

JSPS RONPAKU (DISSERTATION PhD) PROGRAM APPLICATION GUIDELINES FOR FY 2011

July, 2010

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 has been to provide tutorial and financial support for promising researchers in Asia and Africa 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:

ASIA (including Middle East countries)

Afghanistan, Armenia, Azerbaijan, Bahrain, Bangladesh*, Bhutan, Brunei, Cambodia, China*, Georgia, India, Indonesia*, Iran, Iraq, Israel, Jordan, Kazakhstan, South Korea*, Kuwait, Kyrgyz, Laos, Lebanon, Malaysia*, Maldives, Mongolia*, Myanmar, Nepal, Oman, Pakistan, the Philippines*, Qatar, Saudi Arabia, Singapore, Sri Lanka, Syria, Tajikistan, Thailand* Timor-Leste, Turkey, Turkmenistan, UAE, Uzbekistan Vietnam* and Yemen

AFRICA

Algeria, Angola, Benin, Botswana, Burkina Faso, Burundi, Cameroon, Cape Verde, Central African Republic, Chad, Comoros, Republic of the Congo, Democratic Republic of the Congo, Cote d'Ivoire, Djibouti, Egypt*, Equatorial Guinea, Eritrea, Ethiopia, Gabon, Gambia, Ghana, Guinea, Guinea-Bissau, Kenya, Lesotho, Liberia, Libya, Madagascar, Malawi, Mali, Mauritania, Mauritius, Morocco, Mozambique, Namibia, Niger, Nigeria, Rwanda, Sao Tome and Principe, Senegal, Seychelles, Sierra Leone, Somalia, South Africa, Sudan, Swaziland, Tanzania, Togo, Tunisia, Uganda, Zambia and Zimbabwe

* These ten countries have JSPS nominating organizations. The application procedure for RONPAKU candidates in those countries differs from that used for the other countries. Please see item 9.

4. Eligibility of Japanese Advisor

The candidate's Japanese advisor must be a full-time researcher who, as of 1 April 2011, 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 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, 2011
(JSPS also treats Taiwanese and Palestinian researchers in this manner.)
- (5) Who is 49 years of age or younger as of April 1, 2011.

6. Number of Fellowships to be Awarded

Approximately 40

7. Fellowship Tenure

Maximum 5 years from 1 April 2011

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) or the Chinese Academy of Social Sciences (CASS) should consult with CSC or CASS in advance as to how the stipulated support will be provided.

9. Application Procedure and Deadline

Prospective Japanese advisors will be required to use JSPS's online application system to apply for the program. For detailed procedures, please refer to the online application system guide at <http://www.shinsei.jps.go.jp/> (in Japanese).

RONPAKU candidates are to prepare Forms 2 and 3 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 (How to prepare)
Form 1	Application Form 1	Prospective Japanese Advisor (Pages 1 to 4 are to be printed out from online application system; the format for other pages can be downloaded from the program website.)
Form 2	Application Form 2	RONPAKU candidate
Form 3	Letter of Recommendation 1	RONPAKU candidate's home advisor and the president of his/her affiliated university/research institution

***The steps for applying differ based on the candidates' 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 contact that nominating organization to be nominated to JSPS.. JSPS will use a list of nominees submitted by each nominating organization to confirm whether RONPAKU candidates are recommended.

Type B. Those whose home institution does NOT come under such jurisdiction are not required to contact any nominating organization.

(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 candidates must fill in Form 2.

Step 3: A. RONPAKU candidates whose home institution comes under the jurisdiction of a JSPS nominating organization must contact that organization in their home country

(listed in accompanying table) to be nominated to JSPS.

B. RONPAKU candidates whose home institution does NOT come under such jurisdiction are not required to contact any nominating organization.

Step 4: RONPAKU candidates must have Form 3 filled out by their home institution. After completing Form 2, they are to submit the application package (Forms 2 and 3) 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 candidate. Concurrently they take the necessary steps for application submission using JSPS's online application system.

Notes:

- a. As some nominating organizations have their own application deadlines, Type A RONPAKU candidates 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 candidates to JSPS. Any application from Type A candidates not included in the list will be rejected by JSPS.
- c. Applications submitted directly by candidates to JSPS will not be accepted.

Application Deadline

August 31, 2010(JSPS will accept applications through the Japanese advisors' universities by August 31, 2010.)

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, candidates should consult their prospective Japanese advisor with regard to the time frame.)

10. Additional Point regarding Application Form 1

When preparing their applications, prospective Japanese advisors who are currently involved in a JSPS international exchange activities or project or who have been within the past 5 years are required to describe the results or anticipated results of that activity and any connection it has with making this nomination under the RONPAKU Program.

11. Selection and Notification of Results

(1) Selection process

Screening is conducted by JSPS's selection committee based on the three criteria listed below.

Selection Criteria

- (i) Based on their record of scientific results, candidates must be seen as "mature" researchers.
- (ii) The candidate'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 candidate will obtain a PhD degree within a maximum of 5

years.

- (iii) 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 candidate; the research supervision plan must be well-prepared and specific.

