



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
আইন, বিচার ও সংসদ বিষয়ক মন্ত্রণালয়  
আইন ও বিচার বিভাগ  
বিচার শাখা-৫  
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স্মারক নং-১০.০০.০০০০.১২৯.২৫.০২২.১৯.৭০৪

তারিখঃ ২৬ কার্তিক ১৪২৭ বঙ্গাব্দ  
১১ নভেম্বর ২০২০ খ্রিষ্টাব্দ

বিষয়ঃ Japanese Government (Monbukagakusho : MEXT) Scholarship এর Young Leaders Program (YLP) 2021 এ মনোনয়ন প্রদানের জন্য বিচার বিভাগীয় কর্মকর্তাদের নিকট থেকে দরখাস্ত আহ্বান প্রসঙ্গে।

সূত্রঃ ঢাকা হু অ্যামেসী অব জাপানের স্মারক নং C17/GL/20, Date : 28 October 2020

উপর্যুক্ত বিষয় ও সূত্রের প্রেক্ষিতে নির্দেশিত হয়ে জানানো যাচ্ছে যে, জাপান সরকারের শিক্ষা, সংস্কৃতি, ক্রীড়া, বিজ্ঞান ও প্রযুক্তি মন্ত্রণালয় কর্তৃক প্রদত্ত Japanese Government (Monbukagakusho : MEXT) Scholarship এর Young Leaders Program (YLP) 2021 এ মনোনয়ন প্রদানের জন্য অগ্রাহী বিচার বিভাগীয় কর্মকর্তাদেরকে আগামী ২৩.১১.২০২০খ্রিঃ তারিখের মধ্যে নিয়ন্ত্রণকারী কর্তৃপক্ষের মাধ্যমে এ বিভাগ বরাবর ৩ সেট দরখাস্ত প্রেরণের অনুরোধ করা হলো।

০২। আবেদনকারীকে আইন ও বিচার বিভাগের ওয়েবসাইটে এ পত্রের সংযুক্তিতে প্রচারিত স্কলারশিপের ২টি পৃথক গাইডলাইন অনুসরণপূর্বক আবেদন ফরম (৪ পৃষ্ঠা), Recommendation Form (৪ পৃষ্ঠা), Easy Questions (Law), Certificate of Health ফরম যথাযথভাবে পূরণ করার অনুরোধ করা হলো। আবেদনকারীকে বর্ণিত স্কলারশিপ সংক্রান্ত ওয়েবসাইট ভিজিট করার পরামর্শ দেয়া হলো।

০৩। আবেদনকারীকে চাকরিতে স্থায়ী হতে হবে এবং ০১.১০.২০২১ খ্রিষ্টাব্দ তারিখে আবেদনকারীর বয়স ৪০ এর অধিক হতে পারবে না।

০৪। যারা ইতোপূর্বে চাকরিরত অবস্থায় প্রেষণে বা শিক্ষাছুটিতে মাস্টার্স ডিগ্রী সম্পন্ন করেছেন তাদের এ কোর্সে আবেদন করার প্রয়োজন নেই।

সংযুক্ত : ২৬ ফর্দ

(তৈয়বুল হাসান)

সিনিয়র সহকারী সচিব (প্রশাসন)

section5@lawjustice div.gov.bd

ফোন: ৯৫৭৭৪২০

কার্যার্থে (জ্যেষ্ঠতার ক্রমানুসারে নয়) :

- ১। রেজিস্টার জেনারেল, বাংলাদেশ সুপ্রীম কোর্ট, ঢাকা।
- ২। জেলা ও দায়রা জজ ... (সকল)
- ৩। মহানগর দায়রা জজ ... (সকল)
- ৪। অতিরিক্ত জেলা জজ ... (সকল)
- ৫। চীফ জুডিসিয়াল ম্যাজিস্ট্রেট ... (সকল)
- ৬। চীফ মেট্রোপলিটন ম্যাজিস্ট্রেট ... (সকল)
- ৭। যুগ্ম জেলা জজ / সমপর্যায়ের কর্মকর্তা ... (সকল)
- ৮। সিনিয়র সহকারী জজ / সমপর্যায়ের কর্মকর্তা ... (সকল)
- ৯। সহকারী জজ / সমপর্যায়ের কর্মকর্তা ... (সকল)

জ্ঞাতার্থে (জ্যেষ্ঠতার ক্রমানুসারে নয়) :

- ১। মাননীয় মন্ত্রী'র একান্ত সচিব, আইন, বিচার ও সংসদ বিষয়ক মন্ত্রণালয়।
- ২। সচিব মহোদয়ের একান্ত সচিব, আইন ও বিচার বিভাগ।
- ৩। প্রোগ্রামার, আইন ও বিচার বিভাগ (ওয়েবসাইটে প্রকাশের অনুরোধসহ)।
- ৪। যুগ্মসচিব (প্রশাসন-১/২/মতামত/বাজেট ও উন্নয়ন) মহোদয়ের ব্যক্তিগত কর্মকর্তা, আইন ও বিচার বিভাগ।
- ৫। সলিসিটর মহোদয়ের ব্যক্তিগত কর্মকর্তা, আইন ও বিচার বিভাগ।
- ৬। উপসচিব (প্রশাসন-১/২) মহোদয়ের ব্যক্তিগত কর্মকর্তা, আইন ও বিচার বিভাগ।
- ৭। অফিস কপি।

## II. Curriculum

### 1. Basic Concepts

The YLP in Law offers a diverse curriculum covering the major fields of law. The program has been designed to expose students to both theoretical and practical perspectives on a wide range of contemporary legal issues. As such, the program aims to provide students with the necessary skills for pursuing a law-related career in an increasingly complex global legal environment.

For an up-to-date curriculum:

<http://www.law.kyushu-u.ac.jp/programs/english/>

### 2. Courses & Thesis

Students are obliged to complete a minimum of 10 courses and write a Master's thesis.

The following is an indicative list of courses offered in recent years within the framework of the YLP in Law:

- Legal Research Methodology and Writing
- Basic and Current Debates in Japanese Law
- Business Law in a Networked Age
- Comparative Corporate Law
- Comparative Perspectives on Corporate and Business Law
- Contemporary Issues in Competition Law
- Creative Economy and Cultural Diversity
- Creative Thinking
- Deals and Transactions
- EU Law
- Fundamental Issues in IP Law
- International Economic Law and Practice
- International Environmental Law
- International Financial Law and Regulation
- Information Technology Law
- International Law in Today's World
- International Maritime Law
- International Commercial Arbitration
- IP and Private International Law
- IP Dispute Resolutions in International Matters
- Japanese Constitutional & Administrative Law

- Japanese Intellectual Property Law Practice
- Law and Development
- Legal Negotiation
- Mediation and Other Conflict Management Approaches
- Transnational Commercial Law and Foreign Investment Law
- White Collar and Corporate Crime
- World Trade Law

### 3. Internship

Each YLP student will be assigned to a Fukuoka-based law firm for around 2 weeks (in February - March) to experience legal practice in Japan. The interns will attend court hearings and accompany the lawyers for consultations with clients. During the internship students will visit other law-related institutions and will engage in discussions with serving judges.

Students are also provided with various summer internship opportunities at Tokyo based law firms and/or large corporations.

These internships provide students with the unique opportunity to experience international commerce and legal practice in Japan.

