

# **JSPS RONPAKU (DISSERTATION PhD) PROGRAM APPLICATION GUIDELINES FOR FY 2008**

June, 2007

Japan Society for the Promotion of Science



## **1. Outline of JSPS RONPAKU Program**

The Japan Society for the Promotion of Science (JSPS) has been carrying out the RONPAKU (Dissertation PhD) Program since 1978. The aim of this program is to provide tutorial and financial support for promising researchers in Asia who wish to obtain their PhD degrees from Japanese universities through the submission of a dissertation without matriculating a doctoral course.

Grantees under the program (RONPAKU fellows) are required to conduct their dissertation research under the joint supervision of a Japanese advisor and an advisor in their home country, and are expected to obtain their PhD degrees within a maximum period of five years. RONPAKU fellows are allowed to visit a Japanese university once a year to conduct research under the direct supervision of their Japanese advisor. The Japanese advisor may visit the RONPAKU fellow's home university or research institution when deemed necessary to supervise the fellow's research together with his/her home advisor.

## **2. Eligible Fields**

All fields within the humanities, social sciences and natural sciences are included.

## **3. Applicable Countries**

Candidates must be a researcher whose university/institution is in one of the following countries:

- A. Bangladesh, China, India, Indonesia, South Korea, Malaysia, Mongolia, the Philippines, Thailand or Vietnam, which have JSPS nominating organizations
- B. Other countries: Afghanistan, Armenia, Azerbaijan, Bahrain, Bhutan, Brunei, Cambodia, Georgia, Iran, Iraq, Israel, Jordan, Kazakhstan, Kuwait, Kyrgyz, Laos, Lebanon, Maldives, Myanmar, Nepal, Oman, Pakistan, Qatar, Saudi Arabia, Singapore, Sri Lanka, Syria, Tajikistan, Timor-Leste, Turkey, Turkmenistan, UAE, Uzbekistan or Yemen

## **4. Eligibility of Japanese Advisor**

The candidate's Japanese advisor must be a full-time researcher who, as of 1 April 2008, is engaged in implementing a doctoral course at the Japanese university to which the prospective RONPAKU fellow will submit his/her PhD thesis.

## **5. Eligibility of RONPAKU Fellow**

The candidate must be a researcher

- (1) Who has not obtained a PhD degree from a Japanese university
- (2) Who wishes to obtain a PhD degree from a Japanese university through the submission of a dissertation
- (3) Who has already achieved substantial research results and is likely through dissertation research under the program to successfully obtain a PhD degree
- (4) Who is employed full time at a university or research institution in his/her home country or

- will likely be appointed to such a position by April 1, 2008
- (5) Who is 49 years of age or younger as of April 1, 2008.

## 6. Number of Fellowships to be Awarded

Approximately 30

## 7. Fellowship Tenure

Maximum 5 years from 1 April 2008

## 8. Terms of Awards

JSPS financial support to RONPAKU fellows and their Japanese advisors includes the following:

### (1) To RONPAKU fellows

1. Roundtrip economy class air ticket from their home country to Japan (once per year)
2. Maintenance allowance during their stays in Japan:

Length of stay (days)	Allowance ( yen )	Length of stay (days)	Allowance ( yen )
1 ~ 5	50,000	31 ~ 45	300,000
6 ~ 10	100,000	46 ~ 60	400,000
11 ~ 15	150,000	61 ~ 75	500,000
16 ~ 30	200,000	76 ~ 90	600,000

3. Medical and accident insurance during fellow's stay in Japan (provided by JSPS during authorized periods of stay)
4. Expenses related to dissertation submission of up to 500,000 yen (based on Japanese host university's regulations), and dissertation printing and publication of up to 100,000 yen in final year of fellowship tenure.

### (2) To Japanese advisors

When visiting the RONPAKU fellow's home institution:

1. Roundtrip economy class air ticket from Japan, domestic travel cost in Japan, and visa issuance charge based on JSPS regulations
2. Maintenance allowance during stay in the fellow's country, based on JSPS regulations
3. Supervising expenses: up to 50,000 yen per year

When receiving a RONPAKU fellow:

4. Research allowance for supervising RONPAKU fellow's research in Japan: up to 120,000 yen per month

Notes:

- a. These terms are subject to change.
- b. JSPS support does not cover research expenses for activities conducted by RONPAKU fellows in their home country.
- c. For Type A RONPAKU fellows from China and South Korea (described on the next page), the support stipulated in (1)-1 and (2)-2 above will be provided by the nominating organization in the fellow's home country in accordance with its regulations. In this regard, the RONPAKU candidates nominated by the China Scholarship Council (CSC) should consult with CSC in advance as to how the stipulated support will be provided.

