creating business linkages between industries of Japan and other Asian region.

Under the program, Knowledge Co-Creation Program for Long-Term Participants on “Investment Promotion and Industrial Development for Asian Region” had commenced in 2019 in order to contribute for the development of human resource who can bridge between industries of Japan and other Asian region. It provides opportunity for participants to join masters’ course or doctoral course at graduate school of Japanese University.

2. Objectives

The objective of this program is developing high-level human resources network that will contribute to improve business environment in the home country, promote business linkages with Japanese industries, and promote investments from Japan under JICA’s Global Agenda.

3. Course Outline

The course consists of the acceptance of scholars from Asian countries to achieve the objectives that describe above.

Therefore, proposed research topics will be the one that contribute to improving business environment in the home country, promoting business linkages, and promoting investments especially from Japan. These topics are mostly covered at MBA, Master in International Business courses, Global Business courses and etc.

This handout provides information related to long-term courses including master’s degree courses, Ph.D. courses.

Candidate applicants may select the university, to which he/she wishes to apply, from the universities which have concluded an agreement on accepting JICA participants on the condition that the candidate passes the entrance examination of the selected university. Detailed information of these partner universities will be provided separately.

In addition to curriculums of the master’s and Ph.D. courses, activities such as short-term programs (e.g. Understanding the Japanese Development Experience¹), and/or internship programs will be planned in order to enrichen the participants’ academic and personal experience of their courses of studies at the universities.

¹ As part of JICA-DSP, this program is co-organized by GRIPS, IUJ 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 at their home countries and internationally.

Candidates must be selected as JICA's official candidate through JICA's internal selection procedure and must pass the general entrance examination² of the university they have applied to, including examinations to enter the applicants' desired master's degree or Ph.D. degree course.

4. Duration

In principle, 2 years for master's course and 3 years for Ph.D. course (depending on the program offered by universities) .

5. Number of Participants

10 participants

(1 participant for Cambodia, Vietnam, Lao People's Democratic Republic, Malaysia, Indonesia, Mongolia, Uzbekistan, Kyrgyz Republic, India and Bangladesh.)

6. Language to be used in this Program

English

7. Eligibility

Candidate applicants must satisfy the following requirements:

(1)Current Duties:

Young or middle government officials at ministries and agencies in charge of investment promotion and industrial development.

For countries with Japan Centers, Current or future lecturers, executives, and managers in Japan Centers and/or the related counterpart agencies also can be candidate.

(2)Nationality: Citizen of the target countries

(3)Age: for master's programs, forty (40) years of age or under in principle (As of April 1st, 2025).

for Ph.D. programs, forty five(45) years of age or under in principle (As of April 1st, 2025).

(4)Educational Background:

for master's programs, a Bachelor's Degree or Master's Degree holder

for Ph.D. programs, a Master's Degree holder

(5)Language: adequate English skills both in written and oral communication to complete master's and/or Ph.D. courses with skills equivalent or exceeding the following;

TOEFL iBT: 80

² The results of JICA's screening procedure and University's general entrance examination will not accept any inquiry.

IELTS: 6.5 etc. *please refer to the university list.

(6)Physical Presence: must physically come to Japan to carry out research activities to complete this program.

(7)Gender Equality and Women's Empowerment: JICA seeks more female applicants due to the past records of fewer applications from women. JICA is committed to promoting gender equality and women's empowerment and provides equal opportunities for all applicants regardless of their sexual orientation or gender identity.

(8)Others: must not be receiving nor plan to receive other scholarship during the program.

8. Admissions

Candidates must be selected as JICA's official candidate through JICA's internal selection procedure and must pass the general entrance examination³ of the university they have applied to, including examinations to enter the applicants' desired master's degree or Ph.D. degree course.

9. Application Guidelines

Applicants must apply through the procedure as below.

(1) Each applicant is required to submit the following JICA's Application Documents by the deadline set by JICA office in the applicants' country in the end of October 2024.

(2) The applicants who pass the selection are required to check necessary application documents set by the university. The applicants need to submit them directly to the university by the deadline set by the university.

JICA's Application Documents (the deadline: the end of October 2024)

1) Application Form

Consists of:

- 1 Personal Information
- 2 Educational Background
- 3 Present Organization and Nomination
- 4 Work Experience
- 5 Declaration (Terms and Conditions needed to be agreed by candidate applicants)
- Check List
- Annex 1. Declaration of desired universities (Including both courses with Pre-application Matching and without Pre-application Matching)
- Research Plan (Annex 2)
- Career Plan (Annex 2)
- Medical History (Annex3)

2) Graduation certificate

*Officially certified copies of the original

*Written in English or accompanied with official translation

3) Academic transcript

³ The results of JICA's screening procedure and University's general entrance examination will not accept any inquiry.