### 4. Additional Information

Further details on Kyushu University and the Graduate School of Law:

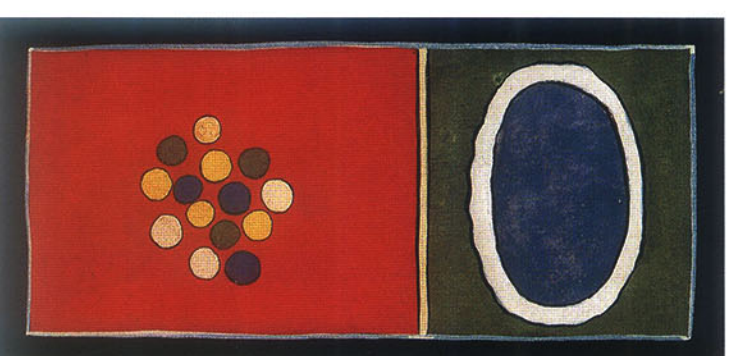
<http://www.kyushu-u.ac.jp>

<http://www.law.kyushu-u.ac.jp/programs/english/>

#### COVER PAGE

Anonymous (India)  
"Payodhi-jala" 1980  
23.5 × 13.2 (cm)  
Collection: Fukuoka Asian Art Museum

## 2021 YOUNG LEADERS' PROGRAM IN LAW



Graduate School of Law, Kyushu University  
Ministry of Education, Culture, Sports, Science  
and Technology (MEXT)



# I. Overview

## 1. Objectives

The Young Leaders' Program (YLP) was established in 2001 as a one-year Master's program by the Ministry of Education, Culture, Sports, Science and Technology (MEXT).

Currently, five different programs are offered in the fields of Government, Local Governance, Healthcare Administration, Business Administration, and the Law.

The YLP program aims to contribute to the fostering of future national leaders in Asian countries. In addition, while deepening the participants' understanding about Japan, it aims to form a network of national leaders who will play a key role in establishing friendly relations and improved policy planning among Asian countries, including Japan.

The Graduate School of Law, Kyushu University administers the "Young Leaders' Program in Law" under the framework of the MEXT's scholarship system.

In 2020, Kyushu University has invited 16 international students from 11 countries, namely Bangladesh, Cambodia, China, Indonesia, Korea, Malaysia, Mongolia, Myanmar, the Philippines, Thailand and Turkey.

## 2. Institution and Location

Kyushu University was founded in 1911 as one of the seven imperial universities in Japan. Today, Kyushu University consists of twelve Faculties with 18,566 students including 2,331 international students and 2,088 faculty members.

The Faculty of Law, with its outstanding staff and library, is one of the leading research and educational institutions of law and political science in Japan. The faculty is well known for the historical and comparative research in which its members have engaged, aided in part by one of the largest collections of international and foreign-language materials for political science and social science in Japan. It has also taken an active theoretical interest in legal or political problems appropriate to its geographical location; i.e., those of Western Japan, especially Kyushu, and of East and Southeast Asian countries.

In 1994, we established Japan's first Master's program taught entirely in English, the LL.M. Program in International Economic and Business Law. In 1999, the LL.D. Program in International Economic and Business Law and a MA Program in Comparative Studies of Politics and Administration in Asia (CSPA) were also started. As a result of the success of these programs and the prestige of the Faculty of Law, Kyushu University was selected to host the Young Leaders' Program in Law.

Kyushu University is located in Fukuoka, which is the major center of politics and commerce on the island of Kyushu in the southwestern part of Japan. Fukuoka is an international city with a long history of mutual relationships with other Asian countries.

## 3. Participants

i. **Number of Participants:** There will be about 15 students accepted by Kyushu University in 2021.

ii. **Nationalities:** Cambodia, China, Indonesia, Korea, Lao P.D.R., Malaysia, Mongolia, Myanmar, Thailand, the Philippines, Vietnam, Singapore, India, South Africa, Turkey and Bangladesh.

iii. **Age:** Applicants must, in principle, be under 40 years of age as of October 1, 2021 (i.e. born on or after October 2, 1981)

iv. **Academic Background and Other Conditions of Eligibility:** Applicants must have obtained a Bachelor's degree from an accredited university, and at least 4 years of work experience from the time of graduating to the time of application. The work experience must be in the applicant's home country in a law office or in the legal section of a company or government department. The work experience must also be full-time and after graduation from university.

### Other conditions:

- 1) Military personnel and military civilian employees registered on the active list are not eligible to receive the YLP scholarship.
- 2) An applicant who is already enrolled at a Japanese university is not eligible to apply for admission.
- 3) The scholarship may be cancelled if the grantee fails to arrive in Japan by the appointed date.

v. **English Ability:** A minimum TOEFL-ITP score of 550, TOEFL-iBT score of 80 or equivalent. Applicants are required to have the ability to join discussions and write papers in English without any supplementary English lessons.

## 4. Scholarship

i. **Term of Scholarship:** One year from October 2021 to September 2022.

ii. **Monthly Allowance:** In 2020, ¥242,000 per month (this figure will be adjusted in 2021 according to the approved budget.)

iii. **Transportation:** A tourist class air ticket to/from Japan.

iv. **Tuition Fees:** Participants will be exempted from university fees for entrance, matriculation and tuition.

v. **Accommodation:** The above monthly allowance includes the accommodation fee.

vi. **Others:** Students receive medical insurance.

## 5. Selection Process

Based on the recommendation of our counterpart institutions in the participating countries, Kyushu University will select initial candidates from among applicants by means of a review of the submitted documents, a short essay and an interview.

Those who have been selected by Kyushu University will be put forward to a committee of experts, established by the MEXT, for the final selection.

## 6. Application

More detailed information on application procedures is available at the Embassy of Japan in those countries that participate in this program.

# APPLICATION FOR JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP

## 日本政府（文部科学省）奨学金留学生申請書

Young Leaders' Program Student for 2021 (Law)  
(ヤング・リーダーズ・プログラム留学生) (法律コース)

### INSTRUCTIONS (記入上の注意)

1. The application should be typewritten if possible, or neatly handwritten in block letters. (明瞭に記入すること。)
2. Numbers should be in Arabic figures. (数字は算用数字を用いること。)
3. Year should be written in the Anno Domini system. (年号はすべて西暦とすること。)
4. Proper nouns should be written in full, and not be abbreviated. (固有名詞はすべて正式な名称とし、一切省略しないこと。)

\* Personal data entered in this application will only be used for scholarship selection purposes, and contact information such as e-mail addresses will only be used for forming related human networks after the student returns home and for sending of information by the Japanese Government.

(本申請書に記載された個人情報については、本奨学金の選考のために使用するほかは、特に E-mail アドレス等の連絡先については、帰国後における関係者のネットワークを作ること、及び必要に応じ日本政府より各種情報を送信する以外には使用しない。)

1. Name in Full in Your Native Language (姓名 (自国語))

(Sex) ☐ Male (男) ☐ Female (女)

(Family name/surname) (First name) (Middle name)

In Roman Block Capital Letters (if written in the passport, follow that form) (ローマ字、パスポート表記がある場合は、それに合わせる)

(Marital Status) ☐ Single (未婚) ☐ Married (既婚)

(Family name/surname) (First name) (Middle name)

2. Nationality (国籍) 2-2. Possession of Japanese Nationality (日本国籍を有する者) ☐ Yes, I have (はい) ☐ No, I don't have (いいえ)

3. Date of Birth (生年月日)

19 \_\_\_\_\_

Year (年) Month (月) Day (日) Age: as of October 1, 2021 (2021年10月1日現在の年齢)

4. Present Status: with the name of the university enrolled, or of employer (現職 (在学大学名又は勤務先名まで記入すること。)、在学大学又は勤務先の電話番号、ファックス番号及びEメールアドレス)

Present Status

Telephone Number Facsimile Number E-mail Address

5. Present Home Address, Telephone Number, Facsimile Number, and E-mail Address (現住所、電話番号、ファックス番号及びEメールアドレス)

Address

Paste your passport photograph taken within the past 6 months. Write your name and nationality in block letters on the back of the photo.

