

**BỘ KẾ HOẠCH VÀ ĐẦU TƯ**

**CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM  
Độc lập - Tự do - Hạnh phúc**

Số: **8030**/BKHDĐT-KTĐN  
V/v đề nghị cử cán bộ đăng ký dự  
tuyển đào tạo dài hạn tại Nhật Bản

Hà Nội, ngày **04** tháng 12 năm 2020



Kính gửi:

- Bộ Công Thương;
- Bộ Tài nguyên và Môi trường;
- Bộ Giáo dục và Đào tạo;
- Đại học Quốc gia Thành phố Hồ Chí Minh.

Bộ Kế hoạch và Đầu tư nhận được công hàm số 961.2020/JICA-GI ngày 25/11/2020 của Cơ quan Hợp tác Quốc tế Nhật Bản (JICA) đề nghị phía Việt Nam cử ứng viên đăng ký dự tuyển Chương trình đào tạo dài hạn **“Human Resources Development in the Mining Sector (KIZUNA Program)”** tổ chức tại Nhật Bản năm 2021.

Thông tin chi tiết về nội dung đào tạo, đối tượng tham dự và các nội dung liên quan đề nghị tham khảo công hàm và tài liệu gửi kèm theo; việc lựa chọn học viên do JICA thực hiện.

Căn cứ nội dung đào tạo, Bộ Kế hoạch và Đầu tư đề nghị quý cơ quan lựa chọn ứng viên phù hợp đăng ký tham gia dự tuyển và gửi công văn trả lời kèm theo hồ sơ ứng viên về Bộ Kế hoạch và Đầu tư trước ngày **11/12/2020** để thông báo cho phía JICA.

Bộ Kế hoạch và Đầu tư cảm ơn sự hợp tác của quý Cơ quan.

Nơi nhận:

- Như trên;
- Lưu: VT, KTĐN. C<sub>3</sub>

**TL. BỘ TRƯỞNG  
VỤ TRƯỞNG VỤ KINH TẾ ĐỐI NGOẠI**



*Deai*

**Phạm Hoàng Mai**



**JICA VIETNAM OFFICE**

11<sup>th</sup> Floor, CornerStone Building  
16 Phan Chu Trinh, Hanoi, Vietnam  
Tel:(8424)-38315005  
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URL: <http://www.jica.go.jp/vietnam>

Ref. No: 961 .2020/JICA-GI

Japan International Cooperation Agency (JICA) Vietnam Office presents its compliments to Ministry of Planning and Investment (MPI) and has the honor to inform of the followings as an announcement of JICA-related academic opportunity for high-quality human resource development of the Government of Vietnam (GOV):

Government of Japan (GOJ), through JICA, plans to introduce Longterm Training Programs in JFY2021 as a part of Japan's ODA based on bilateral agreement between GOJ and respective recipient Government.

The programs are to consist of the acceptance of scholars for master's degree and Ph.D of the following course:

	<b>Topic/Program</b>	<b>Deadline for application submission to JICA Vietnam Office</b>	<b>Information/ Guidance</b>
1	Human Resources Development in the Mining Sector (KIZUNA Program)	12:00 PM, 11 December 2020	General information and 3 annexes

Application procedures of these programs are 3 steps as mentioned belows:

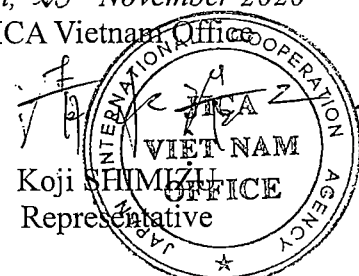
- 1<sup>st</sup> Step: Screening of the Application Documents by JICA
- 2<sup>nd</sup> Step: Screening of the Application Documents by Universities
- 3<sup>rd</sup> Step: Interview by University and JICA

In this context, it would be highly appreciated if your esteeme agency could disseminate the information on the programs to the potential candidates and encourage them to apply to the appropriate scholarship programs above. The candidate shall be nominated to MPI by his/her agency and the application documents shall be officially submitted to JICA from MPI.

Please feel free to contact JICA Vietnam Office Ms. Nguyen Diem Thanh at Tel 24.38315005, ext.294; email [nguyen-diemthanh@jica.go.jp](mailto:nguyen-diemthanh@jica.go.jp) for further clarifications/details if necessary.

Thank you for your cooperation.

Hanoi, 25<sup>th</sup> November 2020  
JICA Vietnam Office



To.: Foreign Economics Relations Department, Ministry of Planning and Investment

Cc.: - National Institute of Mining – Metallurgy Science and Technology, Ministry of Industry and Trade

- Oil, Gas and Coal Department, Ministry of Industry and Trade
- Personnel and Organization Department, Ministry of Natural Resources and Environment
- Hanoi University of Mining and Geology
- Hochiminh city University of Technology



Japan International Cooperation Agency

**JICA Knowledge Co-Creation Program  
(Long-Term Training)**

**General Information for ALL Applicants  
on  
Human Resources Development  
in the Mining Sector  
(KIZUNA Program)**

**FY2021**

国別研修

「資源分野の人材育成プログラム」(資源の絆プログラム)

This information pertains to one of the Japan International Cooperation Agency (JICA)'s Knowledge Co-Creation Program (Long-Term Training). This program will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both governments.



