

The Project for Human Resource Development Scholarship (JDS)

Bangladesh 2023

APPLICATION FORM

(for Master's Degree Program)

1. Study Course

- Kindly note that there are identified Target Organizations per Component.
- Please select the Component and accepting university of your choice based on the organization where you belong.

Sub-Program (Priority Area)

1. Administrative Capacity Development

Component (Development issue)

University

Graduate School (Automatically Filled)

2. Belonging Ministry or Organization

3. Personal Information

- Details given in this section must match your passport or other official identification documents
- "(4) Age" is automatically calculated if "(3) Date of Birth" is filled correctly.

1) Family Name (Capital Letters)				Attach your recent photograph here (Should be taken within 3 months)	
2) Given Name (Capital Letters)					
3) Date of Birth (Day/Month/Year)	/	/	4) Age (Automatically filled)	(As of 2024 / 4 / 1)	Please write your name on the back of the photo (4cm×3cm)
5) Gender		6) Martial Status			
7) Number of Children (if any)		8) Age of Children			
9) Living Address			10) Living Area		
11) TEL (Residence)		12) Mobile Phone			
13) Email (Personal)					
14) Contact Person for emergency (Family or relatives)					
Full Name (Contact person)		Relationship (ex. Father)			
Mobile Phone (Contact person)		E-mail (if any)			

#### 4. Educational Background

##### (1) Schooling Period based on the Academic Certificate/ Transcript

- List all schools attended starting from primary school (in chronological order).
- Graduation years and names of degree given in this section **must match your submitted certificates/ transcripts.**
- Do not list short-term training courses.

Level	Name of School Department	Location	From		Years of Schooling	Degree
			To			
(Ex.)	University of Dhaka Faculty of Economics	Dhaka	Sep /	2000	4 year(s)	Bachelor of Science Graduated
			Jun /	2005	10 month(s)	
Primary Education (Class I - V)					year(s)	
					month(s)	
Secondary Education					year(s)	
					month(s)	
Higher Secondary Education					year(s)	
					month(s)	
Higher Education (Bachelor)					year(s)	Bachelor of ●● Graduated
					month(s)	
Other Higher Education (Master)					year(s)	Master of ●● Currently underway
					month(s)	
Other Higher Education (Master)					year(s)	
					month(s)	
Other Higher Education (except training)					year(s)	
					month(s)	
<b>Total School Year:</b>					<b>0</b> year(s)	<b>0</b> month(s)

##### (2) Session Jam and Actual Years of Schooling

- List all Session Jam\* period (if any) during your schooling years above.
- \* Session Jam: period of time when the universities are closed due to political unrest or campus activism
- Do not include the period of interruption due to personal reasons.

Session Jam Period				Remarks
Level	Year(s)	Period		
(Ex.) Bachelor	2004-2005	1 year(s)	3 month(s)	(Ex.) Final exam extended due to political unrest
		year(s)	month(s)	
		year(s)	month(s)	
		year(s)	month(s)	
		year(s)	month(s)	
		year(s)	month(s)	
		year(s)	month(s)	
<b>Total Years of Session Jam</b>		<b>0</b> year(s)	<b>0</b> month(s)	
<b>Actual Years of Schooling</b> (Total Years of Schooling - Total Years of Session Jam)		<b>0</b> year(s)	<b>0</b> month(s)	

**(3) Scholarship record**

1) Have you ever been awarded any scholarship studying abroad? (Yes/No) \*If "Yes", please specify it below.

 Yes

Name of Scholarship: \_\_\_\_\_ Country you studied: \_\_\_\_\_

Duration: From \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ Obtained Degree: \_\_\_\_\_  
month year month year

 No

2) Are you currently applying for another scholarship programs?

\* List all if more than one

 Yes

Name of Scholarship: \_\_\_\_\_

University: \_\_\_\_\_

Name of Scholarship: \_\_\_\_\_

University: \_\_\_\_\_

Name of Scholarship: \_\_\_\_\_

University: \_\_\_\_\_

 No

3) Have you ever applied for JDS Program before?

 Yes

Study field, University, Year you applied: (Ex.) Field of Law, Kyushu University, 2014

\* List all if more than one

times	Study Field	University	Year you applied
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

 No

### 5. Work Experience

- List your work experience from the most recent full-time work in English.
- DO NOT include part-time job, internship, volunteer activities as your work experience.
- If the name of organization / company is not in the drop-down list, please type it.
- Period of Employment is calculated automatically.