(写真 (6 × 4 cm))

➡ If the above present home address will be changed at the time of leaving from your country, please specify the changed address below. (渡日時の住所が上記現住所から変更になることが確定している場合は、下記に記入すること。)



Telephone Number

Facsimile Number

E-mail Address

\* If possible, write an email address where you can be contacted for periods that include the time before you come to Japan, your stay in Japan and the period after you return home.

(可能な限り、渡日前～日本留学中～帰国後にわたり使い続けることが予想される E-mail アドレスを記入すること。)

6. Field of study specialized in the past (Be as detailed and concrete as possible.)

(過去に専攻した専門分野 (できるだけ具体的に詳細に書くこと。))

7. Educational Background (学歴)

	Name and Address of School (学校名及び所在地)	Year and Month of Entrance and Completion (入学及び卒業年月)	Period of schooling you have attended (修学年数)	Diploma or Degree Awarded, Major Subject, Skipped Years and Levels (学位・資格、専攻科目、飛び級の状況)
<b>Elementary Education</b> (初等教育)  Elementary School (小学校)	Name (学校名)  Location (所在地)	From (入学)  To (卒業)	years (年)  and months (月)	
<b>Secondary Education</b> (中等教育)  Lower Secondary School (中学)	Name (学校名)  Location (所在地)	From (入学)  To (卒業)	years (年)  and months (月)	
Upper Secondary School (高校)	Name (学校名)  Location (所在地)	From (入学)  To (卒業)	years (年)  and months (月)	*-1
<b>Higher Education</b> (高等教育)  Undergraduate Level (大学)	Name (学校名)  Location (所在地)	From (入学)  To (卒業)	years (年)  and months (月)	
Graduate Level (大学院)	Name (学校名)  Location (所在地)	From (入学)  To (卒業)	years (年)  and months (月)	
Total years of schooling mentioned above (以上を通算した全学校教育修学年数)			years (年)	

\*If the blank spaces above are not sufficient for information required, please attach a separate sheet. In such case, please stipulate that the information is on a separate page.

((注) 上欄に書ききれない場合には、適当な別紙に記入して添付すること。その場合は、別紙に記入する旨を上記学歴欄に明記すること。))

- Notes: 1. Exclude kindergarten education or nursery school education. (幼稚園・保育所教育は含まれない。)
2. Preparatory education for university admission is included in upper secondary school. (いわゆる「大学予備教育」は中等教育に含まれる。)
3. If the applicant possesses a high school-equivalent leaving qualification, indicate this in the blank with \*-1. (高等学校卒業程度資格を有している場合には、その旨を\*-1欄に記入すること。)
4. Any school years or levels skipped should be indicated in the fourth column (Diploma or Degree Awarded, Major Subject, Skipped Years and Levels). (Example: Graduated high school in two years, etc.)

(いわゆる「飛び級」をしている場合には、その旨を該当する教育課程の「学位・資格、専攻科目、飛び級の状況」欄に記載すること。(例：高校3年次を飛び級により短期卒業))

5. If you attended multiple schools at the same level of education due to moving house or readmission to university, then write the schools in the same column and include the number of years of study and current status for each school. (住居の移転や大学の再入学等を理由に、同教育課程で複数の学校に在籍していた場合は、同じ欄に複数の学校の在籍を記載し、すべての修学状況を修学年数に含めること。)
6. Calculate and write the total number of years studied based on duration as a student. (including extended leave such as summer vacation) (修学年数合計は在籍期間を算出し、記入すること。(長期休暇も含める))

8. Employment Record. Begin with the most recent employment, if applicable. (職歴)

Name and Address of organization (勤務先及び所在地)	Period of Employment (勤務期間)	Division/Section (課名)	Position (役職名)	Type of Work (職務内容)
	from to			
	from to			

9. State the titles or subjects of books or papers (including graduation thesis authored by applicant), if any, with the name and address of publisher and the date of publication.

(著書、論文(卒業論文を含む。))があればその題名、出版社名、出版年月日、出版場所)

\* Accompany this form with a summary of the papers mentioned above. ((注)論文の摘要を添付のこと。)

10. Extracurricular and Regional Activities (課外活動又は地域社会での活動)

Extracurricular and Regional Activities (課外活動又は地域での活動)	Period (期間)

11. Japanese Language Proficiency: Evaluate your level and fill in with an X where appropriate in the following blanks.  
(日本語能力を自己評価のうえ、該当欄に×印を記入すること。)

	Excellent (優)	Good (良)	Poor (不可)
Reading (読む能力)			
Writing (書く能力)			
Speaking (話す能力)			



12. Foreign Language Proficiency: Evaluate your level and fill in with an X where appropriate in the following blanks. About English, report your score of TOEFL or IELTS.

(外国語能力を自己評価のうえ、該当欄に×印を記入すること。ただし、英語については、TOEFL 又は IELTS のスコアを記入すること。)

	Excellent (優)	Good (良)	Poor (不可)
French (仏語)			
German (独語)			
Spanish (西語)			

Score of TOEFL  
(TOEFL のスコア)

Score of IELTS  
(IELTS のスコア)

OR

13. Accompanying Dependents (Provide the following information if you plan to bring any family members to Japan.)

同伴家族欄 (渡日する場合、同伴予定の家族がいる場合に記入すること。)

\* All expenses incurred by the presence of dependents must be paid by the grantee.

(注) なお同伴者に必要な経費はすべて留学生の負担である。

Name (氏 名)	Relationship (続 柄)	Age (年 齢)

14. Person to be notified in applicant's home country, in case of emergency:

(緊急の際の母国の連絡先)

i) Name in full:

(氏名)

ii) Address; with telephone number, facsimile number, E-mail address

(住所: 電話番号、ファックス番号又はEメールアドレスを記入のこと。)

iii) Occupation:

(職 業)

iv) Relationship:

(本人との関係)

I understand and accept all the matters stated in the Application Guidelines for Japanese Government (MEXT) Scholarship for 2021, and hereby apply for this scholarship.

(私は 2021 年度日本政府 (文部科学省) 奨学金留学生募集要項に記載されている事項をすべて了解して申請します。)

Date of Application:

(申請年月日)

Applicant's Signature:

(申請者署名)

Applicant's Name

(in Roman Block Capitals):

(申請者氏名)



## Recommendation Form

### To the Applicant

Please complete only the top portion of this form. Your recommender should complete the rest of the form.

_____ Your Name (Family)	_____ (Given)	_____ (Middle)
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### To the Recommender

The person whose name appears above is applying for admission to the Young Leaders' Program.

Please provide your recommendation on your own letterhead or stationery. The Admissions Committee values the recommender's direct contact with the candidate. In your letter, please answer the following questions as candidly and specifically as possible:

Please return this form and your recommendation to the applicant in a sealed envelope, with your signature across the seal. The applicant will submit the sealed, signed envelope to us as part of the completed application package.

The Admissions Committee is aware of the time and care necessary to prepare this form. We gratefully acknowledge your help.

1. How long and in what capacity have you known the applicant?

2. How often have you observed the applicant? (Please tick one box)

- ☐ every day      ☐ 3 or 4 times a week      ☐ 1 or 2 times a week      ☐ 1 or 2 times a month  
☐ less than once a month

- 6
3. Please provide a short list of specific activities which demonstrate the applicant's salient talents and strength, e.g., leadership, creativity.
  4. Please discuss observations you have made concerning the applicant's leadership abilities. (Please tell the reason to judge that the applicant has a possibility to be a leader in your home country.)
  5. Please discuss observations you have made concerning the applicant's interpersonal skills.
  6. Please discuss observations you have made concerning the applicant's innovative/creative capabilities.

7. Please comment on specific ways the applicant could improve professionally.

8. Please give us your appraisal of the applicant in terms of the qualities listed below:

What reference group are you using to make your appraisal?