## **1. Background**

Mineral resources development is one of the most effective means for developing countries to develop their industries. The effect of mineral resources development has a great impact on the society and economy of the countries concerned. It often comes with infrastructure development and regional development. And it also contributes to developing human resources, such as engineers and technicians, in various fields related to the mineral industry.

The global demand for mineral is expected to increase in line with the long term prospects for world economic growth. Under these circumstances, developing countries with mineral potential are striving to promote mining industries. These countries are placing more importance on mining activities to support future economic development.

However, governments of developing countries need more capacity and knowledge to promote and regulate mining companies. In order for foreign mining companies to make decisions to participate in mineral businesses of developing countries, there are many aspects that need to be clarified, such as the existence of sound legal systems and their enforcement, basic geological information, infrastructure, political and/or social risk, and security risk.

In the meantime, developing countries endowed with mineral resources require a great amount of capacity and knowledge for their sustainable development, such as proper mineral resources management, establishing sound legal systems, and aspects of resource exploration such as closing mines, mine safety, mine pollution countermeasures, socio-economic measures surrounding mines, public finance system, and environmental measures.

## **2. Objectives**

The objective of Human Resources Development in the Mining Sector is to develop capacity of governmental officials, educators and researchers who contribute to the mining development in developing countries. This program offers opportunities for such personnel to study at graduate courses for master's degree / doctor's degree in Japanese graduate schools as international students (hereafter referred to as participants) and experience internships at Japanese institutes and firms.

Beyond acquisition of skills and knowledge, this program also aims to have the participants understand and familiarize themselves with Japanese culture and systems. The expected outcome of the program is to develop a network of potential contributors to the mining development in the development countries.

## **3. Program Outline**

**(1) Program Title: Human Resources Development in the Mining Sector (KIZUNA Program)**

**(2) Language of the Program: English**

**(3) Contents of the Program**

<p><b>Orientation in Tokyo</b></p>	<p>Participants will have orientation at the beginning of the program mainly in Tokyo including briefing about the KIZUNA Program, courtesy call to related organizations, etc.</p>
<p><b>Research Student Program (6 months)</b></p>	<p>The maximum period for being a research student is six months in principle. Participants are required to prepare for entrance examination of the respective graduate course. Research students are able to participate in lectures, receive instruction from supervisors and make use of university's facilities.</p> <p>Note:</p> <ul style="list-style-type: none"> <li>- Participants who failed entrance examination will be required to return to their home countries.</li> <li>- Necessity of research student program will be considered based on interviews with professors of respective Japanese universities.</li> </ul>
<p><b>Graduate Course Program (2 or 3 years)</b></p>	<p>Master's degree course / Doctor's degree course</p> <ul style="list-style-type: none"> <li>- Lecture and practice</li> <li>- Research works for the thesis</li> <li>- Field research in Japan and/or home country</li> </ul> <p>* Field research is to be planned in accordance with the research theme and upon consultation with the supervisor.</p>
<p><b>Additional Special Program (Short-term Programs and Internship)</b></p>	<ul style="list-style-type: none"> <li>- JICA short-term (Spring/Summer) program: Mining Policy and Management Course, Observation tours to sites, institutions and firms in Japan.</li> <li>- Internship: Participants have Internship program in Japanese company, etc., during their stay in Japan. Basically, it should be conducted before graduation of university, but it is also possible to have internship after graduation, with a maximum of 6 months.</li> </ul>

**4. Duration**

<p><b>Master's Degree Course Participant</b></p>	<p>From: End of Sep. 2021</p> <p>To: End of Sep. 2024(maximum)</p> <ul style="list-style-type: none"> <li>- 6 months as a research student if necessary</li> <li>- 2 years as a master's course student</li> <li>- From 1 week up to 6 months as an internship trainee. Internship might be arranged after graduation of university.</li> <li>- Overall duration shall not exceed 3 years, in principle.</li> </ul>
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<p><b>Doctor's Degree Course Participant</b></p>	<p>From: End of Sep. 2021</p> <p>To: End of Sep. 2025 (maximum)</p> <ul style="list-style-type: none"> <li>- 6 months as a research student if necessary</li> <li>- 3 years as a doctor's course student</li> <li>- From 1 week up to 6 Months as an internship trainee. Internship might be arranged after graduation of university.</li> <li>- Overall duration shall not exceed 4 years, in principle.</li> </ul>
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### 5. Target Countries

Mining: Indonesia, Philippines, Vietnam, Myanmar, Cambodia, Uzbekistan, Laos, Fiji, Papua New Guinea, Mongolia, Kazakhstan, Ecuador, Bolivia, Botswana, Mozambique, Madagascar, Zambia, Zimbabwe, Namibia, South Africa, and Tanzania.