- * Must contain all the grades earned at the university attended by the applicant
- * Officially certified copies of the original transcript
- * Written in English or accompanied with official translation in English

- 4) Photocopy of certificate of English Test
- 5) A copy of Passport with photo (for checking nationality, name, sex, and date of birth)
- 6) 2 ID photos (4cm x 3cm) pasted on application form (Original and copy)
- 7) Health certificate (when the participant applied to the entrance examinations or within 6 months before arrival in Japan, whichever is later⁴)

All these documents should be typed, printed out and signed by the applicant and the head of the relevant department / division of the organization in charge in all pages. Hand written forms will NOT be accepted.

10. Selection Procedures

*There are no fees to be charged directly by JICA during the selection process.

*Any costs incurred during the selection procedures including travel expenses, documents preparation (photos, official notification etc.) and any other personal expenses will NOT BE COVERED by JICA but should be covered by applicants.

There are mainly following two selection processes:

- (1) Matching with Japanese universities**
- (2) Selection by Japanese universities (entrance examination).**

In addition to the above, if there are several candidates in each country, selection process by JICA could be conducted as a first screening. It depends on each country. Please ask JICA office in your country.

Each applicant needs to submit JICA's Application Documents by the deadline set by JICA office (end of October 2024). Please check with the JICA office in your country for the details.

Applicants are recommended to look for laboratories and/or professors in each university you are interested in and contact with the professor in order to make it easier to pass the first and second screening. Some universities provide contact information prior to pre-application match (refer to the "List of University Information for Applicants"). Candidates can contact those universities directly by using the "Question form for University". If candidates need to contact universities with no contact information, please consult with the JICA office in your country.

A. First Selection : Matching with Japanese universities

Based on the above documents, first screening will be conducted at the proposed universities

⁴ Without the certificate, admission may become rejected.

with JICA HQ.

Period	December 2024 – January 2025
Contents	Document screening, interview (if necessary) by Japanese universities
Objectives	To match applicants with university courses/supervisors *It is recommended for applicants to contact with professor you are interested in before you submit JICA's Application documents.
Selection	JICA will send JICA's Application Documents to the applicants' desired universities. Universities will examine the documents to check if the applicant's field of study and research plan are matched with the courses/supervisors. During this process, universities may contact the applicants for their judgement. University may conduct remote interview during process.
Result	JICA will inform the applicants of the name(s) of universities where the applicant can apply for 2 nd selection. Only those applicants who are accepted by Japanese universities' matching can proceed to the 2 nd Selection.
Necessary Actions required those who are accepted	The applicants need to check and prepare university's application documents and submit them directly to the university. Each applicant apply university indicated by JICA for the entrance examination. The applicants are required to contact with supervisor/professor of the university to receive their instructions. The applicants are required to maintain good communication via mail/skype/zoom etc. with their supervisors/professors to gather information on the course or their study subjects. Some supervisors may request to improve applicants' research sheet during this period before entrance examination. The applicants can apply to both university with and without matching process if admitted by JICA. However, it is <u>NOT</u> possible to apply to more than one course within the university with matching process at the same time.

[Important: Research Student]

Before application, the applicant should take into account the possibility of additional period as "research students" and should be approved by the belonging organization. Applicants' availability as research student and approval from his/her organization should be expressed when applicants submit Application Documents.

As a result of matching, if the university judges the applicant that they need more time to take entrance examination, university may request an applicant to enter the university as a research student for a period of six (6) months at longest. This period is additional and not counted as a part of regular course of Master's or Doctor's program.

- Research students are requested to stay in Japan and study hard to utilize their time to prepare for the entrance examination.
- Research students are able to join lectures, receive instruction from professors and make use of university facilities but they cannot acquire credits for obtaining the degree.

- Participants as research students are requested to take the entrance examinations during the period of research students. If failed, they have to return to their home country.
- Normally, participants as research students will start their stay in Japan from 2025 autumn if required 6 months of research student.
- Their period as regular students, if they passed the entrance examination, will start from April 2026.