Organization / Company	Department / Division	Position / Title	From	Period of Employment		Type
			To	Year(s)	Month(s)	
(Ex) Ministry of Finance	Economic Relations Division, ***Department	Deputy Director	Sep / 1999	3	year(s)	A
			Jun / 2003	10	month(s)	
			/		year(s)	
			Nov / 2023 (Present)		month(s)	
			/		year(s)	
			/		month(s)	
			/		year(s)	
			/		month(s)	
			/		year(s)	
			/		month(s)	
			/		year(s)	
			/		month(s)	
<b>Total Period of Working Experience:</b> (as BCS Cadre Official or Class-1 Officer of Bangladesh Bank, Judicial Service, 1st Class Officials of Legislative and Parliamentary Affairs Division)			<b>0</b>	<b>0</b>	year(s) month(s)	
*For the type of organization above, choose the applicable alphabet below: <b>A.</b> Ministry (BCS Cadre), <b>B.</b> Bangladesh Bank (Class-1 Officer), <b>C.</b> Bangladesh Judicial Service, <b>D.</b> 1st Class Officials of Legislative and Parliamentary Affairs Division, <b>E.</b> Others						
*If "E. Others", please specify:						

Current Department (Automatically filled)						
Current Organization (Workplace) (Automatically filled)						
Address of the current workplace						TEL of Workplace
Mother Ministry / Organization (Automatically filled)						
Belonging BCS Cadre Name & Batch (if any)						batch
Are you a member of the Armed Forces?	<input type="radio"/> YES	<input type="radio"/> NO	<input type="radio"/> OTHERS ( )			
Have you completed any Master/Doctoral degree under Deputation or Study Leave?	<input type="checkbox"/>	Completion Year:	<input type="text"/>			
Have you obtained Job Confirmation ?	<input type="checkbox"/>	Date Obtained	<input type="text"/>	/	/	(DD/MM/YYYY)
<b>*Please attach your GO for job confirmation.</b>						

**6. Responsibilities of your work**

Please describe your (1) Current Work and (2) Previous Work, indicating nature of your work, main responsibility, your achievements and its significance, subordinates under your supervision, size of budget you handle, etc.

(1), (2) Current/Previous designation, organization name and work period should be matched with the information given in the Q5. Also your work responsibilities should be linked with your research plan.

**(1) Current Work****(2) Previous Work**

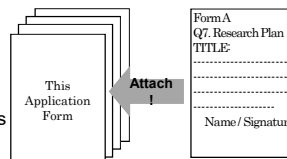
**7. Research Plan (Use the prescribed form A)**

■ Write a brief Research Plan of your Master thesis **WITHIN 3 (THREE) PAGES** of the prescribed form A with **NO MORE THAN 700 WORDS**, and attach to this Application Form.

**Important Notes:**

- ✓ Make sure that your research plan has:
  - Introduction (background information, literature review, research purpose and questions etc.)
  - Main body (methodology)
  - Conclusion (expected results /significance of research /contribution to the development)
  
- ✓ Make sure your Research Proposal have strong connections with the following points.
  - Sub-Program / Component (Check the AG)
  - University curriculums and research areas of faculty members (Check the AG, Univ website, etc.)
  - Your current work, duties and future career plans

\*Strongly recommended to your research proposal refer to the specific research fields outlined in the University's brochure.



For more details, refer to “Guidelines for Writing a Research Plan” and “Warning about Plagiarism” (page 10-11 of the Application Guidelines)

※Please check the university's website\* to see if the program/course's curriculum is beneficial for your research, and if there is any faculty member who could be an academic advisor for your research topic (check faculty members' specialties and publications). After that, tick  the box below. \* The URL of universities' websites :<http://jds-scholarship.org/>

<b>Title of your Research Proposal</b>

<input checked="" type="checkbox"/> <b>I have checked the information of my applying university (courses, academic advisors, etc.) to make sure that my research plan can be carried out there.</b>
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Note : Applicants for **Rikkyo University** (CP : 1-4)

- ✓ Research Plan must be concise and well-structured aligns with faculty's specialties.
- ✓ It should refer to the specific research fields outlined in the University's brochure.
- ✓ The supervisors you will be assigned under MPMA course is listed in the brochure “Faculty list of MPMA Course”

**8. Reason why you have chosen to apply to the Graduate School/Course/Program selected in Q1. (※not simply the reason for applying JDS)**

Why do you choose the Graduate school / course written in Q1 to conduct your research and to utilize it after returning home? Also, what do you want to learn especially at this Graduate school / course?  
Your answer must be typed in 200 words.