Geothermal: Indonesia, Philippines, Peru, Ecuador, Costa Rica, Bolivia, Kenya, Ethiopia, Djibouti, El Salvador, and Nicaragua.

### 6. Target Participants

This program is designed for the following two types of personnel.

<p><b>Governmental Officials (Technocrats)</b></p>	<p>Technocrats who take part in policy making and administration related to mineral resources development in central/regional government, governmental research institutions or other related public organizations in the mining sector. Mainly for Master's degree.</p>
<p><b>Educators/ Researchers</b></p>	<p>Individuals who are responsible for education and research in the mining sector in Higher Education and TVET (Technical and Vocational Education and Training) institutions in target countries. Mainly for Doctor's degree.</p>

### 7. Numbers of Participants

Around 20 participants from all the target countries.

### 8. Fields of Study at Japanese Universities

This program targets fields listed as below.

- Economic Geology / Energy Geology / Sedimentology / Petrology
- Applied Geophysics / Exploration Geophysics
- Geochemistry
- Reservoir Engineering
- Resources Production and Safety Engineering
- Engineering Rock Mechanics / Mining Machinery
- Petroleum and Geothermal Engineering / Energy Resources Engineering
- Mineral Processing and Recycling / Environmental Remediation

Please be sure to visit the website of listed university below to choose your desired course and supervisor to apply. If you are not sure about appropriate university to apply for, please contact to JICA.



<List of Universities>

- Graduate School of International Resource Sciences, Akita University  
<https://www.akita-u.ac.jp/shiqen/eng/index.html>
- Graduate School of Engineering Science, Akita University  
<https://www.riko.akita-u.ac.jp/en/>
- Graduate School of Engineering, Kyushu University  
<https://www.eng.kyushu-u.ac.jp/e/>
- Graduate School of Engineering, Hokkaido University  
<https://www.eng.hokudai.ac.jp/english/division/graduate.php>
- Department of resources and Environmental Engineering, Graduate School of Creative Science and Engineering, Waseda University  
<http://www.cse.sci.waseda.ac.jp/en/>
- Department of Civil and Earth Resources Engineering, Graduate School of Engineering, Kyoto University  
<http://www.ce.t.kyoto-u.ac.jp/en>
- Graduate School of Environmental Studies, Tohoku University  
<http://www.kankyo.tohoku.ac.jp/en/>
- Department of Systems Innovation, Graduate School of Engineering, The University of Tokyo  
[http://www.u-tokyo.ac.jp/en/academics/graduate\\_schools.html](http://www.u-tokyo.ac.jp/en/academics/graduate_schools.html)
- Graduate School of Life and Environmental Sciences, University of Tsukuba  
<http://www.global.tsukuba.ac.jp/departments/%E7%94%9F%E5%91%BD%E7%92%B0%E5%A2%83%E7%B3%BB>

**9. Additional Programs for KIZUNA participants**

Every participant need to participate JICA Short-term (Spring/Summer) Program (“Mining Policy and Management” and “Observation Tours”) and Internship Program at related institutions. Both program will be held during the vacation period or after graduation. All programs are carried out in English. Cost to attend the program will be born by JICA. Details of internship schedule will be considered through consultation with supervising professor (or JICA).

**10. Application Qualifications and Requirements**

Applicants shall satisfy the following requirements:

Please bring the original copy of documents when you come to Japan.

<b>(1) Nationality</b>	Citizens of the target countries
<b>(2) Education</b>	For Master’s degree course: <ul style="list-style-type: none"> <li>- At least 16 years of academic background or equivalent</li> <li>- A bachelor’s degree</li> </ul>





	<p>For Doctor's degree course:</p> <ul style="list-style-type: none"> <li>- At least 18 years of academic background or equivalent</li> <li>- A Master's degree</li> </ul>
<b>(3) Working Experience /Status</b>	<p>Applicants from government sectors / educators are required;</p> <ul style="list-style-type: none"> <li>- to have more than 6 months working experience at their current organizations</li> <li>- to obtain permission for application and securing reinstatement from their current organizations</li> </ul>
<b>(4) English Proficiency</b>	<p>Adequate English proficiency, both in written and oral communication, in order to complete the Master's / Doctor's degree. Applicants should submit any one of the English scores (TOEFL, IELTS or TOEIC).</p>
<b>(5) Understanding of the Program</b>	<p>Applicants are required to have clear understanding of the objectives of the Program, and have a strong will to contribute to the development of the mining sector in their home countries as well as to strengthen the linkage between their countries and Japan after returning home country.</p>
<b>(6) Others</b>	<p>Applicants must;</p> <ul style="list-style-type: none"> <li>- be both physically and mentally fit for the program,</li> <li>- not be receiving nor applying for scholarship offered by other organizations,</li> </ul> <p>Applicants might be required to attend the activities on the weekends / holidays in unavoidable circumstances (ex. official exam).</p> <p>Though the number of female participants has been limited so far, female participants are encouraged to apply for the program.</p>

## 11. Procedures and Required Documents for Application

Each applicant is required to submit the following documents by the deadline set by JICA Office in the applicants' country.