## 9. Application Procedure and Deadline

RONAPKU applicants are to prepare Forms 2, 3 and 4 and send them to their prospective Japanese advisor. Then, the advisor is to fill out Form 1 and submit it with all the other forms to JSPS through his/her university.

### (1) Forms

Form No.	Form Name	Person who prepares the form
Form 1	Application Form 1	Prospective Japanese Advisor
Form 2	Application Form 2	RONPAKU applicant
Form 3	Letter of Recommendation 1	RONPAKU applicant's home advisor and the president of his/her affiliated university/research institution
Form 4-1*	Letter of Recommendation 2	Nominating organization named in attached sheet
Form 4-2*		Third-party researcher who can testify to the RONPAKU applicant's research ability
	Application Card	Prospective Japanese advisor ( Application card is copy of pages 1 and 2 of Form 1 )

**\*The forms to be prepared by RONAPKU applicants differ based on their affiliated institution in their home country.**

Type A. Those whose home institution comes under the jurisdiction of a JSPS nominating organization listed in the accompanying table **MUST** prepare Form 4-1.

Type B. Those whose home institution does NOT come under such jurisdiction **MUST** prepare Form 4-2.

**For Type A applicants, their application will be rejected if they submit Form 4-2 (instead of Form 4-1).**

### (2) Steps to apply

**Step 1:** Eligible researchers wishing to receive a RONPAKU fellowship must contact a prospective Japanese advisor and discuss applying for the program with him/her.

**Step 2:** RONPAKU applicants must fill in Form 2.

**Step 3:** A. RONPAKU applicants whose home institution comes under the jurisdiction of a JSPS nominating organization must contact that organization in their home country (listed in accompanying table) and initiate the process for obtaining a "letter of recommendation" (Form 4-1).

B. RONPAKU applicants whose home institution does NOT come under such jurisdiction must prepare Form 4-2.

**Step 4:** RONPAKU applicants must have Form 3 filled out by their home institution, and either Form 4-1 by their nominating organization or Form 4-2 by a third-party researcher. After completing Form 2, they are to submit the application package (Forms 2, 3 and either 4-1 or 4-2) to their prospective Japanese advisor.

**Step 5:** Japanese advisors submit Form 1 via their university to JSPS along with the package of documents received from the RONPAKU applicant.

Notes:

- a. As some nominating organizations have their own application deadlines, Type A RONPAKU applicants should contact the nominating organization in their country to confirm the recommendation procedure and time frame.
- b. Each nominating organization is to submit a list of its successful applicants (applicants to whom it issued a "letter of recommendation") to JSPS. Any application from Type A applicants not included in the list will be rejected by JSPS.
- c. Applications submitted directly by applicants to JSPS will not be accepted.

### **Application Deadline**

August 23, 2007

(JSPS will accept applications through the Japanese advisors' universities from 17-23 August 2007.)

Notes:

- a. The date stipulated above is the submission deadline for the Japanese advisor's university.
- b. Candidates must send their application documents to their prospective Japanese advisor well in advance of this deadline. (As some universities have their own deadline, applicants should consult their prospective Japanese advisor with regard to the time frame.)

## **10. Selection and Notification of Results**

The JSPS Selection Committee conducts application screening. JSPS will notify the RONPAKU applicants and their prospective home advisors of the selection results by the end of January 2008.

### **Selection Criteria**

- (1) Based on their record of scientific results, applicants must be seen as "mature" researchers.
- (2) The applicant's research proposal should be suited to pursuing a PhD degree through submission of a dissertation without matriculating a doctoral course. The feasibility should be very high that the applicant will obtain a PhD degree within a maximum of 5 years.
- (3) The Japanese advisor must be suitable for supervising the Fellow's research; sufficient advance communication must have been carried out between the advisor and the applicant; the research supervision plan must be well-prepared and specific

## **11. Supervision of Research**

- (1) Over the period of their tenure (up to five years), RONPAKU fellows will visit a Japanese university once a year to conduct research under the supervision of a Japanese advisor based on a visit plan approved by JSPS. The maximum period of each stay in Japan is 90 days.

In the final year of their tenure, RONPAKU fellows may be allowed on an exceptional basis to either make a second visit or to extend their regular visit. This, however, is only for the purpose of completing the last phase of the degree acquisition process, e.g. giving an oral presentation or taking an interview. Whichever the case, a second visit or extension, the period will be for less than 30 days, ending within 3 days after the presentation.

- (2) When deemed necessary, the Japanese advisor may visit the RONPAKU fellow's home university or research institution once a year to supervise his/her research based on a visit plan approved by JSPS. Each visit of the Japanese advisor will be within a period of 30

days.