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	Inadequate opportunity to observe	Below average (Bottom third)	Average (Middle third)	Good (Top third)	Very good (Top 15%)	Excellent (Top 10%)	Outstanding (Top 5%)	Exceptional (Top 2%)
Leadership potential								
Interpersonal skills								
Imagination and creativity								
Motivation and drive								
Personal integrity								
Self-confidence								
Personal maturity								
Sense of humor								
Self-discipline								
Intellectual ability								
Emotional energy								
Analytical/quantitative ability								
Ability in oral expression								
Time management								



9. Please write if you have any comment.

Please provide telephone numbers should the Admissions Committee feel a need to contact you regarding the reference.

☐ Business Telephone Number \_\_\_\_\_

☐ Home Telephone Number \_\_\_\_\_

Recommender's Signature \_\_\_\_\_

Recommender's Name (please print) \_\_\_\_\_ Date \_\_\_\_\_

Position or Title \_\_\_\_\_ Organization \_\_\_\_\_

Business Address \_\_\_\_\_

Home Address \_\_\_\_\_

### **Essay Questions (Law)**

As part of the application process you are required to submit a Statement of Purpose. This statement will provide the Admissions Committee with more detailed information about you and your reasons for applying to the Young Leaders' Program in Law. The submission offers you the opportunity to present yourself more fully to the Committee and provide us with greater information on your candidacy.

The submission must be typed. Please use A4 sized paper or 8 1/2" x 11" paper. Limit your responses to the maximum number of words designated for each question. Use standard double spaced lines with a 12 point font. Your name should appear at the top of each separate sheet of paper. The number of the question should also be clearly written. Staple the pages together and submit them along with other application materials.

Please answer **ALL** of the following questions:

1. As a YLP student, you would be expected to write a 50 pages Master's thesis in an area of international economic and business law or comparative law. Please write a short research proposal for your thesis describing the issues you would like to research. It might also be helpful to know how researching this topic might contribute to your long-term career plans (max. 800 words)
2. Please provide an example of (i) a new law that has been recently enacted in your country OR (ii) an important court decision recently made in your country. Please describe the background and main features of the new law OR decision, as well as your opinion on the matter. Please feel free to choose an example from any field of law. (max. 800 words)
3. Include any further information about yourself that you feel may be relevant to the Admissions Committee when considering your application. (This might include other relevant professional experience, academic publications, prizes, scholarships awarded, membership of professional societies, as well as any other significant personal achievements). (max. 600 words maximum)

Please note, the submission must address the above issues specifically, and must be solely the product of your own efforts. We reserve the right to disqualify any statement written by, or with the help of, someone other than the applicant.

# 健康診断書 (2021年度版)

(医師に記入してもらうこと)  
日本語又は英語により明瞭に記載すること。

# CERTIFICATE OF HEALTH (for 2021)

(to be completed by the examining physician)  
Please fill out (PRINT/TYPE) in Japanese or English.

氏名 Name	Surname 姓	Given name 名	Middle name ミドルネーム
性別 Gender	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female	生年月日 Date of Birth	年 月 日 yyyy mm dd

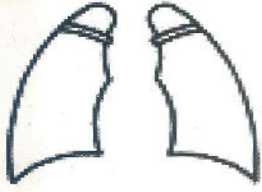
## 1. 身体検査

### Physical examination

(1)身長 Height	cm	(2)体重 Weight	kg
(3)血圧 Blood pressure	mmHg~ mmHg	(4)血液型 Blood type	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> AB <input type="checkbox"/> O <input type="checkbox"/> RH+ <input type="checkbox"/> RH-
(5)脈拍 Pulse	<input type="checkbox"/> 整 Regular <input type="checkbox"/> 不整 Irregular	(7)色覚異常の有無 Color blindness	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired
(6)視力 Eyesight	裸眼 (右) (左) Without glasses (R) (L) 矯正 (右) (左) With glasses or contact lenses (R) (L)	(8)聴力 Hearing	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired
		(9)言語 Speech	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired

## 2. 胸部聴診及びX線検査 (6ヶ月以内)

### Physical and X-ray examinations of the chest (within six months)

	胸部X線所見 Describe the condition of lungs.	撮影年月日 Date of X-ray	年 月 日 yyyy mm dd
		フィルム番号 Film No.	
		(1)肺 Lungs	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired
	(2)心臓 Cardiomegaly	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired	
	異常がある場合⇒心電図 If impaired⇒Electrocardiograph	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired	

## 3. 現在治療中の病気

### Disease currently being treated

☐ 無 No ☐ 有 Yes : 病名 Disease

4. 既往症 Past illness/disorder	病名 Name	完治時期/治療中 Date of recovery/under treatment	病名 Name	完治時期/治療中 Date of recovery/under treatment
該当するものにチェックと完治時期/治療中を記入、いずれも該当しない場合は「無し」にチェックすること。 Please check and fill in the date of recovery/under treatment. If NOT contracted any of them in the past, please check "None".	結核 Tuberculosis		マラリア Malaria	
	その他感染症 Other communicable disease		てんかん Epilepsy	
	腎疾患 Kidney disease		心疾患 Heart disease	
	糖尿病 Diabetes		薬剤アレルギー Drug allergy	
✓	無し None		精神疾患 Psychosis	四肢機能障害 Functional disorder in the extremities

## 5. 検査

### Laboratory tests

(1)尿検査 Urinalysis	糖 glucose	蛋白 protein	潜血 occult blood
(2)貧血検査 Anemia test	赤沈 ESR	白血球数 WBC count	血色素量 Hemoglobin
(3)肝機能検査 LFT	GPT (ALT)	GOT (AST)	貧血 Anemia
	(IU/ l)	(IU/ l)	γ-GTP (IU/ l)

## 6. 医師の診断・意見

### Physician's impression of the applicant's health

継続的治療・投薬の必要性があればその旨ご記入下さい。  
Please fill in if the applicant needs regular medication or treatment.

7. In view of the applicant's history and the above findings, is it your observation that his/her health status is adequate to pursue studies in Japan? 志願者の既往歴、診察・検査の結果から判断して、現在の健康の状況は十分に留学に耐えうるものと思われますか?

☐ YES (はい)

☐ NO (いいえ)

※ Please be sure to check either "YES" or "NO". If you do not check "YES", the Embassy will NOT accept the application.

必ず「はい」又は「いいえ」にチェックしてください。「はい」にチェックがない場合、大使館は申請を受理しません。

日付

Date

医師署名

Physician's Signature

検査施設名

Office/Institution

所在地

Address



) 0

**APPLICATION GUIDELINES**  
**JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP FOR 2021**  
**YOUNG LEADERS' PROGRAM (YLP) STUDENT (LAW)**

**I OUTLINE**

**1. Objectives**

The Young Leaders' Program (YLP) aims to contribute to cultivate future national leaders in Asian and other countries, moreover, to contribute to establish friendly relationship among various countries and to improve policy planning activities by forming a network among national leaders thorough deepening their understanding of Japan. The YLP is one of the Japanese Government (MEXT\*) Scholarship Programs.

\*MEXT: Ministry of Education, Culture, Sports, Science and Technology

**2. Eligible Countries and Participants**

Participants are selected from the countries listed below. They should be legal professionals, who are expected to play an active role as future national leaders in their respective countries.

Eligible Countries: P. R. China, Rep. of Korea, Indonesia, Malaysia, Philippines, Thailand, Viet Nam, Laos, Myanmar, Cambodia, Mongolia, Singapore, India, Rep. of South Africa, Turkey and Bangladesh(16 Countries)

**3. Host University**

Kyushu University, Graduate School of Law.

**4. The Number of Students**

Approximately 15 students per year.

**5. Recruitment and Selection**

**(1) Method of Recruitment**

Recruitment will be conducted through specially designated recommending institutions. Please enquire at the Japanese Embassy for further information on the recommending institutions.