NOTE: Application to the university without matching process will not go through the above-mentioned matching due to the university entrance examination procedures. Those who pass the screening by JICA will be contacted by JICA overseas office by November 15th.

Then the candidate will proceed to the university entrance examination as is indicated below.

It is not possible to apply for more than one course from the university without matching process, so you must choose one course if you would like to apply to them.

B. Second Selection: Selection by Japanese University (entrance examination)

Each applicant needs to check the necessary application documents set by the university where he/she applies. Then, he/she needs to submit university's application documents directly to the university by the deadline set by the university. It is ALL the applicant's responsibility to duly submit required documents to the university by its deadline. JICA will NOT intervene in this process. However, entrance examinations admission fee is paid directly to each university by JICA.

- Some universities require sending hard copies of documents to Japan.
- During this selection process, each applicant may be interviewed depending on the university's selection process. * JICA will NOT cover the cost of postage.
- Those who are required to enter as research student also need to check necessary application procedure as research student set by each university.

Period	March – July 2025 (Tentative)
Contents	Screening of submitted university's application documents and interviews by Japanese universities
Objectives	To select the final candidates
Venue	If necessary, zoom or other means for interviews
Selection	Universities will screen the applicants through submitted university's application documents and interviews, and etc.
Result	The applicants who pass this selection will be selected as successful candidates of the program. *JICA may adjust the number of candidates after the second selection. Therefore, some of the applicants who pass the second selection may not be selected as successful candidates of the program.

Notes:

- Some universities require applicants to enter the university as research students regardless of applicants' ability (See details for university list).
- If all of applicant's desired universities judge to accept the applicant, JICA will indicate the applicant to apply the university where they accept the applicants as a regular student.
- Please note that when the applicants' first prioritized university requires a period as research student, JICA will indicate the applicant to apply to his/her second priority university, even though his/her first priority university express you a positive answer in the remote interview during matching process).
- JICA shall determine whether the candidate is eligible to participate in training in Japan. JICA shall make a decision on acceptance or rejection based on several factors such as entrance examination results, planned number of participants, medical examination results and others. Reason for the decision will not be disclosed.

Withdrawal of the Application: If applicants encounter the situation that needs to withdraw the application by force majeure during the selection process, the applicants need to contact with JICA office and explain the situation as soon as possible.

11. Schedule (Tentative)*

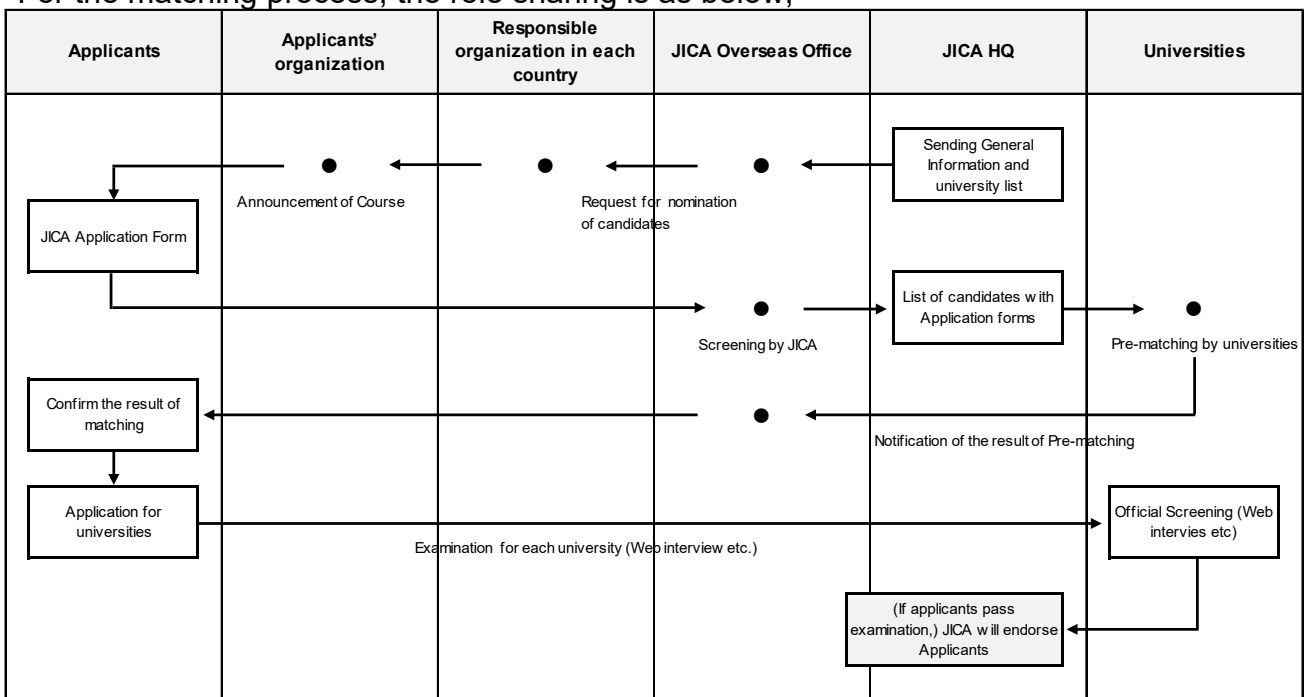
Universities Without Pre-application matching Process		Universities With Pre-application matching Process	
By the end of October 2024	"Application Documents" must be submitted to JICA overseas office in charge of the country of applicants.	By the end of October 2024	"Application Documents" must be submitted to JICA overseas office in charge of the country of applicants.
November, 2024	Screening by JICA	November - December, 2024	Screening by JICA
[No Pre-application Matching Process conducted but apply for the general entrance examination directly to the university]			Pre-application Matching Process by university
November - January, 2025	Application to take University's general entrance examination by the applicant	By the end of January, 2025	Notification of the results of Pre-application Matching Process from each university through JICA overseas office
	University's application procedure *General entrance examination schedule is followed by each university		
February - March, 2025	Arrival of results of general entrance examination from the university	February - June(approximately), 2025	Application to take University's general entrance examination by the applicant
	Determination of JICA KCCP (Long-term) participants		
			University's application procedure *General entrance examination schedule is followed by each university
		June - July, 2025	Arrival of results of general entrance examination from the university
			Determination of JICA KCCP (Long-term) participants

