

# **Guideline on Application for Campus ASEAN Long-term Overseas Study Program (2014)**

## **(Nagoya University - The University of the Philippines Los Baños)**

### **1. Background and Objectives**

The Graduate School of International Development (GSID), Nagoya University introduces a Re-Inventing Japan Project titled “Training a New Generation of Leaders in International Cooperation for the Development of the ASEAN Region” (Campus ASEAN in short) for the period of school year 2012 through 2016. This project, which was jointly applied by GSID, Graduate School of Law/ School of Law, Graduate School of Economics/ School of Economics, Center for Asian Legal Exchange (CALE) and International Cooperation Center for Agricultural Education, was adopted and supported by Japan Society for the Promotion of Science (JSPS). The main objective of this project is to foster global leaders in international cooperation who understand both aid and business, with knowledge of economy, law, politics, society and culture of the ASEAN region and Japan. For this purpose, Nagoya University has established a consortium with National University of Singapore, Chulalongkorn University (Thailand), University of the Philippines Los Baños, Gadjah Mada University (Indonesia), Royal University of Law and Economics (Cambodia), Hanoi Law University (Vietnam) and Ho Chi Minh City University of Law (Vietnam) to develop common curriculum with quality assurance and strengthen participants’ mutual understanding through short-term and long-term overseas studies.

As part of the program, GSID is going to host long-term overseas study (with credit) for one student from the University of the Philippines Los Baños (Hereafter abbreviated to UPLB) in school year 2014 (Fall Semester). Student involved in this long-term program is expected to be inspired to become a future leader in international cooperation and improve intercultural understanding through studies during stay in Japan.

### **2. Period and Duration**

Period: October 1, 2014 ~ March 31, 2015

Duration: Six months

### **3. Host Institution**

Graduate School of International Development (GSID), Nagoya University, Japan

### **4. Activities**

A. Coursework (with credits) in Nagoya university

B. Fieldwork or Internship (Basically, the internship will be arranged in multiple Japanese companies for multiple periods within February or March of 2014. The Secretariat of Campus ASEAN will be in charge of the arrangement for the internship which can accommodate participant’s interest as much as possible.\* Those who plan to take part in internship, please clarify your interest in the required document Form-1)

\*For your information, in the program of 2013, we arranged one week internship in Sinto kogio, Ltd and one day visit to MITSUI & Co. for long-term students. We also provided them opportunities to take part in short-term programs of 2013, including the visits to Japanese companies, such as Denso, Brother and DGM Mori. The internship and company visits of the program in 2014 will not limited to the ones mentioned above.

C. Activities for international understanding

## 5. Coverage of Financial Support

Campus ASEAN Long-term Overseas Study Program provides financial support for participants recommended by UPLB. The details of the coverage of financial supports are as below.

### A. Air ticket

Nagoya University provides a round-trip economy class air ticket (including airport tax and fuel surcharge) from international airports nearest Manila to Chubu Centrair International Airport, Nagoya. Our designated travel agency will arrange the flight for the participant.

### B. Other costs are not covered.

## 6. Accommodation

In principle, GSID is responsible for securing suitable in-campus or off-campus accommodation for participant. Participant shall be responsible for the cost of the accommodation (as per 5.B), there is possibility for receiving subsidy from GSID. Moreover, participant has the opportunity to apply scholarship by JASSO (Japan Student Services Organization) for Student Exchange Support Program (For details, please refer to appendix). Applicants who can meet the required qualifications for this scholarship may have the possibility to get additional subsidy to cover cost during your stay in Nagoya. Applicants who plan to apply the scholarship above should submit the required documents to GSID (Please refer to 7 \*\* in below for details). GSID will be in charge of the application procedure. However, GSID does not guarantee the success of the application.

## 7. Required Documents\*

- A) Application Form (Form-1)
- B) Study Plan for Overseas Study (Form-2)
- C) Personal Data Sheet (Form-3)
- D) Health Certificate (Form-4)
- E) Copy of information page of student's passport
- F) Certificate of Student Status (Issued by UPLB)
- G) Official Transcript of Academic Records (Issued by UPLB)
- H) Three identical photographs (3.5 cm×4.5 cm), signed on the reverse side
- I) Copy of the overseas travel insurance to be submitted **before arrival**.\*

\*Besides the overseas travel insurance, according to Immigration Control and Refugee Recognition Act, it is compulsory for those residing in Japan for more than three months to enroll in Japan's National Health Insurance (NHI). The application procedure will be done in the ward office after your arrival. In addition, Personal Accident Insurance for Students Pursuing Education and Education is also available in Nagoya University.