All visit plans must be submitted to JSPS at least three months prior to the departure date using the prescribed form. RONPAKU fellows whose home institution comes under the jurisdiction of a JSPS nominating organization must submit their visit plan to JSPS through that organization in their home country.

- (3) At the end of each fiscal year, JSPS evaluates each fellow's research progress based on a report submitted by their Japanese advisors, and notifies the fellow (via the nominating organization) of its decision on whether to continue the fellowship in the following fiscal year.
- (4) When considered necessary to advance the fellow's research, the Japanese advisor may, with JSPS's approval, appoint Japanese co-advisors(s), who are to be a full-time researcher at the university (or equivalently qualified person). The co-advisor(s) are to cooperate in supervising the dissertation research of the fellow and may, when deemed necessary, visit the fellow's home institution in place of the Japanese advisor.

## **12. Obligations of the RONPAKU Fellow**

RONPAKU fellows should bear the following three points in mind. After selection, they will be expected to observe the regulations and procedures stipulated in the "PROCEDURES AND PROVISIONS FOR RONPAKU FELLOWS UNDER THE JSPS RONPAKU (DISSERTATION PhD) PROGRAM" If the RONPAKU fellow should fail to do so, the fellowship may be withdrawn, allowances (including airfares) stopped, and already-paid allowances reclaimed.

- (1) During their tenures, RONPAKU fellows shall not, either in or outside the host institution, infringe in any way on the human rights of others, including racial or gender discrimination or other forms of abuse.
- (2) RONPAKU fellows shall not commit acts of research misconduct (e.g., fabricating or falsifying research results) nor shall they misuse research funds (e.g., using them for private or unauthorized purposes).
- (3) RONPAKU fellows must submit research reports using the separately prescribed format.

## **13. Role of Japanese Advisor and Host University**

Japanese advisors and host universities should bear the following six points in mind. Once the RONPAKU fellowship is awarded, they will be expected to observe the regulations and procedures stipulated in the "Procedures and Provisions under the JSPS RONPAKU (DISSERTATION PhD) Program." If either the adviser or university should fail to do so, the fellowship may be withdrawn, allowances (including airfares) stopped, and already-paid allowances reclaimed.

- (1) So as to ensure the smooth progress of the fellow's research in Japan, before submitting an application, the Japanese advisor shall fully inform the candidate of conditions at the host institution, including his/her status under the fellowship, and ascertain the candidate's acceptance of those conditions.
- (2) The host researcher will, in cooperation with the administration office of the host institution, provide a suitable environment for the fellow to pursue his/her joint research. The host will also assist the fellow, when needed, with immigration processing (including applying for a "certificate of eligibility"), securing domicile and other matters related to his/her stay in

- Japan.
- (3) During the fellow's tenure, the Japanese advisor and co-advisor(s) shall not, either in or outside the host institution, infringe in any way on the fellow's human rights, including racial or gender discrimination or other forms of abuse
  - (4) Neither shall the Japanese advisors nor other members of the host institution commit acts of research misconduct (e.g., fabricating or falsifying research results) or research fund misuse (e.g., using them for private or unauthorized purposes).
  - (5) Japanese advisor must submit research reports using the separately prescribed format.
  - (6) Japanese advisor and host institution shall take principal responsibility for the RONPAKU fellow's actions, so must be proactive in preventing any discrimination, misconduct or misuse on the part of the fellow during his/her tenure. If any such problems should occur, the host will endeavor to resolve them.

#### **14. Handling of Personal Information**

Personal information contained in application materials shall be strictly controlled in accordance with laws to protect personal information held by administrative institutions and JSPS's rules for protecting personal information.

When using personal information to implement the RONPAKU (Dissertation PhD) Program, including providing it to private companies commissioned to conduct data processing work; JSPS shall observe these laws and regulations.

If selected for a RONPAKU fellowship, the fellow should note that his/her name, research theme, host institution, name and title of host researcher, and research reports will be given public access. Fellows will be asked to participate in surveys aimed at improving the fellowship program.

#### **15. Notes**

- (1) With regard to Paragraph 12 (3) above, should a host researcher be found guilty by the host institution of violating a candidate's or RONPAKU fellow's human rights, s/he shall be disqualified for a period of five years from hosting RONPAKU fellows under this program, the Postdoctoral Fellowship Program for Foreign Researchers, and the Postdoctoral Fellowship Program (Short-term) for North American and European Researchers.
- (2) In the following cases, JSPS may cancel a RONPAKU fellowship:
  1. When a fellow is found to have submitted false information in his/her application
  2. When it is determined that it would be difficult for a fellow to obtain his/her PhD degree within the approved fellowship tenure
  3. When a fellow withdraws from his/her positions as full-time researchers at the home institution
  4. When a fellow violates a Japanese law or is so indicted
  5. When a fellow does not follow JSPS's instruction or causes harm to JSPS.
- (3) You can see the application guidelines and download the application forms from the following website:  
<http://www.jsps.go.jp/j-ronpaku/>  
<http://www.jsps.go.jp/english/e-ronpaku/>

#### **16. Contact**

Please contact either the nominating organization (see Table) in your home country or JSPS at the following address or numbers.

