

**Information Regarding Application
for the ADB-Japan Scholarship Program (ADB-JSP)**

In the Academic Year 2019 beginning in April 2020, GSID will accept Master's Program students sponsored by the ADB-Japan Scholarship Program (ADB-JSP).

Please note that the deadline below must be met and we would appreciate it if the applicant inquires early.

1. Eligibility Requirements and Conditions for Application

1-a. Eligibility Requirements

- (1) The applicant must be a national of an ADB borrowing member country (applicants from countries that are no longer borrowing from ADB are not eligible for the scholarship. Currently, countries [areas] that are no longer borrowing from ADB are Hong Kong, China; the Republic of Korea; Singapore; and Taipei, China).
- (2) The applicant must have a bachelor's degree or its equivalent from an accredited/recognized university. In addition, applicants should have completed **16 years of formal education** or should have received equivalent education. Those with a bachelor's degree but with less than 16 years of formal education must submit some additional documents **by May 22 (Wednesday), 2019** Please inquire at the ADB Administrative Office (GSID) to check eligibility **by May 22 (Wednesday), 2019**.
- (3) At the time of application, the applicant must have at least two years of full-time professional working experience acquired after obtaining their university degree.
- (4) The applicant must be 35 years old or under at the time of application.
- (5) To be considered for admission the following minimum scores are required on one of these tests: an overall TOEFL score of 550 (paper-based), 213 (computer-based), or 79 (internet-based); a TOEIC score of 730; or an IELTS score of 6.0 (should include Academic Reading and Academic Writing). The test should have been taken within two years prior to the application. Institutional test scores such as TOEFL ITP's are unacceptable for submission. In the event that these tests are not given in the country of the applicant, please consult with the ADB administrative office (GSID) **well before May 22 (Wednesday), 2019**. Depending on circumstances, submitting some substitute documents **by May 22 (Wednesday), 2019** may be accepted.
- (6) An applicant living or working in a country other than his/her home country are not eligible for the scholarship.
- (7) Executive Directors, Alternate Directors, officials and staff of ADB, as well as their close relatives, are not eligible for the scholarship.
- (8) The program will not, in principle, support applicants who hold a Master's degree. However, those who have earned their Master's degree in their home country are eligible on condition that they have

completed no more than 16 years of education.

- (9) The family income should not be more than US\$50,000/year and the individual income should not be more than US\$25,000/year.

1-b. Conditions

- (1) In accepting the scholarship, scholars must commit themselves to return to, and work in, their home countries for a period of at least 2 years right after completion of their studies under the program or when dismissed from the school.
- (2) In accepting the scholarship, scholars must consent to the employment restriction policy of the ADB-JSP and acknowledge that they will not be able to work at ADB for two years after completion of their academic programs.
- (3) The scholarship may be terminated upon the recommendation of GSID at any time for one or more of the following reasons: failure of a scholar to make satisfactory academic progress; failure to comply with the laws of Japan and regulations of Nagoya University; misconduct; and/or breaches of the conditions of the ADB-JSP or Student Visa.

2. Admission Openings

Department of International Development and Cooperation: A total of six or seven students can be accepted.

3. Filing Period

Applications will be accepted during the period **from June 5 (Wednesday) to July 4 (Thursday), 2019** by registered mail only (Applications MUST arrive at the office **by July 4 (Thursday), 2019**). Any applications arriving after this date will not be considered for processing.

4. Required Documents

The following documents should be submitted to the ADB Administrative Office (GSID). The designated GSID/ADB forms of the following (1), (2), (7), and (9) can be downloaded by clicking [MSWord] or [PDF] marks below. Please utilize the Application Checklist. [\[MSWord\]](#) [\[PDF\]](#)

- (1) ADB-JSP Information Sheet Form1 [\[MSWord\]](#) [\[PDF\]](#)

Please use this exchange rate to calculate income information into dollars. [\[PDF\]](#)

- (2) Application form with 3 photographs attached—the photos should be taken within the last three

months and be of 3cm x 4cm size and passport quality. Form2 [\[MSWord\]](#) [\[PDF\]](#)