<b>Application Documents</b>	<p>(1) Application Form (Annex 1) consists of;</p> <ul style="list-style-type: none"> <li>• Declaration of desired university placement: 1<sup>st</sup> and 2<sup>nd</sup> choice</li> <li>• Personal Information</li> <li>• Education Background</li> <li>• Work Experience</li> <li>• Details of Current and Previous Employment</li> <li>• Career Plan after completion of KIZUNA program</li> <li>• Research plan</li> <li>• Medical History</li> </ul>
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	<ul style="list-style-type: none"> <li>• Declaration</li> <li>(2) Undergraduate degree graduation certificate / master's degree completion certificate             <ul style="list-style-type: none"> <li>* <u>Prepare the undergraduate certificate if you apply master's course. Also, prepare the master's one if you apply doctor's course.</u></li> <li>* <u>Officially certified copies of the original.</u></li> <li>* <u>Written in English or accompanied with official translation in English.</u></li> </ul> </li> <li>(3) Academic transcript             <ul style="list-style-type: none"> <li>* <u>Prepare the undergraduate transcript if you apply master's course. Also, prepare the master's one if you apply doctor's course.</u></li> <li>* <u>Must contain all the grades earned in the university.</u></li> <li>* <u>Officially certified copies of the original.</u></li> <li>* <u>Written in English or accompanied with official translation in English.</u></li> </ul> </li> <li>(4) A letter of recommendation (Annex 2) from home country's government.</li> <li>(5) A copy of valid passport with photo (for checking nationality, name, sex, and date of birth. National ID and birth certificate are acceptable if you do not have valid passport. Certified English translation must be attached if ID is not written in English).</li> <li>(6) Two (2) ID Photos (4 cm × 3 cm ) pasted on application form (Original and copy) and another 6 same photos.</li> <li>(7) Score of English proficiency examination See "10. Application Qualifications and Requirements", "(4) English Proficiency". If you have any problem or question, please contact to JICA.</li> <li>(8) Check List (Annex 3)</li> <li>(9) Health certificate to be submitted after the selection</li> </ul>
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## 12. Application Period

Complete set of application documents must be submitted to JICA Office in your country **not later than 4<sup>th</sup> Dec. 2020.**

## 13. Selection Procedures

\* Any costs incurred during the selection procedures including travel expenses to selection venues will NOT BE COVERED by JICA.

\* The reasons for disqualification on each selection procedure will NOT BE DISCLOSED.

### (1) Selection Procedures

#### **[1<sup>st</sup> Step] Screening of the Application Documents by JICA**

Period: Dec. 2020 – Feb. 2021



JICA will conduct screening whether the applicants meet the program's purpose and qualification set by JICA. JICA will share the information of qualified applicants with Japanese university.

**[2<sup>nd</sup> Step] Screening of the Application Documents by Universities**

Period: Feb. 2021 – Mar. 2021

Japanese universities will examine the documents to match applicants with the courses / supervisors, and may select candidates for the 3<sup>rd</sup> selection.

**[3<sup>rd</sup> Step] Interview by University and JICA**

Period: Mar. 2021 – May 2021

Venue: JICA Office in your country through video conference

Applicants who passed 2<sup>nd</sup> Step will have an interview through video conference with faculty member of the Japanese university and JICA Headquarters (Tokyo).

**(2) Announcement of result of the selection**

JICA will inform candidates with result of the selection through JICA Office in your country by the end of May 2021.

**(3) Others**

JICA might offer the candidate universities that are not stipulated in the "Declaration of desired university placement" in the Application Form as the result of matching process.

**14. Expenses to be borne by JICA**

JICA will provide the following expenses for participants in the program.

- A round-trip airfare (actual cost paid to travel agencies)
- Fee for Official Entrance Examination Fee / Admission / Tuition Fee (actual cost directly paid to universities)
- Outfit allowance (general outfit and shipping) (fixed amount)
- Monthly Allowance: living costs and residence, etc. (fixed amount)
- Expenses for support programs during the study in Japan, including the costs of observation tours and internship (actual cost paid to universities, etc.)

(Notes)

\*Above amount of each item will be revised every year.

\*First payment such as monthly allowance after coming to Japan is expected to be in mid-October or late October.

\*Other costs should be covered by the participants' organizations or other individuals.

\*Participants are not allowed to work during their stay in Japan.

\*To invite family to Japan (spouse and children only), participants should be responsible for all expenses and necessary procedure by themselves. JICA does not provide any support or additional financial assistance except issuing necessary documents for the process. JICA strongly recommend participants invite their family AFTER 6 MONTHS upon arrival in Japan.