### **\*\* For those who apply scholarship by JASSO, you need to submit additional documents as below:**

- J) Application for JASSO Scholarship (Form- 5)
- K) Copy of Student ID (Issued by UPLB)
- L) Certificate of GPA (Issued by UPLB, please refer to the calculation in Appendix for details)

\*You can download Form-1, Form-2, Form-3, Form 4 and Form-5 from Campus ASEAN Homepage: <http://www2.gsid.nagoya-u.ac.jp/blog/campusasean-en/>

## 8. Application Procedure

The required documents should reach the Secretariat of Campus ASEAN, Graduate School of International Development, Nagoya University by email (Required documents: A-H) and EMS (Required documents: A-I) **no later than June 30 (Monday), 2014.**

E-mail: [liujing@gsid.nagoya-u.ac.jp](mailto:liujing@gsid.nagoya-u.ac.jp)

Address:

Secretariat of Campus ASEAN  
Room301  
Graduate School of International Development  
Nagoya University  
Furo-cho, Chikusa-ku,  
Nagoya, 464-8601  
Japan  
Tel: +81-52-789-4521

## 9. Supplementary Explanation

### A) Airport Pick-up service

On the day of arrival, Nagoya University does not provide pick-up service. We will try to arrange people to guide participants from Chubu Centrair International Airport, Nagoya to accommodation within Nagoya University. Nagoya University covers the cost for hiring the guide. In case we cannot arrange the guide, we will provide information about the access from Chubu Centrair International Airport, Nagoya to accommodation within Nagoya University in details in advance. Participants from UPLB go to accommodation from Chubu Centrair International Airport, Nagoya by themselves.

### B) Dispute Resolution

Any disputes arising in this program which cannot be resolved by amicable discussions between students from UPLB and Nagoya University, or UPLB and Nagoya University shall be referred to the President of the respective Parties or their nominees for resolution, or may be submitted to Regional Court of Nagoya.

### C) Governing Law

This program will be governed by and construed in accordance with the laws of Japan.

## 10. Contact

- Dr. Jean O. Loyola  
Director, Office of Institutional Linkage (OIL)  
The University of the Philippines Los Baños  
Email: [jeanloyola@yahoo.com](mailto:jeanloyola@yahoo.com)
  
- Professor Nishimura / Assistant Professor Liu  
Secretariat of Campus ASEAN (GSID)  
Graduate School of International Development, Nagoya University  
Tel: +81-52-789-4521 / 4572  
Email: [mknishimura@gsid.nagoya-u.ac.jp](mailto:mknishimura@gsid.nagoya-u.ac.jp)  
[liujing@gsid.nagoya-u.ac.jp](mailto:liujing@gsid.nagoya-u.ac.jp)

## Appendix

### Scholarship by JASSO (Japan Student Services Organization) for Student Exchange Support Program (Short-term Study in Japan) (FY 2014)

JASSO offers this scholarship for qualified international students who are accepted by a Japanese university, graduate school, junior college, college of technology (3<sup>rd</sup> grade or upper) or professional training college (hereafter referred to “Japanese schools”) under a student exchange agreement or other student exchange arrangement on a short-term basis from 8 days to one year between Japanese school and their home higher educational institution outside Japan (hereafter referred to “attending schools”)

The candidates of the long-term overseas study program under Campus ASEAN program, who can satisfy the conditions below, are eligible for the scholarship offered by JASSO.

#### A) Qualification and contents of scholarship (FY2014)

##### Qualification and conditions

- i. Students who have excellent academic and personal records at their attending school. Applicants must have a minimum GPA of 2.30 in the previous academic year (Please find the evaluation scale below). If the academic record of previous academic year is not available at the time of application, applicants have to submit the academic record of previous academic semester for evaluation. In addition, if it is impossible to show the GPA, the applicants need to submit relevant documents which demonstrate the excellent academic records of the applicants (GPA of 2.30 or better).

	Grade				
	GP3	GP3	GP2	GP1	GP0
4-level grading		Excellent	Good	Fair	Fail
4-level grading		A	B	C	F
4-level grading		100-80	79-70	69-60	59 or less
5-level grading	S	A	B	C	F
5-level grading	A	B	C	D	F
5-level grading	100-90	89-80	79-70	69-60	59 or less
Grade Points	3	3	2	1	0

GPA Formula:

$$\frac{([\text{Number of GP3}] \times 3) + ([\text{Number of GP2}] \times 2) + ([\text{Number of GP1}] \times 1) + ([\text{Number of GP0}] \times 0)}{\text{Total number of credits}}$$

- ii. The applicants have financial difficulties in taking part in the study program in Japan.
- iii. The applicants must complete their studies at their attending school after the completion of the overseas study program in Japan.

#### B) Stipend

¥80,000/month

#### C) Means for Payment

The details will be explained after the arrival.