Asian Program Division  
Japan Society for the Promotion of Science (JSPS)  
6 Ichibancho, Chiyoda-ku, Tokyo 102-8471  
JAPAN  
Telephone: +81 (0)3 3263 2368; Facsimile: +81 (0)3 3234 3700;  
Email: ronpaku@jsps.go.jp  
<http://www.jsps.go.jp/english/e-ronpaku/>

**Table: Nominating Organizations**

Country	Nominating Organizations
Bangladesh	University Grants Commission of Bangladesh (UGC) Agargaon, Sher-e-Banglanagar, Dhaka-1207 BANGLADESH Tel. (880) 2-811-1331/912-2289 Fax (880) 2-812-2948
China	Chinese Academy of Sciences (CAS) 中国科学院 International Cooperation Bureau 國際合作局垂非处 Division of Asian Affairs 北京市三里河路 52 号(100864) 52 Sanlihe Rd., Beijing, 100864 CHINA Tel. +86-10-68597226, Fax+86-10-68511095
	Chinese Academy of Social Sciences (CASS) 中国社会科学院 International Cooperation Bureau 國際合作局垂非处 Asian and African Division 北京市建国門内大街 5 号 No.5, Jianguomennei Dajie, Beijing, 100732 CHINA (100732) Tel. +86-10-8519-5138/6406, Fax+86-10-85196152
	China Scholarship Council (CSC) 中国国家留学基金管理委员会 Division of Study Abroad Affairs 秘書处出国事務部 Level 13, Building A3, No. 9, Chegongzhuang 北京市西城区車公莊大街 9 号 Avenue, Beijing, 100044 CHINA A3 楼 13 階 (100044) Tel. +86-10-6609-3950, Fax +86-10-6609-3954
India	Department of Science and Technology (DST) International Division Technology Bhavan, New Mehrauli Road, New Delhi 110016 INDIA Tel. +91-11-26862503/26590449, Fax +91-11-26862418
Indonesia	Directorate General of Higher Education (DGHE), Ministry of Education and Culture Supervision of Educational Staff Development and Personnel of Higher Education Wisma Aldiron Dirgantara Jl. Jenderal Gotot Subroto Kav. 72, Jakarta 12780 INDONESIA Tel. +62-21-5731436/79188077, Fax +62-21-5700052/79188077
	Indonesian Institute of Sciences (LIPI) Bureau of Science and Technology Cooperation and Promotion Jl. Jenderal Gatot Subroto No.10, Jakarta 12710 INDONESIA Tel. +62-21-5251542, Fax +62-21-5207226/5225640
Korea	Korea Science and Engineering Foundation (KOSEF) Division of International Programs 180-1, Gajeong-Dong, Yusung-Gu, Daejeon, 305-350 KOREA Tel. +82-42-869-6414, Fax +82-42-869-6026
Malaysia	Vice Chancellors' Council of National Universities in Malaysia (VCC) JSPS-VCC Coordinator c/o Chancellery, University of Malaya, 50603 Kuala Lumpur MALAYSIA Tel. +603-7967 3202, Fax +603-7957 5451
Mongolia	Ministry of Education, Culture and Science (MECS) Department of Science and Technology 210620a Baga Toiruu 44, Zasgiin gazriin III bair, Sukhbaatar duureg, Ulaanbaatar MONGOLIA Tel. +976-11-26-24-80, Fax +976-11-32-31-58
Philippines	Department of Science and Technology (DOST) Bicutan, Taguig, Metro Manila, P.O. Box 3596 Manila PHILIPPINES Tel. +63-2-837-2071 ~ 82, Fax +63-2-837-2940
Thailand	National Research Council of Thailand (NRCT) Section of Asia and Africa Cooperation, Office of International Affairs 196 Phaholyothin Road, Chatuchak, Bangkok 10900 THAILAND Tel. +66-2579-2690, Fax -66-2561-3049

Vietnam	Vietnamese Academy of Science and Technology (VAST) International Cooperation Department 18 Hoang Quoc Viet Road, Cau Giay, Hanoi VIETNAM Tel. +84-4-756-4607, Fax +84-4-756-2764
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\* Contact information subject to change.