## **15. Other Information**

### **(1) Laptop PC**

Participants are strongly recommended to bring their own laptop to conduct their research.

### **(2) Expenses**

Please be noted that the "arrival allowance" is paid one or two weeks after opening bank account in Japan. Therefore, JICA recommends to bring approximately 100,000 JPY (1,000 USD) from your home country to bear the expenses that will be incurred before these allowances are paid after arrival in Japan.

### **(3) Research Samples**

Participants are recommended to bring their research samples and data. Please check the import regulations.

## **16. Annex**

Annex 1. Application Form

Annex 2. Form of Recommendation Letter

Annex 3. Check List

\*Please sign all the pages on the bottom of the right-hand corner  
 \*It is recommended to type in a word file rather than handwriting

Reg.No. \_\_\_\_\_

## Human Resources Development in the Mining Sector (KIZUNA Program)

**APPLICATION FORM****1. Declaration of desired university placement**

- 1) Please write first and second choice of Universities, and the respective Field of Studies that you wish to apply from the following list. For further information, please visit the website of each university and field of study.

If you are not sure which one is suitable for you, please write "JICA" in the box. JICA will choose appropriate one.

Priority	Name of selected University and Graduate School	Supervisor of Choice	Field of Study
Example	***University, Graduate School of***	Professor *****	Engineering
1			
2			

## &lt;List of University&gt;

- Graduate School of International Resource Sciences, Akita University  
<https://www.akita-u.ac.jp/shigen/eng/index.html>
- Graduate School of Engineering Science, Akita University  
<https://www.riko.akita-u.ac.jp/en/>
- Graduate School of Engineering, Kyushu University  
<https://www.eng.kyushu-u.ac.jp/e/>
- Graduate School of Engineering, Hokkaido University  
<https://www.eng.hokudai.ac.jp/english/division/graduate.php>
- Department of resources and Environmental Engineering, Graduate School of Creative Science and Engineering, Waseda University  
<http://www.cse.sci.waseda.ac.jp/en/>
- Graduate School of Engineering, Department of Civil and Earth Resources Engineering, Kyoto University  
<http://www.ce.t.kyoto-u.ac.jp/en>
- Graduate School of Environmental Studies, Tohoku University  
<http://www.kankyo.tohoku.ac.jp/en/>
- Graduate School of Engineering, Department of Systems Innovation, The University of Tokyo  
[http://www.u-tokyo.ac.jp/en/academics/graduate\\_schools.html](http://www.u-tokyo.ac.jp/en/academics/graduate_schools.html)
- Graduate School of Life and Environmental Sciences, University of Tsukuba  
<http://www.global.tsukuba.ac.jp/departments/%E7%94%9F%E5%91%BD%E7%92%B0%E5%A2%83%E7%B3%BB>

- 2) Based on your research plan and request above mentioned, JICA will select the appropriate university. To grant JICA the authority to choose the university for you, please sign your name below and answer the following questions.

I, (print your full name) \_\_\_\_\_, give JICA full authority to choose the university at which I will study in Japan.



\*Please sign all the pages on the bottom of the right-hand corner  
 \*It is recommended to type in a word file rather than handwriting

	<p><input type="checkbox"/> ] Either 3 years as a Doctor's Course student OR starting as a research student up to 6 months, then 3 years as a Doctor's Course student after passing the exam. (for 3 years or 3 and a half years)</p>
<p>Period needed for internship program                  *Please choose one.</p>	<p>The internship program / post-doctor's program after graduation is for a maximum of 6 months. Please indicate whether or not you wish to participate in the program.</p> <p>* As stated in Declaration No.6, you are required to participate in the internship program.</p> <p><input type="checkbox"/> ] Yes, I can participate</p> <p><input type="checkbox"/> ] No, it is not possible.</p> <p>* If you cannot participate in the 6 month internship program, please provide an explanation. Likewise, if you can participate in the internship program for a period of less than 6 months, please provide the length of time that is possible.</p> <p>Period : maximum _____ month(s)</p> <p>Reason : _____</p>





\*Please sign all the pages on the bottom of the right-hand corner  
 \*It is recommended to type in a word file rather than handwriting

8) 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 ( )		

9) Contact Information

Home	Address: (Province/State) (City)	
	TEL(Primary):	TEL(Secondary):
	E-mail:	
Office	Address: (Province/State) (City)	
	TEL(Primary):	TEL(Secondary):
	E-mail:	
Contact person in emergency	Name: Relationship to you:	
	Address: (Province/State) (City)	
	TEL(Primary):	TEL(Secondary):
	E-mail:	

3. Educational Background

Level	Name of School	Location (City and Country)	Number of years of schooling you have attended	From/To (Month/Year)	Academic Degree
	Department				
Example	*** University Faculty of ***	Nairobi, Kenya	4 Years	9/1999 to 6/2003 Month/Year Month/Year	Bachelor of ***
Primary Education				/ to / Month/Year Month/Year	/
Lower Secondary Education				/ to / Month/Year Month/Year	
Upper Secondary Education				/ to / Month/Year Month/Year	
Higher Education (University level)				/ to / Month/Year Month/Year	
Other Higher Education (except training)				/ to / Month/Year Month/Year	
Other Higher Education (except training)				/ to / Month/Year Month/Year	
Total Years of Education: _____ year(s)					