(2) Notification of selection results

- a. Notification of the selection results will be made in writing through the head of the applying institution to RONPAKU candidates by the end of January 2011.
- b. Regarding unsuccessful candidates, their Japanese advisors will receive a notice of their approximate ranking among all the applicants.

〈Notification procedure〉

Non-selected applicants will be ranked in the following three tiers.

Non-selected A (upper tier)

Non-selected B (middle tier)

Non-selected C (lower tier)

All notifications will be made via sealed letter.

12. 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 extended 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-advisor(s), who is to be a full-time researcher at the university (or equivalently qualified person). The co-advisor(s) is 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.

13. 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.

Note: Regarding paragraph (2) below, please see the separate document “About the Proper Use of Competitive and Other Funds.”

- (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 are not to misuse competitive or other funds or to commit any act of misconduct with regard to their research and educational activities, including fabrication, falsification or plagiarism. With regard to these activities, they are to follow the rules prescribed by the Ministry of Education and Science (MEXT), JSPS, their Japanese advisor’s affiliated institution, and the university scheduled to award their dissertation PhD degree.
- (3) RONPAKU fellows must submit research reports using the separately prescribed format.

14. Role of Japanese Advisor (including Japanese co-advisors) and Host University

Japanese advisors and host universities should bear the following seven 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 FOR RONPAKU FELLOWS 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.

Note: Regarding paragraphs (4), (6) and (7) below, please see the separate document “About the Proper Use of Competitive and Other Funds.”

- (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 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) To ensure that no misuse of funds or research/education misconduct occurs, Japanese advisors shall conduct RONPAKU-related research in conformance with the rules prescribed by MEXT, JSPS, their affiliated institutions, and the university scheduled to

- award the dissertation PhD degree.
- (5) Japanese advisor must submit research reports using the separately prescribed format.
 - (6) To ensure that no misuse of funds or research/education misconduct is committed by the RONPAKU advisor or fellow, the advisor's affiliated institution and the university scheduled to award the PhD degree shall promulgate and strictly enforce the rules (includes penalties for misuse and misconduct) prescribed by MEXT, JSPS and their own institutions.
 - (7) Japanese advisors, their affiliated institutions and the universities scheduled to award the PhD degree are to take ultimate responsibility for the RONPAKU fellows. As such, they are to take proactive measures to prevent misuse and misconduct and to resolve any problems that may arise.

15. Handling of Personal Information

With regard to personal information contained in application materials, it shall be strictly controlled in accordance with laws to protect personal information held by administrative institutions and JSPS's rule of protect personal information.

Using personal information in implementing the RONPAKU (Dissertation PhD) Program, including the provision of such information to private companies commissioned to conduct data processing management, 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, including on JSPS's homepage. Fellows will be asked to participate in surveys aimed at improving the fellowship program.

16. Notes

- (1) With regard to Paragraph 14 (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 position as a full-time researcher 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) JSPS does not support any research project related to military affairs.
- (4) 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/>

17. 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) International Cooperation Bureau Division of Asian Affairs 52 Sanlihe Rd., Beijing, 100864 CHINA Tel. +86-10-68597226, Fax+86-10-68511095 中国科学院 国际合作局垂非处 北京市三里河路 52 号(100864)
	Chinese Academy of Social Sciences (CASS) International Cooperation Bureau Asian and African Division No.5, Jianguomennei Dajie, Beijing, 100732 CHINA Tel. +86-10-8519-5138/6406, Fax+86-10-85196152 中国社会科学院 国际合作局垂非处 北京市建国门内大街 5 号 (100732)
	China Scholarship Council (CSC) Division of Study Abroad Affairs Level 13, Building A3, No. 9, Chegongzhuang Avenue, Beijing, 100044 CHINA Tel. +86-10-6609-3950, Fax +86-10-6609-3954 中国国家留学基金管理委员会 秘书处出国事务部 北京市西城区车公庄大街 9 号 A3 楼 13 阶 (100044)
Indonesia	Directorate General of Higher Education (DGHE), Department of National Education Jalan Jenderal Sudirman, Pintu I, Senayan. Tromol Pos 190, Jakarta, 10002 INDONESIA Tel. +62-21-5794053, Fax +62-21-57946052
	Indonesian Institute of Sciences (LIPI) Bureau of Science and Technology Cooperation and Promotion Jl. Jenderal Gatot Subroto No.10, Jakarta 12710 INDONESIA Tel. +62-21-5225711 ext 233/234, Fax +62-21-5251834/5277183
Korea	National Research Foundation of Korea (NRF) Global Network Management Team 25, Heolleungno, Seocho-gu, Seoul, 137-748 KOREA Tel. +82-2-3460-5622/5626, Fax +82-2-3460-5609
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	Vietname 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

Egypt	Ministry of Higher Education and Scientific Research (MHESR) Sector of Cultural and Missions Affairs 101 Kasr El-Aini Street, Cairo, Egypt Tel. +202-2794-8210/ +202-2796-0322, Fax +202-2588-6575 http://www.mohe-casm.edu.eg
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* Contact information subject to change.