**(2) Screening Procedure**

- ① First screening by the recommending authorities
- ② Second screening by the host university (in this case, Kyushu University)
- ③ Final screening by the YLP Committee established by MEXT

**6. Curriculum (Refer to the Appendix "Curriculum Guidelines".)**

**(1) Basic Concept of YLP programs**

Each YLP course has been specially designed to contribute to the development of national leaders in various fields by seeking to take advantage of Japan's experiences of exchange with both Western and Asian countries and to establish a "human network" through education related activities.

**(2) Course Duration and Qualification**

Course duration is ,in principle, for one year, resulting in the conferring of a Master's degree in Law from Kyushu University.

**(3) Language**

All classes will be conducted entirely in English.

**7. Commencement of the Program**

October 2021



## II INFORMATION FOR APPLICANTS

MEXT will offer scholarships to foreign students who wish to study in Japanese universities as YLP students in law for the academic year 2021 under the Japanese Government (MEXT) Scholarship Program. The conditions are as follows:

### 1. Field of Study

Law (Kyushu University, Graduate School of Law)

### 2. Qualifications

- (1) Nationality: Applicants must be nationals of a country that is participating in the YLP (see above). An applicant who has Japanese nationality at the time of application will not be eligible.
- (2) Age: Applicants must be, in principle, under 40 years old as of 1st October 2021 (i.e. born on or after 2 October 1981).
- (3) Academic Background: Applicants must be college graduates who have attained a high level of academic achievement in their undergraduate study.
- (4) English Ability: A minimum TOEFL –ITP score of 550, TOEFL-iBT score of 80, IELTS score of 6.0 or equivalent.
- (5) Work Experience: At least 4 years of work experience from the time of graduating to the time of application. The work experience must be in the applicant's home country in a law office or in the legal section of a company or government department. The work experience must also be full-time and after graduation from university.
- (6) Health: Applicants must be judged that you are medically adequate to pursue study in Japan by an examining physician on a prescribed certificate of health.
- (7) Arrival in Japan: In principle, applicants must be able to arrive in Japan during the period specified by the accepting university, within two weeks before and after the first day of the course conducted by the accepting university. If the applicant cannot arrive in Japan during the specified period for personal reasons, travel expenses to Japan will not be paid.
- (8) Visa Requirement: In principle, a selected applicant must obtain a “Student” (留学) visa at the Japanese diplomatic mission located in the applicant's country of nationality, and enter Japan with the residence status of “Student.” Applicants who change their residence status to any status other than “Student” (留学) after their arrival in Japan will immediately lose their status as a MEXT Scholarship student.
- (9) Non-Eligibility: Applicants who meet any or all of the following conditions are not eligible. If identified after acceptance of the scholarship grantees, the applicants will be required to withdraw from the scholarship:
  - ① Those who are military personnel or military civilian employees at the time of their arrival in Japan or during the period of the payment of the scholarship;
  - ② Those who cannot arrive in Japan by the last date of the period designated by accepting university;
  - ③ Those who are already enrolled in a Japanese university or other institution with a residence status of “Student” (留学) or who are going to be enrolled, or plan to enroll, in a Japanese university or other institution as a privately-financed international student from the time of application to the MEXT scholarship program in the applicant's country until the commencement of the period for payment of the MEXT scholarship. However, this stipulation does not apply to privately-financed international students who, even though they are enrolled, or are planning to enroll, in a Japanese university, verifiably complete their studies before the start of the scholarship payment period, return to their home country at the time of the scholarship application, and newly acquire the “Student” residence status and come to Japan;
  - ④ Those who are planning to receive scholarship money from an organization other than MEXT (including a government organization of the applicant's country) on top of the scholarship money provided by MEXT after the start of the scholarship payment period;
  - ⑤ Holders of dual nationality at the time of application who cannot verify that they will give up Japanese nationality by the time of the arrival in Japan; or
  - ⑥ Those wishing to engage in fieldwork or an internship in a country other than Japan after submission of Application.



### 3. Period of Scholarship

One year from October 2021 to September 2022.

### 4. Scholarship Benefits

- (1) Allowance: 242,000 yen per month. Due to the situation of the Japanese Government's budget, the amount of payment may be subject to change each fiscal year. The scholarship will not be paid to a grantee who takes a leave of absence or is long absent from the assigned university.
- (2) Traveling Costs
  - ① Transportation to Japan: In principle, MEXT stipulates the travel schedule and route, and provides an economy-class airline ticket from the international airport nearest to his/her home address (in principle, the country of nationality) to the Fukuoka International Airport. The grantee shall bear at his/her own expense all costs related to domestic travel from his/her home address to the nearest international airport, airport taxes, airport usage fees, special taxes necessary for travel, travel expenses within Japan (including airline transit costs), travel insurance expenses, carry-on luggage or unaccompanied baggage expenses, etc. The present address in the country of the grantee's nationality stated in the application form is in principle regarded as the recipient's "home address". If, however, the address stated in the application form will be changed at the time of leaving from his/her country, the changed address will be regarded as the "home address".
  - ② Transportation from Japan: Based on the application by the grantee, MEXT will provide an airline ticket to grantees who shall graduate the accepting university and return to the home country by the end of the final month of the period of scholarship (See "3. Period of Scholarship") designated by MEXT. MEXT, in principle, shall provide an economy-class airline ticket from the Fukuoka International Airport to the international airport (in principle, in the country of nationality) nearest to the returning grantee's residence. The grantee shall bear at his/her own expense all costs related to travel from the grantee's residence in Japan to the nearest international airport, airport taxes, airport usage fees, special taxes necessary for travel, travel expenses within the country of nationality (including airline transit costs), travel insurance expenses, carry-on luggage or unaccompanied baggage expenses, etc.
- (3) Education Fees:

Fees for entrance examination, matriculation and tuition will be paid by MEXT.
- (4) Accommodation: Students can apply for a room at Kyushu University accommodation. (Please note: The number of rooms is limited and successful candidates are not guaranteed a room).

### 5. Suspension of Payment of Scholarship

Payment of the scholarship will be stopped for the reasons given below. Should any of the following reasons apply, the grantee may be ordered to return a part of, or all of, the scholarship paid up to that time. Payment of the scholarship may also be stopped during the period up to the decision on the disposition of the matter.

- ① A grantee is determined to have made a false statement on his/her application;
- ② A grantee violates any article of his/her pledge to the Minister of Education, Culture, Sports, Science and Technology;
- ③ A grantee violates any Japanese laws and is sentenced and imprisoned for an indefinite period or for a period of exceeding 1 year;
- ④ A grantee is suspended from his/her university or receives other punishment, or is removed from enrollment; as a disciplinary action in accordance with school regulations of the accepting institution;
- ⑤ It has been determined that it will be impossible for a grantee to complete the course within the standard time period because of poor academic grades or suspension or absence from the university;
- ⑥ A grantee came to Japan without newly acquiring the "Student" (留学) residence status, or changed his/her residence status to one other than "Student";
- ⑦ A grantee has received another scholarship (excluding those specified for research expenses);
- ⑧ The request from the government and/or other state institutions of applicant's home country.



## 6. Selection

- (1) Based on the recommendation of authorities, the participating university will select initial candidates from among applicants by means of an interview, a review of the submitted documents and a short essay. If it is not possible to hold an interview in the applicant's home country, an interview may be conducted by telephone or the Internet.
- (2) Those who have been selected initially by the participating universities will be put forward to the YLP committee established by MEXT for the final selection.

## 7. Education at University

All lectures and practical training at universities will be conducted entirely in English.

## 8. Application Procedure

Applicants must submit the following documents to their recommending authorities by the designated deadline. (Please note: submitted documents will not be returned.)