\*Please sign all the pages on the bottom of the right-hand corner  
 \*It is recommended to type in a word file rather than handwriting

Field of Study which you have been studied.	<input type="checkbox"/> Economic Geology <input type="checkbox"/> Energy Geology <input type="checkbox"/> Sedimentology <input type="checkbox"/> Petrology <input type="checkbox"/> Applied Geophysics <input type="checkbox"/> Exploration Geophysics <input type="checkbox"/> Geochemistry <input type="checkbox"/> Resources Production and Safety Engineering, <input type="checkbox"/> Engineering Rock Mechanics <input type="checkbox"/> Mining Machinery, <input type="checkbox"/> Petroleum and Geothermal Engineering <input type="checkbox"/> Energy Resources Engineering <input type="checkbox"/> Mineral Processing and Recycling <input type="checkbox"/> Environmental Remediation of Mine <input type="checkbox"/> Others(                                    )
Master thesis title ※If you have a summary, attach the file.	

- (1) Score of any English Assessment Exams that you have taken  
 a. **TOEFL:**  
 b. **IELTS:**  
 c. **TOEIC:**  
 d. **Others:**

(2) Language Proficiency (required)

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

- 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.
- Good: Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.
- Fair: Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.
- Poor: Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.

\*Please sign all the pages on the bottom of the right-hand corner  
\*It is recommended to type in a word file rather than handwriting

(4) Have you ever been awarded a scholarship for studying abroad?

- Yes** Name of the Scholarship: \_\_\_\_\_  
Country where you studied: \_\_\_\_\_  
Duration From (month/year) \_\_\_\_\_ to (month/year) \_\_\_\_\_
- No**

(5) Are you currently applying for any scholarship(s), other than JICA Program?

- Yes** Name of the Scholarship(s): \_\_\_\_\_
- No**

(6) Have you ever participated in any training course in your country or abroad including any offered by JICA?

- Yes** Name of the course: \_\_\_\_\_  
Country you visited: \_\_\_\_\_  
Name of the institution or agency: \_\_\_\_\_  
Duration From (month/year) \_\_\_\_\_ to (month/year) \_\_\_\_\_
- No**

\*Please sign all the pages on the bottom of the right-hand corner  
 \*It is recommended to type in a word file rather than handwriting

### 4. Work Experience

Provide your work experience starting with the most recent and attach another sheet if additional space is needed. Full-time jobs, Part-time jobs and jobs before graduation from university can be included.

(1) Work Experience (as of application)

Organization	Department	Position	Period of Working	From /To (Month/Year)	Full-time or Part-time	** Type
Ex. Ministry of ***	*** Section, *** Directorate	Head	3 years 9 months	9/1999 to 6/2003 Month/Year Month/Year	Full	B
(Most recent)				/ to / Month/Year Month/Year		
				/ to / Month/Year Month/Year		
				/ to / Month/Year Month/Year		
				/ to / Month/Year Month/Year		
				/ to / Month/Year Month/Year		

\*\*For the type of organization above, please choose from the following:

- A. National Governmental Private Sector    B. Local Governmental
- C. Public Enterprise    D. Private (profit)    E. NGO/Private (Non-profit)
- F. University    G. Other

Total years of full-time job experience: \_\_\_\_\_ year(s) \_\_\_\_\_ month(s)

Total years of part-time job experience: \_\_\_\_\_ year(s) \_\_\_\_\_ month(s)

(2) Name of current department: \_\_\_\_\_  
 \*Do not abbreviate the name.

(3) Your Current Occupation (including Position Title)  
 \_\_\_\_\_

\*Please sign all the pages on the bottom of the right-hand corner  
 \*It is recommended to type in a word file rather than handwriting

**(4) Confirmation of the nomination by the applicant's current organization/ institute**  
 \*Please write in print except your signature.

I agree to nominate this person on behalf of our organization/ institute.

Date:		Signature:	
Name:		Official Stamp	
Designation / Position:			
Department / Division			
Telephone:	E-mail:		

\*Please sign all the pages on the bottom of the right-hand corner.  
\*It is recommended to type in a word file rather than handwriting

## **5. Details of Current and Previous Employment**

Please describe your responsibilities in your current and previous work within 150 words. When more space is needed, please write on separate sheets of A4 sized paper. Make sure to sign on each page.

**(Current Work)**

**(Previous Work)**

- \*Please sign all the pages on the bottom of the right-hand corner
- \*It is recommended to type in a word file rather than handwriting

## 6. Career Plan after Graduation

Considering the prospective fields of study which you indicated on page 1, how do you intend to utilize your knowledge, skills and experiences that you obtained in Japan after you returned to your home country? Keep in mind that the aim of the program is that you not only contribute to the development of industries within your country, but also utilize the networks that formed while in Japan, and continue to foster relationships between your country and Japan.

