9. Application Guidelines

Candidate applicants must apply through the procedure as below.
It is necessary for both participant's Government and the Government of Japan for the Official Development Assistance.

(1) Procedures and Required Documents for Application:
Each participant is required to submit the "Application documents" listed in (2) below to JICA overseas office in charge of the applicants' country. Please refer to the Appendix 2&3 for the guideline and format.

(2) Application Documents
   1) Application materials check list (Appendix-2)
   2) JICA Application Form for Knowledge Co-Creation Program (Appendix-3)
     consists of:
       · Personal Information
       · Education Background
       · Work Experiences
       · Consent for joining this program from current employer /organization
   3) Application Form for SDGs Global Leader for FY2021-2023 (Appendix-5) consists of:
     · Declaration of desired University placement
     · Research Plan
     · Career Plan
   4) Graduation certificate.
      * Officially certified copies of the original
      * Written in English or accompanied with official translation
   5) Academic transcript
      * Must contain all the grades earned in the university
      * Officially certified copies of the original
      * Written in English or accompanied with official translation
   6) Photocopy of certificate of English Test[4]
   7) A copy of Passport with photo (for checking nationality, name, sex, and date of birth).
   8) 2 ID photos (4cm × 3cm) pasted on application form (Original and copy)
   9) Health certificate (To be submitted later[5])

Based on the above documents, Candidate applicants are nominated and approved by each country's government, and then approved by JICA. After this procedure, screening will be

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[4] Once candidate applicants passed the first screening by JICA overseas office, they may request for reimbursement of application fee for IELTS/TOEFL. Please contact to JICA overseas office in charge of your country.

[5] If candidate applicants pass the examination, Health certificate with JICA format will be required. Without the certificate, admission might be rejected.

conducted at the proposed universities. The result will be informed to candidate applicants.

Please kindly note that university might reject candidate applicants due to lack of the above required documents, or your research plan may not be accepted by proposed universities.

Candidate applicants must follow each university's application procedure after the screening. If applicants withdraw their application after their official application for universities, applicants must send a letter to the universities.

Applicants	Applicants' organization	Responsible organization in each country	JICA Overseas Office	JICA HQ	Universities
				Sending General Information and university list	
	Announcement of Course	Request for nomination of candidates			
JICA Application Form					
			Screening by JICA	List of candidates with Application forms	Pre-matching by universities
Confirm the result of matching				Notification of the result of Pre-matching	
Application for universities		Examination for each university (Web interview etc.)			Official Screening (Web interview etc)
				(If applicants pass examination,) JICA will endorse Applicants	