



JDS Cambodia 2021

For Master program

Application Guidelines

[Introduction video of JDS project](#) [13 min]

Foreword

This is a quick guide to the application for JDS Cambodia. For further information, the following videos and seminars are also available.

Video seminars

- [JDS application guide](#) [20 min]
- [How to prepare the application documents](#) [15 min]
- [How to write a research plan](#) [27 min]
- [Tips for the selection](#) [20 min]

- Online Q&A session** (See the schedule on JDS web)
- University seminars** (See the schedule on JDS web)

1. JDS Scholarship Cambodia

The Project for Human Resource Development Scholarship by Japanese Grant Aid (JDS) for Cambodia was launched in 2000 by the government of Cambodia with the support of the government of Japan.

JDS is targeted at highly capable officials and others who are expected to engage in and implementing social and economic development plans, and become leaders in Cambodia in the 21st century

The main objectives of JDS Scholarship are:

(1) To support Human Resource Development

JDS aims at strengthening administrative capacity of the recipient country through providing post-graduate education opportunities with talented young government officials and others who are expected to engage in formulating and implementing social and economic development plans and to play a leadership role in the development of the country.

(2) To enhance bilateral relationships

JDS fellows are also expected to solidify foundations to further bilateral relations with Japan by utilizing their human network developed through the academic and social activities in Japan.

※ Promoting gender equality, applications are also encouraged from women.

2. Application dates

Please submit a set of application documents to the JDS office within the following period.

Opening date September 13, 2021

Closing date **November 11, 2021 (at 3:00 p.m.)**

- ✓ Application after the closing date will not be considered.
- ✓ Your submitted documents will not be returned.
- ✓ Intentional false statement in the application documents may be disqualified or subject to penalties.

3. Field of Study & Target Organizations

JDS Cambodia has **3 Sub-Programs** (priority areas) and the following **9 Components** (development issues = Field of Study). Those who belong to a designated **target organizations** and meet the application requirements are eligible to apply for any one of the components.

For further details, please refer to the framework below

[Framework of JDS Cambodia 2021](#)

The components and each host universities are as follows.

Components and universities (Download below)

1. Sub-Program: Industrial Development	
Component	
1-1-1	Infrastructure Development
	Hiroshima University * See footnote (1) below GS of Advanced Science and Engineering (DL) GS of Humanities and Social Sciences (DL)
1-1-2	Private Sector Development
	(1) Kobe University (DL) (2) Rikkyo University (DL)
1-1-3	Improvement of Education Quality
	Hiroshima University * See footnote (1) below GS of Advanced Science and Engineering (DL) GS of Humanities and Social Sciences (DL)
1-2	Agriculture and Rural Development
	Kyushu University (DL)
2. Sub-Program: Better Quality Life	
Component	
2-1	Improvement of Urban Living Environment
	Toyo University (DL)
2-2	Improvement of Healthcare and Social Security
	Hiroshima University * See footnote (1) below GS for of Advanced Science and Engineering (DL) GS of Biomedical and Health Sciences (DL)
3. Sub-Program: Strengthening of Governance	
Component	
3-1	Improvement of Administrative Functions
	Meiji University (DL)
3-2	Legal and Judicial Development
	Nagoya University (DL)
3-3	Building of International Relations
	Ritsumeikan University (DL)

Note: (1) Newly enrolled students are to belong to either graduate school depending on assigned research supervisor.

4. Eligibility criteria

Applicants must;

- (1) be a citizen of Cambodia
- (2) be **22 - 39 years old** as at April 1, 2022
- (3) be a holder of **Bachelor degree** (authorized by the RGC or other countries)
 - ✘ Any major of bachelor's degree is acceptable, unless specified by the host university.
- (4) be a **civil servant** currently employed by a **Target Organization**.
- (5) have **at least 2-year full-time work experience in the Target Organization** as of the application closing date (Contract staff is NOT eligible),
 - ✘ Probation period can be included in the 2 years
 - ✘ Contract staff period cannot be included in the 2 years
 - ✘ Part time and volunteer work cannot be counted as the work experience
- (6) Have sufficient English language proficiency
 - ✘ Ex. TOEFL 500-550 / IELTS 5.5. (as a benchmark)
 - ✘ TOEFL-ITP test will be arranged for ALL the applicants.
- (7) be in good physical and mental conditions

A person falls under any of the following items is not eligible

- A current or prospecting recipient of other scholarships,
- A holder of Master or higher degree earned abroad under the support of foreign scholarship,
- Military personnel or those who belong to affiliated organizations.