- (1) Your answer must be typed **and 400-500 words in length.**
- (2) If the space below is not enough, please attach separate sheet of A4 sized paper to this page.
- (3) Do not forget to sign each page of the attachment.

- \*Please sign all the pages on the bottom of the right-hand corner
- \*It is recommended to type in a word file rather than handwriting

## 7. Research Plan

(1) Write a brief research plan of your proposed Master's/Doctor's thesis. The readers (i.e. faculty members of the graduate school) evaluate your academic ability and motivation in regards to the field of study based on this research plan. Below is an example of the advised structure for the research plan. This structure is not essential, but it is strongly recommended.

1. TITLE of your Master's / Doctor's thesis

2. INTRODUCTION (1 paragraph):

Clearly state what your research interests are. You need to include the following in your introduction:

- Background information regarding the selected topic and your involvement in it (e.g. what is the main reason why you chose this topic, your relevant working experience, etc.)
- The main objective of your study.

3. MAIN BODY (approximately 3 paragraphs):

Provide specific information to support your ideas. Explain what you are going to study and how the research is conducted. You need to include the following points:

- Brief explanation regarding your analysis of this topic.
- Brief explanation regarding your research methodology.
- Please do not digress, stick to the topic, and be brief of what you want to learn in the Japanese university you chose.

**!! IMPORTANT !!**

- ✓ You must demonstrate that your academic background and job experience are sufficient enough to successfully engage in and complete the graduate school in Japan. Therefore, it is essential for you to select a research theme which is associated with your current or future assignment in your organization.
- ✓ You are required to discuss with your organization and gather supporting references, such as a policy and/or strategic paper from your organization.
- ✓ You must understand the program offered by the graduate school of your choice very well. The readers (faculty members of graduate schools) will evaluate whether their program is capable of supporting your research, based on the description in the research plan that you wrote.
- ✓ Applicants should write the research plan in light of the requirements and characteristics of the graduate school program. It is strongly recommended that you contact the faculty of your intended university and ask whether or not they can accept your research plan to which you are applying.

4. CONCLUSION(1 paragraph):

Stress the most important point(s) of your research plan, and your future work. You need to include the following in the conclusion:

- The skills which you wish to obtain in Japan.
- How you intend to utilize your research to solve the issue(s) mentioned in the first part of the plan after you return to your country. It should focus on what difference it will make to your country/organization and how it will foster close connection with the Japanese private sector.
- Describe how your research will contribute to the enhancement of closer relationship between your country / workplace and the Japanese private sector.

- (2) The proposal must be typed in no more than 700 words
- (3) Do not forget to sign at the bottom of each page of the attachment.
- (4) Please see sample research plan for your reference as attached.



\*Please sign all the pages on the bottom of the right-hand corner  
 \*It is recommended to type in a word file rather than handwriting

## 8. 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>	

(b) Are you pregnant?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Months of pregnancy ( ) months)
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(c) Are you allergic to any medication or food?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: What are you allergic to? ( )
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(d) Please indicate any needs arising from disabilities that might necessitate additional support or facilities.

( )
<i>Note: Disability does not lead to exclusion of persons with disability from the program. However, upon the situation, you may be directly inquired by the JICA official in charge for a more detailed account of your condition.</i>

### 2. Past Medical History

(a) Have you had any significant or serious illness?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Please specify ( )
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(b) Have you ever been a patient in a mental clinic or been treated by a psychiatrist?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Please specify ( )
-----------------------------	---

### 3. Other Medical Problems

If you have any medical problems that are not described above, please indicate below.

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\*Please sign all the pages on the bottom of the right-hand corner.  
\*It is recommended to type in a word file rather than handwriting

## 9. Declaration

I, (print your name) \_\_\_\_\_, declare that I apply for the Program of Human Resources Development in the Mining Sector with a full understanding of the "General Information" (G.I.), especially the articles stipulated below:

### (1) APPLICATION

1. All the information answered and provided in this application form by me is true and accurate to the best of my knowledge and ability. My application will be cancelled if any information is proven to be false.
2. All the information provided by me in this application form had been approved by my supervisor in my organization.
3. An application form which is incomplete or missing any necessary document(s) will be deemed ineligible and not considered.
4. The selection procedure and results rest entirely with the secretariat of KIZUNA Program. No inquiries or objections by applicants regarding the result of the selection process will be considered.