- (1) ①Application for Admission (prescribed form) ---- 1 Original and 1 Photocopy (except photographs);
- (2) Photographs (6 x 4 cm, taken within the past 6 months, should be affixed on each of the 2 application forms) ---- 2 Originals;
- (3) ②Official Transcript or Certified Academic Record of the university the applicant attended ---- 1 Original and 1 Photocopy;
- (4) ③Recommendation Letter from the Recommending authority ---- 1 Original and 1 Photocopy;
- (5) ④Two Recommendation Letters from the Employer or from the supervising Professor of the university the applicant last attended (prescribed form) ---- 1 Original and 1 Photocopy;
- (6) ⑤Certificate of Health (to be issued by the medical institution designated by the Japanese Embassy) ---- 1 Original and 1 Photocopy;
- (7) ⑥A Copy of the Official Diploma or Certificates of Graduation from the University the applicant last attended ---- 1 Original and 1 Photocopy;
- (8) ⑦An Essay explaining applicant's future plans after the completion of the YLP ---- 1 Original and 1 Photocopy;
- (9) ⑧A Copy of the Applicant's Family Register, Photocopy of Passport or Certificate of the Citizenship (any of these)---- 2 Photocopies;
- (10) ⑨English Proficiency Certificate (TOEFL or other equivalent test score.) ---- 2 Photocopies;
- (11) ⑩Answers to each of the designated essay questions ---- 1 Original and 1 Photocopy;
- (12) Others
  1. Use A4 paper as the standard for all submitted documents, which in principle should be typed. Handwritten documents should be written clearly.
  2. These documents should all be written in English. If written in another language, attach an English version translated by a public institution. Caution is necessary as many applications are not written in English and do not come with an English translation, particularly recommendation letters and diplomas.
  3. Recommendation letters written by a workplace supervisor or an academic advisor from one's university should be written separately by two of them and must use the stipulated format. At least one and preferably two should be written by your direct boss at work.
  4. Reason for application and future plans will be important factors in selection, so submit a small essay of three pages explaining as much as possible what you expect from this program and what kind of job you seek in the short- and long-terms.
  5. If you submit test English proficiency scores from TOEFL or IELTS, please submit scores obtained roughly within the past two years. If you submit other certifications, please submit documents illustrating how to convert the score to TOEFL or IELTS.
  6. If you have a book or dissertation, submit a separate overview.
  7. Your application may be rejected if the above application is either incomplete or inaccurate, or if some documents are missing.
  8. Write the numbers ① through ⑩ in line with the item number for the items above on each document in the upper right corner.

## 9. Notes

- (1) Each grantee is advised to learn some basic Japanese language and to acquire basic information on Japanese climate, geography, customs, university education, and social conditions in Japan, as well as about the differences between the Japanese legal system and that of his/her home country before departing for Japan.
- (2) As the first installment of the scholarship payment will be made from one month to one and a half months after the grantee's arrival in Japan, the grantee is recommended to bring at least approximately US \$2,000 with him/her to Japan to cover immediate living expenses and other necessary expenses.
- (3) The scholarship payments will be transferred to the bank account of Japan Post Bank (JP Bank) opened by each grantee after the arrival in Japan. MEXT will not transfer the scholarship payments to other account.
- (4) Grantees must enroll in National Health Insurance (Kokumin Kenko Hoken) upon arrival in Japan.
- (5) Information regarding the MEXT Scholarship recipient (name, gender, date of birth, nationality, accepting university/graduate school/undergraduate school, field of specialty, period of enrolment, career path after completion of scholarship, contact information [address, telephone number, e-mail address]) may be shared with other relevant government organizations for the purpose of utilization for overseas students programs implemented by the Japanese Government (support during period of study in Japan, follow-up survey, improvement of the overseas student system).

Information regarding MEXT Scholarship Students (excluding date of birth and contact information) may be included in publicity materials prepared by the Japanese Government for promoting the acceptance of overseas students in Japan, particularly in order to introduce former MEXT Scholarship Students who are playing active roles in countries around the world.

These terms and conditions are included in the Pledge stipulating rules and regulations which MEXT Scholarship recipients must comply with and submit when they have been granted the Scholarship.

- (6) If there are any questions about the content of the written text in this Application Guideline or any other matters, applicants/grantees should inquire the Japanese diplomatic mission in the applicant's country and follow their instructions.
- (7) In addition to the regulations stipulated in this Application Guideline, those that are necessary to implement the Japanese Government Scholarship programs shall be determined by the Japanese Government.



## Young Leaders' Program (Law) Curriculum Guidelines

### I Overview

The YLP in Law at Kyushu University offers a broad curriculum covering all major fields of law with a particular focus on international economic and business law. The program has been specifically designed to expose students to both theoretical and practical perspectives on a wide range of contemporary legal issues with an emphasis on international trade and commercial transactions.

Courses taught within the framework of the YLP focus on "cutting edge" topics driven by the research interests of an international faculty. As such, the program aims to provide students with the necessary intellectual skills for pursuing a law-related career in an increasingly global economic environment.

### II Participants

As a one-year Master's program in law, this course is primarily geared towards persons who have worked in the legal department of government ministries & business, as well as judges, public prosecutors, lawyers and other law-related professions. In particular, the program is suited to lawyers or government officials working on international trade issues or commercial transactions.

### III Curriculum

All students must complete a one year program of study comprising coursework and a thesis.

The following classes are offered within the framework of the YLP. (Please note that the following is an indicative list and is subject to change).

#### (1) Foundational Classes

- Legal Research Methodology and Writing

#### (2) Elective Classes

- Basic and Current Debates in Japanese Law
- Business Law in a Networked Age
- Comparative Corporate Law
- Comparative Perspectives on Corporate and Business Law
- Contemporary Issues in Competition Law
- Creative Economy and Cultural Diversity
- Creative Thinking
- Deals and Transactions
- EU Law
- Fundamental Issues in IP Law
- International Economic Law and Practice
- International Financial Law and Regulation
- Information Technology Law
- International Law in Today's World
- International Maritime Law
- International Commercial Arbitration
- IP and Private International Law
- IP Dispute Resolutions in International Matters
- Japanese Constitutional & Administrative Law
- Japanese Intellectual Property Law Practice



- Law and Development
- Legal Negotiation
- Mediation and Other Conflict Management Approaches
- Transnational Commercial Law and Foreign Investment Law
- White Collar and Corporate Crime
- World Trade Law

For an up-to-date list of classes see: <http://www.law.kyushu-u.ac.jp/programs/english/>

In addition, students are expected to complete a Master's thesis (50 pages minimum). The thesis may be written on any law-related topic approved by the Faculty.

#### **IV Internships**

Each YLP student will be assigned to a Fukuoka-based law firm for around 2 weeks (in February - March) to experience legal practice in Japan. The interns will attend court hearings and accompany the lawyers for consultations with clients. During the internship students will visit other law-related institutions and will engage in discussions with serving judges.

Students are also provided with various summer internship opportunities at Tokyo based law firms and/or large corporations. These internships provide students with the unique chance to experience international commerce and legal practice in Japan.

#### **V Fukuoka & Kyushu University**

Located in the heart of East Asia, midway between Tokyo, Shanghai and Seoul, Fukuoka is the largest city in Kyushu, the southernmost of Japan's four main islands. It is a thriving modern metropolis that has not sacrificed its unique local character and charm. Historically known as Hakata, it has long been one of Japan's key ports for commerce with the rest of Asia, and today the spirit of Hakata lives on, for the growing continental ties of recent years have enabled the city to establish itself as a major regional center.

Newsweek has named Fukuoka as one of the "Ten Most Dynamic Cities" in the world, identifying an energetic regional economy, excellent infrastructure, and the proximity and openness to Asia as key features behind its continued growth. The Financial Times reported a survey of world cities that ranked Fukuoka as the 17th most livable city in the world, and awarded the city a special commendation for its downtown district.