June - August, 2025	Preparation for study in Japan if candidate applicant is determined as a KCCP (Long-term) participant	June - August, 2025	Preparation for study in Japan if candidate applicant is determined as a KCCP (Long-term) participant
August-October, 2025	Orientation by JICA overseas office before departure	August-October, 2025	Orientation by JICA overseas office before departure
	Arrival in Japan		Arrival in Japan
	Orientation by JICA Domestic Offices		Orientation by JICA Domestic Offices
	Beginning of Fall 2025 Term		Beginning of Fall 2025 Term

*Schedule for the application period for the general entrance examination depends on each university.

*Schedule and program contents might be adjusted appropriately due to unforeseen circumstances.

*For the matching process, the role sharing is as below;



12. Expenses To Be Borne By JICA

Under the JICA Long-term Trainee Allowance standards, JICA will cover expenses and allowance to participants accepted to the program/course. See the table below for further details. Note that the payments (e.g., for tuition, research support expenses, school support expenses) will not be paid to the accepted participants themselves, but directly to the university or other relevant institutions.

Expense category	Payment amount	Payment frequency
Tuition (official examination fees,	Actual costs	According to the request

entrance fees, course fees)		from universities
Living Allowance	JPY 117,000–148,000 per month*	Every month via university
Airfare	Actual costs	Upon arrival in Japan and upon returning home
Outfit Allowance**	JPY100,000	Once (upon arrival in Japan)
Moving Allowance***	Up to JPY164,000-224,000	Once (during the training period)**
Research Support Expenses****	Actual costs (up to JPY360,000 per year)	
Medical care for participants who become ill after arriving in Japan (the costs related to pre-existing illness, pregnancy, or dental treatment are NOT included).	In accordance with the provisions of the medical insurance	

*Varies according to living area in Japan, type of accommodation, etc.

**Once, after opening bank account in Japan. As it takes several weeks to have the bank account opened, it is strongly recommended to bring cash for personal expenses during the period.

***Depending on the accommodation facility. Consultation with the university is required.

****Research Support Expenses are allowed to be provided via the university and be disbursed with the consultation and approval of the applicant's supervisor.