### (2) OBJECTIVE OF THE PROGRAM

When I am accepted for the program, I agree

1. that the objective of the program which is written in G.I. Therefore, I will participate in short-term program, internship, as designated by JICA,
2. that I am required to contribute to the development of my nation's relationship with Japan after completing the program in Japan,

### (3) JICA's GUIDELINES

When I am accepted for the program, I agree

1. to invite my family (spouse and children only) on my own responsibilities for all expenses and necessary procedures after 6 months upon arrival in Japan to follow JICA's Guidelines,
2. all the information answered in 8. MEDICAL HISTORY is true, and to accept that medical conditions resulting from an undisclosed pre-existing condition may not be financially compensated by JICA and may result in termination of the program,
3. 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,
4. to follow the program, and abide by the rules of the institution or establishment that implements the program,
5. to refrain from engaging in political activity or any form of employment for profit or gain,
6. to return to my home country at the end of the activities in Japan on the designated flight schedule arranged by JICA,
7. to discontinue the program if JICA and the applicant's current organizations agree on any reason for such discontinuation and not to claim any cost or damage due to the said discontinuation,

\*Please sign all the pages on the bottom of the right-hand corner  
\*It is recommended to type in a word file rather than handwriting

8. to consent to waive exercise of my copyright holder's rights for documents or products that are produced during the course of the program, against duplication and/or translation by JICA, as long as they are used for the purposes of the program,

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 Kizuna program to the participants.
    2. To provide Kizuna 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.
9. to observe Japanese laws and ordinances (including, for example, such as 'Sexual Harassment') during my stay, if I violate, will return the total amount or a part of the expenditure required for KIZUNA Program depending on the extent of the violation,
10. 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.

Signature: \_\_\_\_\_

(\*Please sign at the bottom of all the pages including this page)

Date: (day)\_\_\_\_/(month)\_\_\_\_/(year)\_\_\_\_\_

\*Please submit the Original of the Recommendation Letter to the candidate

Date: MM/DD/YYYY

To Chief Representative of JICA <name of country> Office,

Subject: Recommendation of Applicant for KIZUNA Program

\*Please write down the reason why you recommend the applicant particularly in what way he/she will contribute to the development of the industries in the Mining sector in Africa after his / her acquisition of a master's degree in Japanese University. Please sign your name at the bottom.

Example) I highly recommend Mr. / Ms. xxx. He / She worked as .. and excels in ...

His/her participation in the KIZUNA Program will contribute to ..... for our company's further business activities in ....

After concluding his/her master's degree and internship through the KIZUNA Program, he/she is expected to...

(Signature of Presenter)

From xxx (Name of Presenter)

\*Please provide the following information.

1. Presenter	Name: _____ email: _____ Job title: _____ Organization: _____
2. Enterprise or Organization of Internship	*If it is planned to provide internship at specific Japanese enterprise or organization, please write its name. Name of Japanese enterprise or organization: _____
3. Informal Consent of Admission to a Japanese University	*In case the applicant fails to get admission to the above mentioned University, JICA may contact other Universities for seeking another chance of admission. Do you agree this kind of arrangement? Please select the number: _____ (1) Yes (2) No

\*Please explain about the recommended applicant / nominee.

4. Recommended Applicant	Name: _____ Organization: _____ Contacts: _____
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\*Do you (and your organization) agree that this Recommendation Letter will be sent to the university(ies) as a reference at the selection.

YES

NO

## List of Application Documents to be submitted

- The deadline for submission is 4<sup>th</sup> December 2020.
- All submitted documents should be photocopied in A4.
- Please order the documents by number.
- Participants need to bring original copy of documents when you come to Japan.

No	Document	Original / Certified Sets		Copy of Original / Certified Sets		Remarks
		Required	Submitted (Check in)	Required	Submitted (Check in)	
1	<b>Application Form (Annex1)</b>	1				* Please use clip, do not staple. * Please paste photo on it.
2	<b>Graduation certificate (Officially certified copy)</b>			1		* Prepare the <u>undergraduate</u> certificate if you apply master's course. Also, prepare the <u>master's</u> one if you apply doctor's course. * Written in English or accompanied with official translation in English. * Submit <u>officially certified copy</u> of the original ( <u>Notary Seal</u> must be stamped for clarification). * Submitted certificate will not be returned to the applicants.
3	<b>Academic Transcript (Officially certified copy)</b>			1		* Prepare the <u>undergraduate</u> transcript if you apply master's course. Also, prepare the <u>master's</u> one if you apply doctor's course. * Written in English or accompanied with official translation in English. * Submit <u>officially certified copy</u> of the original ( <u>Notary Seal</u> must be stamped for clarification). * Must contain all the grades earned in the university. * Submitted certificate will not be returned to the applicants.
4	<b>Recommendation letter (Annex2)</b>			1		A letter of recommendation with original signature or seal from home country's government.
5	<b>A copy of Passport with photo</b>			1		If you do not have Passport, National ID and birth certificate are acceptable. *(Official translation for non-English documents must be attached.)
6	<b>Photo (4cm×3cm)</b>	6				
7	<b>Score of English proficiency examination</b>			1		*Submit any one of the scores of TOEFL, IELTS or TOEIC. * If you have any problem or question, please contact to JICA.
8	<b>List of Application Documents to be submitted (This form)</b>			1		Please put a check in the box and submit this document.