Kyushu University is the largest university in Kyushu and one of the most prestigious national universities in Japan. Founded in 1911 as one of seven original Imperial Universities, it continues to be a focal point for academic and educational excellence. Graduate study in Kyushu University provides well-motivated students with the opportunity to study in a dynamic academic atmosphere and to enjoy life in one of Japan's fastest growing cities.

And yet, perhaps the most important feature of Fukuoka for the foreign resident is its people. Known throughout Japan for their friendliness, the people of Fukuoka have long enjoyed good relationships with visitors from abroad. For the foreigners living among Fukuoka's 1.7 million residents, life is both comfortable and stimulating.

#### **VI Further information**

For further information:

<http://www.law.kyushu-u.ac.jp/programs/english/>

For further information on Kyushu University:

<http://www.kyushu-u.ac.jp/>

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**GUIDELINES FOR JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP FOR 2021  
YOUNG LEADERS' PROGRAM (YLP) STUDENTS**

**YEAR-LONG SCHEDULE (PRELIMINARY)**

SCHEDULE	
2020 Early October By Late December	Applications for YLP open. Qualified Institutions recommend candidates to the Embassy of Japan with necessary documents.
2021 From <del>Late</del> February	The Japanese universities conduct first screening.
April	The YLP Committee in MEXT conducts second screening.
May	MEXT notifies the results through the Embassy to the institutions.
August-September	MEXT provides airline tickets to the grantees through the Embassy.
September-October	Students arrive in Japan.

\*Note: This schedule is preliminary. Detailed schedules will be announced separately through the Embassy of Japan in your country.

**I INFORMATION CONCERNING RECRUITMENT OF STUDENTS**

**1 Number of Scholarship Recipients**

In YLP there are five courses, and each course will accept 10 to 20 students in total. Available courses vary by country.

Depending on the situation of the Japanese Government's budget, the number of students to be accepted and the scholarship conditions could differ from those described in the Application Guidelines of each course.

**2 Important Points on Eligibility Requirements and Application Procedures**

- (1) Applicants must have graduated with excellent grades from a university and be able to study in a Japanese university for one year.
- (2) Applicants must meet all qualifications and requirements stated in the Application Guidelines of each course. The requirements must be observed strictly and any personal exceptions will not be allowed.
- (3) The number of grantees is limited and all candidates will be evaluated comparatively. Therefore, candidates who meet all qualifications still might not be selected. (It is also possible that none of the candidates from your institution will be selected.) Please take this point into consideration when recommending candidates.
- (4) Some students in the past returned to their respective home countries without completing the program due to mental or physical problems. In addition, some students required long-term treatment because they had come to Japan without completely curing infectious diseases such as tuberculosis, hepatitis, typhus, malaria, dysentery, and so on. With due consideration given to the fact that the students will be staying for a long period in a country with a very different environment from that in the home country, please make very sure of the student's medical condition (including past medical history), and try to ensure that any student with an illness requiring treatment receives such treatment before coming to Japan.



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- (5) Military personnel or military civilian employees at the time of their arrival in Japan and/or during the period of the payment of the scholarship are not eligible.
  - (6) Additional epidemic prevention measures or program changes will be made depending on the infectious quarantine control measures.

### **3 Notice Method**

Each institution can decide how to notify students about this Scholarship. However, the notification should be done in the most effective way in order to ensure that outstanding students will apply for the Scholarship.

Application Guidelines may be obtained from the Embassy of Japan, or can be downloaded from the MEXT's website: <http://www.mext.go.jp/en/policy/education/highered/title02/detail02/sdetail02/sdetail02/1374094.htm>

In addition, applicants should be instructed to seek information about the universities offering YLP courses through their brochures or websites. (Please see the Application Guidelines of each course for the relevant URLs.)

### **4 Acceptance of Application Forms**

Please make sure that applicants observe the application period strictly and submit the necessary number of documents (including copies of documents). The recommending institution must verify if all applications are completed correctly and not lacking any necessary documents. Please accept the application forms only when necessary corrections are made by the applicants. On acceptance, please make sure particularly following points.

#### **(1) The language and translations**

Documents must be filled out or written in English. Attach an English translation if they are written in another language.

#### **(2) Documents to be submitted**

##### **(a) Application form**

(i) The prescribed forms of this year must be used for to application. Please fill out the forms clearly (especially the applicant's name) and put an application form and all other necessary documents of an applicant together into one envelope.

(ii) In the column of 'Educational Background', please write the names of the schools or institutions that the applicant attended in the spaces of 'Elementary Education', 'Secondary Education' and 'Higher Education' which correspond to the Japanese education system of 'Elementary Education - Elementary School', 'Secondary Education - Lower/Upper Secondary School' and 'Higher Education - Undergraduate/Graduate school'.

\*Note: Please write the exact number of years that the applicant was enrolled in each institution. If an applicant skipped a year in any school or institution, it must be mentioned.

##### **(b) Certified grade transcripts for each academic year**

Transcripts of the certified grades earned by the applicant in all the subjects studied for each academic year at the student's undergraduate and/or graduate schools are necessary (A degree certificate or a graduation certificate simply showing the ranking of the applicant at graduation will not substitute for academic transcripts. The transcripts must show the grade scale applied.). If the transcript is not duplicable, a certified true copy of the original transcript should be submitted. Every year there are many incomplete applications that the original transcripts are not attached or the submitted copies are not verified. Please read the Application Guidelines carefully.



### (c) Recommendation letters

Please make sure to issue recommendation letters from your institution for the applicant. There are many cases that such letters are not attached. In a letter, there should be included detailed description of the applicant's personality such as academic ability, motivation for studying in Japan and Japanese language, experience of study abroad.

For 'Recommendation Letter from the applicant's direct superior at work' and 'Recommendation Letter from the applicant's superior at work or supervising professor of the university', only those written on the prescribed forms will be accepted. Please make sure that applicants submit all of two letters.

### (d) Certificate of health

Applicants must use the prescribed form and have the doctor fill out all items in the form. Recommending institutions must choose medical institutions for the physical examination.

In the past, some students were affected with illness such as tuberculosis and mental disorder after arriving in Japan even though they have not stated having any illness at the interview conducted by recommending institutions. Please take this fact into account when you interview and examine applicants. Please mention in the recommendation letter when there are applicants with disabilities and need special care to study in Japan.

### (e) Graduation certificate (English translation must be attached)

A graduation certificate from graduate and/or undergraduate schools must be submitted. Every year there are many incomplete applications that the original transcripts are not attached or the submitted copies are not verified. Please read the Application Guidelines carefully.

### (f) An essay of 3 pages explaining reason for application and future plans

An essay within 3 pages must be submitted. In the essay the reason for application and applicant's future plans after the completion of YLP must be explained concisely and concretely.

### (g) Certificate of English proficiency

Every year there are many cases that certificates are not submitted. Please make sure that applicants submit them.

### (3) How to submit application documents

Put all the application documents of each applicant into one envelope designated by MEXT.

### (4) Putting number on the documents

According to the Application Guidelines, applicants are requested to number the documents in the upper right-hand corner. In case this is not done by applicants, the recommending institution should number the documents accordingly.

### (5) Incomplete application documents

Application documents not completed fully and correctly or lacking necessary documents will not be accepted. If applicants cannot get any of necessary documents because of the circumstances in their home countries, such documents could be substituted by the ones certified to be true by the issuing authority, the government in their home countries or the Embassy of Japan.

## **5 Applicants Staying in Japan**

Recommending institutions can decide whether they permit exceptionally the application of people already staying in Japan, but applicants living in their home countries have priority over those people. However, those who have been currently enrolled in a Japanese university with a status of residence of "Student" and those who are enrolled or scheduled to be enrolled as a privately financed international student during the period from the beginning of application to the beginning of the scholarship payment are not eligible.

## **II SELECTION OUTLINE**

The candidates to be recommended to MEXT through the Embassy of Japan and the Japanese Ministry of Foreign Affairs should be selected in accordance with the following method.