### 9. Future Contribution

This section will be used as one of the most important references for selection. Your answer must be typed in 300-400 words for each question.

(1) How do you apply your research topic and the knowledge, skills and experiences that you gained through study in Japan to solve the development issues of Bangladesh?

(2) How are you going to use the knowledge, skills and experiences that you gained through your study in Japan and to develop the bilateral relationship Between Bangladesh and Japan after you finished the program and come back to your work place?

**10. Declaration**

I, \_\_\_\_\_  
declare that I apply for JDS Project with full understanding "Application Guidelines", especially the articles stipulated below:

- 1 All the information that I provided in this Application Form by me are true and accurate to the best of my knowledge and ability. My Application may be nullified if any information mentioned above is found to be false.
- 2 If the Application Form is incomplete or with missing necessary documents, it is regarded ineligible.
- 3 All the selection process and the decision are entirely entrusted to the secretariat of JDS and any inquiries or objections by applicants regarding the result of the selection shall not be permitted.
- 4 If any act of dishonesty is found other than those above in the application and selection process, I shall not lodge any complaint about cancellation of the application resulting from such act.
- 5 The objective of the JDS is to provide Bangladesh citizens to study in Japan at the master's degree level in order to support national efforts to achieve social and economic development in Bangladesh. Thus, the JDS fellow is under the obligation to contribute to the development of Bangladesh; and to remain in Bangladesh at least two years after completing Master's degree in Japan.
- 6 I have mentioned necessary information about my status regarding other scholarship if I am currently awarded or scheduled to receive another scholarship.
- 7 If I am finally selected for the JDS scholarship, I shall not decline this scholarship unless any serious illness or accident occurred to me or family member which will not allow me to study in Japan.
- 8 I hereby agree to the matters in the Attachement in regards to the handling of my personal information.

**Signature:** \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / 2023



## Attachment

Secretary General  
Personal Information Administrator  
Japan International Cooperation Center (JIC

### Handling of Personal Information

The Project for Human Resource Development Scholarship (JDS) is implemented by Japan International Cooperation Center (JICE) based on the contract with your government. Please understand the following notice and agree to provide certain personal information before applying.

1. JICE shall use your personal information that you will provide with us for the following purpose related to the implementation of JDS.

- a) Selection of JDS including arrangement of examination and training
- b) Various communications related to the selection
- c) Information and guidance regarding various projects carried out by JICE

2. The personal information you provide to JICE includes certificate of health and will be used only as a reference for the selection.

3. JICE may provide the personal information JICE obtains from you for the implementation of JDS as follows.

- a) The organizations to be provided with your personal information:  
The government of your country, The government of Japan, Japan International Cooperation Agency (JICA), Accepting Universities under JDS, examination and training institute
- b) Procedure:  
Email, File Sharing Service, Postal Service, and Courier Service
- c) Personal information items to be provided:  
study course, organization, name, date of birth, age, gender, marital status, belonging organization, address (home/workplace), phone number (home/workplace), e-mail (home/workplace), contact person for emergency, educational background, scholarship record, work experience, responsibilities of work, research plan, reason for applying the graduate school, future contribution, academic transcript, certificate of degree, certificate of English, employment certificate, reference letter, permission letter, national ID card, passport, photographic images, certificate of health, registration form, ID card of workplace, workbook, job performance evaluation, social insurance book, labor contract, letter of appointment and written oath, and statement of actual duties and responsibilities
- d) The purposes of the provision  
Selection of JDS, arrangement of training and examination, and reporting of the result of selection

4. JICE may share the acquired personal information with any other individuals or entities, only in cases where security requirements for personal information protection has been validated in accordance with JICE's regulations.

5. The provision of personal information to JICE is left to your discretion. However, in cases where some personal information is not provided, it may not be possible for JICE to make the selection of JDS.

6. In regards to the personal information provided to JICE, you have the right to request notification of the purpose of the utilization of the information, disclosure of the information, amendments to the information, additions or deletions of information, complete elimination of or cessation of the utilization of the personal information itself, and the suspension of the provision of the information to any third party. If you wish to request any of the above such as disclosure of your personal information, please contact the following department. JICE will respond to your request after verifying personal identification.

Personal information liaison, General Affairs Department, JICE  
TEL : 03-6838-2702 E-mail : [privacy@jice.org](mailto:privacy@jice.org)