5. The application process

- **Application forms (Excel)** is downloadable:

■ **Application form set**

- ✘ Get a download password on [JDS website](#)

Necessary documents → See **Table 1** (below)

Application process → See **Figure 1** (below).

- **Applicants are strongly advised to view the video below.**

■ [How to prepare the application documents](#) [15 min]

Notes (for the application documents)

- ✓ As illustrated in Figure 1 below, **3 sets of the application documents** and **1 Excel application file** must be submitted to JDS office.
- ✓ DO NOT staple the document sets. Use paper clips.
- ✓ Submit **an explanation letter** for any information deficiencies on the application documents that is not attributable to the applicant. However, with the deficiencies on the personal ID, please submit another ID additionally
- ✓ Where false information or fraud is detected, the application will be deemed ineligible.

- **Applicants are strongly advised to submit their application documents well before the closing date.**

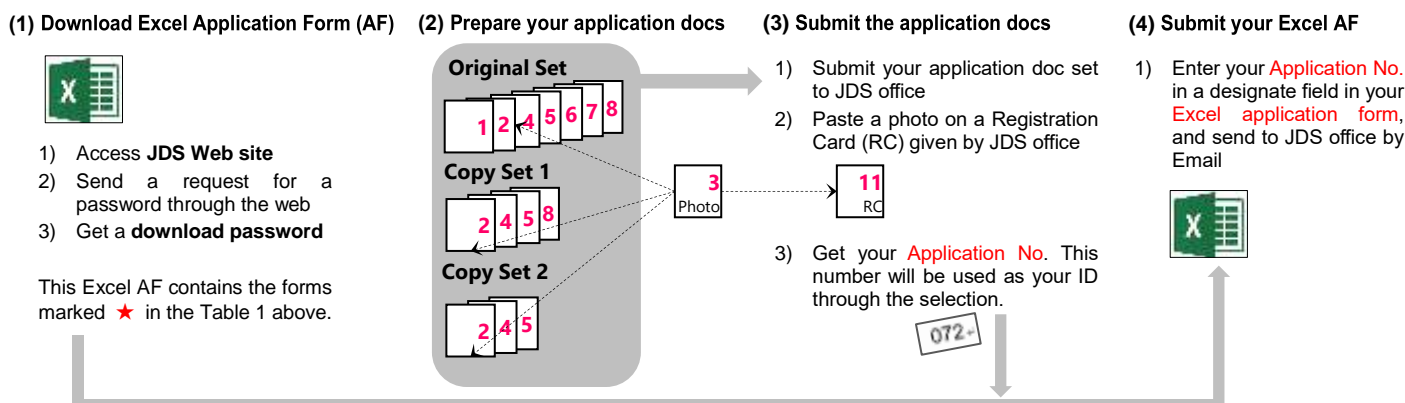
Table 1: Application documents

No.	Application documents	Necessary sets			Notes
		Original	Attested Original	Copied Original	
1	Check list ★	1			
2	Application Form (AF) ★	1		2	
3	Photograph	4			Write your name on the back
4	All university degree certificate(s) ✘		3		
5	All university transcripts ✘		3		
		1		2	
6	Reference letter (Annex) ★	1			From workplace
7	Employment certificate ★	1			From workplace
	ID of Public Servant (Workplace)			(1)	If this is available as a supporting document
8	Personal identification evidence (Submit one of them)			2	← Passport (first & last page)
			1	1	← National ID ✘
			1	1	← Birth certificate ✘
9	Questionnaire on health ★				No need to submit hardcopy (Answer in Excel form)
10	Questionnaire ★				No need to submit hardcopy (Answer in Excel form)
11	Registration card (RC)	1			Given by JDS office at the time of application

★ These forms are contained in the **Excel Application form set** (can be downloaded from JDS Website).

✘ If not written in English, certified English translation is required.

Figure 1: Preparation steps for the application



6. The selection process

(1) Selection process

After eligibility check, applicants will proceed to the following selection process.

