

# **JICA Innovative Asia online short-term program (IOP)**

## **Internship Program**

### **Application Guidelines**

#### **1. Overview**

JICA Innovative Asia Program began in 2017 based on the "Japan Revitalization Strategy" approved by the Japanese Cabinet in June 2016. This program aims to enhance the circulation of capable young personnel between Japan and Asian countries and to promote innovation in the whole Asia. Also, inputs by Asian innovative human resources to Japan's business community are expected to bring about diversity to it, resulting in the mutual benefits between Japan and Asian countries, which will strengthen bilateral relationship in the long run.

The program consists of the long-term program and the short-term program and invites participants (scholars) every year over the course of 5 years from 2017 from the 60 partner schools of the target 12 countries. However, as it has become difficult to carry out the short-term program in Japan due to the spread of COVID-19, it will be conducted online as a replacement.

#### **2. Objectives**

- (1) Participants will deepen their understanding, and have a concrete image of cutting-edge industries and research through the internship with Japanese companies/organizations and research institutes.
- (2) Participants and accepting companies/organizations will deepen mutual understanding and gain opportunities for future networking and employment/recruitment.
- (3) Participants will have the opportunity to think about the better research exchanges and contributions from the perspective of promoting innovation throughout Asia, in their own expertise and research fields.

#### **3. Date and Period of the internship**

For 7-21 days between late January and the end of February

#### **4. Number of Students to be admitted**

20 participants in total

Selection may be conducted depending on the number of applicants.

#### **5. Company/Organization**

10-20 companies/organizations

#### **6. Method**

Online (The kind of online meeting tool can be different depending on the accepting company/organization)

## 7. Eligible Candidates

Country	Those who have the nationality or citizenship of the following 11 countries; Bangladesh, Cambodia, India, Indonesia, Laos, Malaysia, Pakistan, the Philippines, Sri Lanka, Thailand, Vietnam
Degree	Alumni, Master or Doctoral degree students including Future graduate students of Partner Universities.
Age	Under 35 (As of April 1, 2021)
English ability	Sufficient literacy and conversation skills to participate
Major/ Research field	Science and Technology, and Engineering field, especially, IT, IoT, AI.
Suitable for the purpose of the program	<ol style="list-style-type: none"> <li>1. Those who wish to get employed in Japan/local Japanese company or have a strong interest in it</li> <li>2. Those who wish to study in a Japanese university or to collaborate with a Japanese research institution, or have a strong interest in them</li> <li>3. Those who are willing to contribute to the industrial development of their home countries and Asian countries in the future</li> </ol>
Status	At the time of application, in principle, those who belong to a private sector or unemployed* <sup>1</sup>
Environment	<ol style="list-style-type: none"> <li>1. PC with microphone &amp; web camera, and good internet access environment such as Wifi.</li> <li>2. Being able to participate without absent on planned internship</li> <li>3. Participating from the target countries or Japan in principle*<sup>2</sup></li> <li>4. Living in the same country at the time of application and participation*<sup>3</sup></li> </ol>
Confidentiality	Being able to agree and comply with participation requirements such as confidentiality required by companies
Expenses/ rewards/ insurance	<ol style="list-style-type: none"> <li>1. Being able to agree that JICA will not bear expenses, subsidize, or provide insurance</li> <li>2. Being able to agree that all programs are unpaid</li> </ol>
Advantageous qualifications	N1, N2, or N3 at Japanese-Language Proficiency Test (JLPT)
Others	<ol style="list-style-type: none"> <li>1. Being able to implement all the requirements (pre-assignments). The accepting company/organization may assign before participation</li> </ol>

	2. Being able to contact the Operation management office (JICE) by email without delay
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\*1 Those who wish to work for a Japanese company are eligible even if their current position is an administrative officer.

\*2 Participation can be permitted if JICA determines that there is no problem in participating in the program based on various circumstances.

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**8. Briefing session for application to JICA Innovative Asia online short-term program**

①14:00-15:00 (JST) of Tuesday, November 16<sup>th</sup>

②14:00-15:00 (JST) of Wednesday, November 24<sup>th</sup>

Registration for Briefing Session for JICA IOP Application

URL: <https://forms.office.com/r/6pGxwXjXw4>

**9. Flow from application to participation**

Nov.8th – Nov.30th	Apply by emailing the application form * Briefing session on Nov.16th
Dec.6th – Late January	- Finish your pre-assignments - Internship matching by JICE
Late January-February	Participate in the internship

**10. Application (deadline: Tuesday, November 30<sup>th</sup>, 2021 )**

(1) Please complete the Application Forms (AF) attached to the email according to the explanation below and send them by email to us; [inv-a.online@jice.org](mailto:inv-a.online@jice.org)

Form		Filled by
<b>Form1</b>	<b>Official Application Form</b> (Official stamp of your organization is needed.)	- To be filled by you and your supervisor* - To be signed by your supervisor
<b>Form2</b>	<b>Nomination from the Organization</b>	You and your supervisor*
<b>Form3</b>	<b>Individual Application Form</b>	You
<b>Form4</b>	<b>Terms and Conditions, and Declaration</b>	You

\*Supervisor: the head of the department/division of your organization

- (2) Please be advised;
- a. To fill only in typewritten except for signature
  - b. To fill in the form in English
  - c. To use “√” or “x” to mark the ( ) options
  - d. To attach your photograph

- (3) Please make sure to submit the Application Forms;
- a. Read through the Application Guidelines.
  - b. Obtain approval from your supervisor.
  - c. To submit the original Application Forms (AF) to JICE.
  - d. If you fail to provide all required information and documents within the deadline, you may not be allowed to participate.

(4) Check List before submission

Items	Form No.	Check
1. Fill in all items in typewritten	All the forms	
2. Your signature	Form 3, 4	
3. Signature of your supervisor*	Form 1, 2	
4. Official stamp of your university/ organization	Form 1	
5. Your photograph	Form 3	

\*Supervisor: the head of the department/division of your organization

**11. Contact Information**

If you have any inquiry about the program, please contact us via e-mail stating your name, country, and university name.

**The Secretariat of JICA Innovative Asia online short-term program**  
**Japan International Cooperation Center (JICE)**  
**E-mail: [inv-a.online@jice.org](mailto:inv-a.online@jice.org)**