- (3) Certified copy of diploma or certificate of degree from each college-level institution attended.
- (4) Official transcript from each college-level institution attended.
- (5) Certificate of Employment for the last 5 years issued by the company (preferably with company's letter head/logo), stating the following:
 - a. start date of employment
 - b. end date of employment
(ex. Jan 2016 to Dec 2017 or Jan 2016 to Present)
- (6) Certificate of Income issued by the company (preferably with company's letter head/logo), can be any of the following:
 - a. Annual Income
 - b. Monthly Income
 - c. Latest Income Tax Return
- (7) Certificate of Family Income issued by the company (preferably with company's letter head/logo):
 - a. Parents' Annual/Monthly Income if applicant is single
 - b. Spouse's Annual/Monthly Income if applicant is married
 - c. If status is unemployed, retired or deceased, an authenticated supporting document must be submitted, including pension information if any.
- (8) Certificate of Nationality (or a copy of the applicant's valid passport)
- (9) Curriculum Vitae Form3 [\[MSWord\]](#) [\[PDF\]](#)
- (10) TOEFL score, TOEIC score, or IELTS score. Only scores from tests taken within two years prior to the application are valid. An official test score must include an ID photo. Institutional test scores are unacceptable for submission.
- (11) Two confidential letters of recommendation—in sealed envelopes, signed across the flap.

Recommendations should be written by people who have supervised applicants in either an academic or work capacity, and who are well acquainted with the intellectual ability and personality of applicants. Preferably, one of the letters should be from a university professor and the other from a senior staff member of the applicant's current working office (if there is some reason why the applicant's letters of recommendation are not from such people, please include a letter of explanation). Form4 [\[MSWord\]](#) [\[PDF\]](#)
- (12) Research and/or work experience (on a separate piece of paper)

Note: Attach documents from present/former places of research and work certifying the applicant's research and/or work record.
- (13) Research Proposal (about 800 words, on a separate piece of paper)

Note: Send an electronic file (PDF or MSWord) of the research proposal as well to adb@gsid.nagoya-u.ac.jp with the file name "ADB Research Proposal_the applicant's full name" (e.g. ADB Research Proposal_John Smith).

Please enclose all applications in order when sending them to the ADB Administrative Office (GSID). The applications, including those that arrive at GSID after the deadline, become the property of GSID and will not be returned. If the applicant has questions regarding any of the information above, please contact the ADB Administrative Office (GSID). For additional information, the applicant could also refer to the FAQ section about the ADB-JSP at the GSID website:

<https://www.gsid.nagoya-u.ac.jp/exam/application/adb/faq.html>

5. Selection Procedures

The Asian Development Bank will select scholars from the selected candidates who have passed the screening by GSID. The scholars will be notified of the result through the ADB Administrative Office (GSID) by early December 2019.

Note: Scholars must undertake in writing that they will return to their home countries immediately after the completion of their program of study or when dismissed from the school.

6. Scholarship Coverage and Period

The following expenditures will be covered by the scholarship: full tuition, medical and accident insurance obtained through Nagoya University, a monthly stipend including subsistence and housing allowance for one person (for the Year 2018 the monthly stipend is 147,000 yen; this may be changed for the Years 2019 and 2020), a book allowance, other miscellaneous expenses and economy class airfare for one person covering the trip from the scholar's place of residence to Nagoya University and the return journey at the end of the study program. The initial scholarship period is one year from April 2020 - March 2021. The extension of the scholarship for the second year of the program shall be conditional on the scholar maintaining a satisfactory level of academic performance.

7. Privacy Policy

The applicant's name, mailing address and other personal information included in the application documents will be used only for the purpose of grading and registering during the entrance examination selection process, announcement of examination results, entrance registration procedures and educational affairs after admission. Personal information will be used appropriately and will not be used for purposes unrelated to the application process.

Contact Information

Please send all applications to:

ADB Administrative Office

Graduate School of International Development

Nagoya University

Furo-cho, Chikusa-ku, Nagoya

464-8601 Japan

E-mail: adb@gsid.nagoya-u.ac.jp

Fax: +81-52-789-4921

<https://www.gsid.nagoya-u.ac.jp/global/index-en.html>

*Please write “Application for ADB-JSP” on the front of envelope.

Additional Information concerning Accommodation and Japanese Language Proficiency:

GSID will help the scholars with housing arrangements. However, we strongly recommend that the scholars do not bring their families on their initial stay in Nagoya, as family housing is generally very costly and hard to find. Although applicants are not required to have Japanese language proficiency for selection, the ability to communicate in Japanese in daily life situations will be helpful.