13. Expenses Not To Be Borne By JICA

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

- (1) Passport fees (for re-issuance and extensions, etc.)
- (2) Visa fees of a transit country and transportation expenses to obtain Visa
- (3) Transportation expenses to obtain Japanese Visa
- (4) Domestic travel expenses at the applicant's home country
- (5) Departure tax
- (6) Airport tax/airport facility charges outside of Japan, including third countries
- (7) Customs duty
- (8) Excess baggage charges
- (9) Compensation for lost and/or damaged baggage
- (10) "No show charge" to the transit airport hotel (non-refundable)
- (11) Lost - ticket fee
- (12) Accommodation fee for day-use hotel in return flight
- (13) Transportation expenses other than official programs

- (14) Telephone bill or mini-bar tab at accommodation
- (15) Medical costs related to pre-existing illness, pregnancy, or dental treatment
- (16) Medical cost related to the same illness over 180 days
- (17) National Health Insurance fee
- (18) Cost of postage

Note: If participant / accepted applicant does not follow the regulation of JICA, the participant may have to bear such other costs of necessary expenses.

14. Conditions for Participation

The candidates/participants are required

- (1) to strictly observe the course schedule, to understand that it is mandatory to physically come to Japan for participating in this program at the date designated by JICA,
- (2) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants on their own,
- (3) not to change course subjects or extend the course period,
- (4) to understand that inviting participant's family members is not recommended before their stay in Japan has passed more than 6 months,
 - * To invite family to Japan (spouse and children only), participants should be re-sponsible for all expenses and necessary procedures in Japan by themselves. JICA does NOT provide any support or additional financial assistance except issuing necessary documents for the process. If the participants wish to invite families, JICA strongly recommend doing so AFTER 6 MONTHS upon arrival in Japan at the earliest.
- (5) to return to their home country on the designated flight by JICA, when they finish the program/course or when it is deemed impossible to finish the program within the program period, or when the participant is not successful on the regular course examination,
- (6) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
- (7) to enroll and complete JICA-DSP online courses, when you receive JICA's instructions to do so,
- (8) to observe the rules and regulations of the program implementing partners to provide the program or establishments ("Plagiarism" especially is taken severely by enrolling university, regardless of whether it is direct plagiarism or self-plagiarism and participants may be subjected to disciplinary action such as suspension),
- (9) not to engage in political activities, or any form of employment for profit,
- (10) to agree to be discontinued of the program, should the participant (a)violate Japanese laws, JICA's regulations, or University's regulations, (b)commit illegal or any type of immoral conduct including sexual harassment, (c)become critically ill or seriously injured after arrival in Japan.
- (11) to be responsible for paying any cost for treatment of the said health conditions except for the medical care expenses described in the table of "13. Expenses To be borne by JICA,"

- (12) to return the total amount or a part of the expenditure for KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (13) not to drive a car or motorbike, regardless of an international driving license possessed,
- (14) to observe the rules and regulations at the place of the participants' accommodation,
- (15) to refund allowances or other benefits paid by JICA in the case of a change in schedule,
- (16) to accept that the Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan,
- (17) to submit a Health Certificate in JICA format at the participant's expense, when the participant applied to the entrance examinations or within 6 months before arrival in Japan, whichever is later.
- (18) to accept to submit a second Health Certificate in JICA format if deemed necessary by JICA. The cost of acquiring the Health Certificate will be borne by JICA unless it is required due to the candidates' fault.
- (19) to promptly resubmit your medical history, If there are changes in your health condition, such as pregnancy or a pre-existing disease,
- (20) to be in good health to participate in the program. In order to reduce the risk of worsening symptoms associated with respiratory tract infection, please be honest when declaring "Medical History" prepared in "Application Form Annex,"
- (21) to attend additional six months course to prepare for the entrance examination of the university if you will be accepted as a research student. And if you failed the entrance exam, you must return to their home country without delay (The program ends at that moment).
- (22) not to be receiving nor planning to receive another scholarship during the program,
- (23) to understand not to make other applications for different JICA KCCP (long-term) at the same time, and
- (24) to understand that the maximum duration of "Overseas research" and "Temporary Leave (leaving Japan for private purpose)" is 60 days, in principle,
- (25) to accept to take tuberculosis related inspections organized by JICA after arriving in Japan and to submit the results to JICA and university.
- (26) to approve the following conditions on summary of my thesis;
 - ① Summary of the thesis shall be kept at JICA.
 - ② Summary of the thesis can be read by anyone who made a request to JICA .
 - ③ Summary of the thesis can be used for publication by JICA or JICA website.
 - ④ Taking Photocopy of the thesis shall be allowed by anyone with JICA's permission. I, the understand,

END

Appendixes

1 University List

2 Application Form

CORRESPONDENCE

For enquiries and further information, please contact your nearest JICA office.