Schedule	Selection steps
Nov.11, 2021	Closing date of application
End Nov	Academic aptitude test(s) ※1 · TOEFL-ITP ※2 · JDS Math test ※3
Dec	1st selection (Screening by the universities)
Jan, 2022	Health check-up ※4
Mid Feb	2nd selection (Interview by the universities)
Early Mar	3rd selection (Interview by Operating Committee) ※5, ※6, ※7, ※8
Mid Mar	Approval given by the Operating Committee
Mar - Apr	Application for each university
May - Jul	Pre-departure English & Academic Training
Jul	Pre-departure orientations
Aug	Departure for Japan

- ※1 The academic aptitude test(s) is not a selection, but the test scores will be sent to the universities as a selection reference.
- ※2 **All applicants must take the TOEFL-ITP test** arranged by JDS office on the specified date.
- ※3 Applicants for the following components **DO NOT need** to take the **math test**.
 - 2-1 Improvement of Urban Living Environment
 - 3-2 Legal and Judicial Development
 - 3-3 Building of International Relations
- ※4 **The health-check-up** is not a selection, but those who are judged to be ineligible to study abroad for health reasons will not be able to proceed to the next selection step
- ※5 **JDS Operating Committee** is responsible for the management of JDS project, and is made up of representatives of the Cambodian and Japanese governments. The members are as follows;
 - Ministry of Education, Youth and Sport
 - Council for the Development of Cambodia
 - Ministry of Foreign Affairs and International Cooperation
 - Ministry of Civil Service
 - Ministry of Economy and Finance
 - Embassy of Japan
 - JICA Cambodia office
- ※6 Candidates who have passed the 2nd selection must submit a **Permission Letter** before proceeding to the 3rd selection (the letter form will be given by JDS office). In this letter, the candidates must obtain **an advance confirmation of long-term leave of absence** from their workplaces prior to the final selection.
- ※7 **Travel subsidies** will be paid to applicants from rural areas throughout the English test and the final selection.
- ※8 **The results of each selection round** will be sent to all candidates by email.

(2) Selection criteria

Applicants will be mainly assessed against the following criteria:

1st selection	<ul style="list-style-type: none"> · Academic records and background · Scores of the English and math tests · Research plan · Matching between the research plan and disciplines of faculties of the university course · Reference letter (Annex in the application docs)
2nd selection	<ul style="list-style-type: none"> · Academic competence · Knowledge of the research field · Logical thinking and communication skills · Motivation to study in Japan, etc.
3rd selection	<ul style="list-style-type: none"> · Motivation to study in Japan · Potential to contribute to the development and strengthening bilateral relations with Japan. · Concreteness of future career and ambition

7. Benefits of JDS Scholarship

JDS Scholarship is offered for the minimum period necessary for the scholars to complete the academic program specified by the Japanese education institution, including any preparatory training. Scholarship recipients will receive the following benefits:

- ✓ Travel expenses (to go to / return from) Japan
- ✓ Full tuition fees
- ✓ Monthly scholarship
- ✓ Arrival allowance
- ✓ Housing allowance
- ✓ Allowances for purchasing books and shipping material
- ✓ Traveling and seminar allowances
- ✓ Overseas travel insurance
 - ※ All International students must enroll in National Health Insurance program of Japan

In addition, JDS fellows also enjoy the following benefits and JICE support to secure and enrich their study in Japan

- ✓ **Pre-departure English and academic training**
- ✓ JICE support for finding domicile in Japan
- ✓ Periodical monitoring services
- ✓ Emergency support system
- ✓ Enrichment program for JDS fellows
 - Government leaders networking events
 - Leadership programs
 - Special lectures, etc.

7. Notes on JDS rules

JDS has its own rules set to achieve its project objectives and to provide a favorable study environment for JDS fellows in Japan. The details will be explained in a pre-departure orientation, but please understand at least the following rules before application.

While studying in Japan

- Family members or others cannot be brought in for 3 months after arriving in Japan (due to post-arrival programs)
- Working in Japan is prohibited (due to VISA and study reasons)
- Driving motor vehicles are prohibited (due to safety reasons)
- The fellows must complete the course within the predetermined period of study, and return to their home countries immediately after the study completion (due to the project design).

After return to Cambodia

- The fellows must participate in a report meeting held by the Operating Committee
- **The fellows must return to their workplaces and work at least 2 years there.**

8. Further information and Contact

JICE JDS Project Office in Cambodia	
Office hour	8:00-12:00 / 14:00-17:00 Monday through Friday
Email	Jds.cambodia1@jice.org
TEL	023-217944 / 012-681711
Address	Unit No. 306, Aura Condominium Bldg. #87, St. 63, Sangkat Beong Rang, Khan Daun Penh, Phnom Penh Cambodia
JDS web	http://jds-scholarship.org
Facebook	https://www.facebook.com/khm.jds
JICE	https://www.jice.org/en/index.html