### **1 Method of Selection**

Each recommending institution can use the selection method at their discretion, but is asked to examine accurately each applicant's English ability, personality, reasons for applying, etc. in full consideration with the objectives and characteristics of each course.

### **2 Criteria for Selection**

Candidates must meet the following criteria along with the required qualifications:

- (1) Candidates must have excellent grades and have the ability to study in their desired field;
- (2) Candidates must be physically and mentally healthy (The students who have developed symptoms of mental problems, malaria, tuberculosis, diabetes, hepatitis, etc., after coming to Japan have usually suffered from the same disease in the past. Please take this into consideration.);
- (3) Candidates must have a verifiable identity;
- (4) Candidates must be able to easily adapt to a new environment and a different culture;
- (5) Candidates must have a rich international cultural understanding;
- (6) Candidates must not have Japanese nationality or dual nationality between his/her country and Japan;
- (7) Candidates must not be a military personnel or military civilian employees;
- (8) Candidates must not be currently enrolled in a Japanese university with a visa status of "Student" or enrolled or scheduled to be enrolled as a privately financed international student during the period from the beginning of application to the beginning of the scholarship payment;

Please do not recommend applicants who obviously have difficulty in continuing their studies for the required period of time after coming to Japan (I.e., those who have to do military service, etc.).

## **III RECOMMENDATION OUTLINE**

The nomination of candidates should be made by the recommending institution with their completed application documents by the date designated by the Embassy of Japan. It is the responsibility of the recommending institution to ensure that all necessary documents are provided by the deadline.

In case some of the necessary documents are lacking and need to be submitted later, please make sure to confirm the deadline with the Embassy of Japan. If the document is not submitted by the deadline, or cannot be expected to be ready, it will be considered as "unaccepted" (impossible to recommend).



## IV SELECTION AND ANNOUNCEMENT OF RESULT

### 1 First Screening

The candidates who are recommended by each recommending institution are selected by the universities offering YLP courses in the First Screening. The selection will be based on the submitted documents and a face-to-face or telephone interview. The universities will recommend candidates to the YLP committee established in MEXT, based on the results of the First Screening.

### 2 Second Screening

The YLP committee conducts the Second Screening for the candidates recommended by the universities.

### 3 Announcement of Result

After the Second Screening process, the final selection results will be notified to each recommending institution through the Embassy of Japan. The recommending institutions notify the results to their candidates, and confirm the successful candidates their intention to enroll the accepting university by submitting a designated form of Pledge to the Embassy of Japan.

### 4 No objection is permitted

The recommending institution must explain to the successful candidates that any objection to the decision on the university placement or course will not be accepted when notifying the results.

### 5 In Case of Withdrawal

If a successful candidate expresses withdrawal from this program, the recommending institution asks him/her to contact the Embassy of Japan with the letter containing the reason for withdrawal and his/her signature. The withdrawal will be notified to the accepting university via the Embassy of Japan, the Ministry of Foreign Affairs and MEXT.

### 6 Waiting List

When the number of successful candidates is less than the prescribed number because of withdrawals etc., there is a possibility that candidates on the Waiting List will additionally pass the Selection. The candidates to be put on the Waiting List will be chosen by the YLP committee during the Second Screening, and the YLP committee will not choose any more candidates after the Second Screening.

The accepting university will contact the successful candidates from the Waiting List to confirm their intentions to enroll the university. Once confirmed, the official result will be notified to the recommending institution via the Embassy of Japan.



## V PROCEDURES AFTER SELECTION

Selected students (grantees) may cause various problems after coming to Japan because of their lack of knowledge or misunderstanding of procedures for coming to Japan. Please pay particular attention to the following points. If there are any questions about procedures after selection, please inquire the Embassy of Japan.

### 1 Visa Issuance

A 'Student' visa will be issued by the Embassy of Japan in each grantee's country to the grantee upon his/her application for visa issuance.

### 2 Airline Ticket

- (1) MEXT stipulates the travel schedule and route, and provides the grantee via the Embassy of Japan an economy-class airline ticket for the flight from the international airport closest to grantee's residence (in principle, the country of nationality) to Narita International Airport or any other international airport used on the normal route to the accepting university. In principle, the address in the country of the grantee's nationality stated in the application form shall be recognized as his/her "residence." However, if the address stated in the form is decided to be changed at the time of departure from his/her country, the new address within his/her home country will be regarded as his/her "residence".
- (2) The provided airline ticket has a fixed date and flight number. Visiting relatives or friends, staying for sightseeing, research or short visit, etc. on the way to Japan are not permitted.
- (3) The departure date and flight are fixed due to hotel arrangements at a stopover location, flight transfer circumstances, arrival procedures, and residency arrangements. Therefore, change of the ticket date by the grantee is not permitted.
- (4) The provided airline ticket cannot be transferred to another person, nor can it be exchanged for money. Furthermore, the grantee shall bear at his/her own expense all costs related to domestic travel from the grantee's residence to the nearest international airport, airport taxes, airport usage fees, special taxes necessary for travel, travel expenses within Japan (including airline transit costs), travel insurance expenses, carry-on luggage or unaccompanied baggage expenses, etc.
- (5) The airline ticket will only be provided for the grantee. Family members or others who may accompany the grantee to Japan will not receive any travel or other funds.

### 3 Date of Arrival in Japan

- (1) The arrival period will be designated by the accepting university within two weeks before and after the starting date of the course.
- (2) If the grantee intends to arrive in Japan before the arrival period designated by the university, the scholarship for that month will not be paid.
- (3) The airline ticket will not be provided to any grantees who intend to come to Japan before/after the designated date by MEXT without permission, and there will be no refund after arrival. The grantee will be treated as a student of this program only after the arrival date designated by MEXT. Therefore, if a grantee intends to come to Japan before the designated date, he/she must bear the responsibility for travel arrangements, entrance procedures and living arrangements after arrival.
- (4) In principle, the change of grantee's arrival date and flight will not be permitted. However, if any change is required due to unavoidable reasons for him/her, please contact MEXT through the Embassy of Japan. In such a case, the grantee must wait for the contact from MEXT after all the procedures including residence arrangements, etc., are rescheduled. In Japan, all courses will begin right after the arrival date. In case of arrival delay, there is a possibility that the acceptance to this program will be revoked.

- (5) If the travel agency demands payment for the difference of flight fee due to any departure or flight changes and if the grantee pays at the moment of departure, no refund will be given after arrival. Therefore, when any changes occur, please contact the Embassy of Japan to find out the necessary procedures before departure.

#### **4 Withdrawal or Revocation of Acceptance**

- (1) If a grantee cannot arrive within the designated arrival period, it will be a great hindrance to the grantee's education at the university as well as the research program. In this case, the acceptance to this program might be revoked.
- (2) If a grantee withdraws from the program after receiving the airline ticket, MEXT will collect it through the travel agency.
- (3) If a recommending institution sends many grantees that withdraw from this program or return to their home country due to personal reasons in the middle of the program, the institution's participation as a recommending institution will be reconsidered. Therefore, when recommending candidates, please make sure to guide them not to withdraw from the program as much as possible.

#### **5 Students Accompanied by Family Members**

- (1) If a grantee wishes to be accompanied by his/her family members, the recommending institution must ask the grantee to inform it to the accepting university before departure. If the family members wish to accompany the grantee, they must be informed that there will be no increase of the scholarship and no traveling fee for the family members.
- (2) Immigration procedures for the family members will be completely different from those for the grantee. Therefore, please make sure to ask the Embassy of Japan about necessary procedure to obtain the visa for the family members before departure.

#### **6 Guidance before Departure Date**

As the Embassy of Japan will hold an orientation session before departure, the recommending institution must ask the grantees to participate in the orientation.