



# KEMENTERIAN PEKERJAAN UMUM BADAN PENGEMBANGAN SUMBER DAYA MANUSIA

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Nomor : SM 0A-Ms/AA8  
Sifat : Segera  
Lampiran : 1 (satu) berkas  
Hal : **Penawaran Program Beasiswa JICA Human Resources Development for Practical Integrated Water Resources Management (Master's degree)**

Jakarta, 14 April 2025

- Yth. 1. Sekretaris Direktorat Jenderal Sumber Daya Air;  
2. Sekretaris Direktorat Jenderal Cipta Karya;  
3. Kepala Pusat Pengembangan Kompetensi Sumber Daya Air dan Permukiman;  
4. Direktur Politeknik PU

Di tempat

Sehubungan dengan penawaran pendidikan lanjutan Beasiswa *JICA Human Resources Development for Practical Integrated Water Resources Management (Master's degree and Doctoral degree)* untuk Gelar Pascasarjana, dengan hormat kami sampaikan informasi program sebagai berikut :

1. Pemerintah Jepang membuka kesempatan untuk mendaftar beasiswa untuk program *Master's degree and Doctoral degree* di institusi pendidikan di Jepang (terlampir).
2. Biaya keikutsertaan program tersebut ditanggung oleh Pemerintah Jepang.
3. Mekanisme pengajuan tugas belajar serta pemilihan program studi mengacu pada Peraturan Menteri PUPR nomor **02 tahun 2023 tentang Pengembangan Kompetensi Pegawai Aparatur Sipil Negara**.
4. Persyaratan :
  - a) Memiliki umur dibawah 35 tahun pada tanggal 1 April 2025 untuk gelar Master Degree;
  - b) Memiliki umur dibawah 40 tahun pada tanggal 1 April 2025 untuk gelar Master Degree;
  - c) Pegawai muda yang memiliki pengalaman di bidang sumber daya air yang diproyeksikan untuk berkontribusi pada perumusan kebijakan dan implementasi pengelolaan air sesuai konsep IWRM;
  - d) Memiliki kemampuan bahasa inggris baik lisan maupun tulisan dan memiliki skor TOEFL iBT 80 atau lebih tinggi, atau skor IELTS Academic 6.5 atau lebih tinggi.
5. Kelengkapan dokumen :
  - a) *JICA Application Form*;
  - b) Ijazah;
  - c) Transkrip nilai;
  - d) Sertifikat Kemampuan Bahasa Inggris;
  - e) Photocopy Passport;
  - f) Surat keterangan sehat;
6. Informasi, *application form* serta keterangan lebih lanjut terkait program beasiswa tersebut sebagaimana terlampir, atau dapat diakses melalui website <https://www.jica.go.jp/dsp-chair/english/dsp/overview/index.html>
7. Calon peserta yang diusulkan telah memenuhi syarat berdasarkan analisa kebutuhan pengembangan kompetensi di masing-masing Unit Organisasi, serta memenuhi persyaratan tugas belajar dan persyaratan yang ditetapkan oleh lembaga beasiswa.

8. Calon peserta yang diusulkan oleh unit organisasi harus mendapatkan rekomendasi dari BPSDM sebelum mengikuti proses seleksi. Bagi calon yang direkomendasikan melakukan pendaftaran mandiri secara online sesuai dengan ketentuan pihak penyelenggara.
9. Bagi calon peserta yang lulus seleksi beasiswa namun tidak melapor kepada Pejabat Pembina Kepegawaian Unit Organisasi dan kepada BPSDM pada proses awal pendaftaran, maka rekomendasi untuk penerbitan SK Tugas Belajar dan administrasi lainnya tidak dapat kami proses.
10. Calon peserta yang memenuhi syarat beserta dokumen persyaratan lengkap dapat diusulkan kepada Sekretariat Badan Pengembangan Sumber Daya Manusia c.q. Bagian Hukum, Kerja sama dan Komunikasi Publik **selambat-lambatnya, Senin 5 Mei 2025** (hanya kandidat dengan dokumen persyaratan lengkap yang akan diproses).

Demikian disampaikan, atas perhatian dan kerjasamanya, kami ucapkan terima kasih.

**Plt. Sekretaris Badan Pengembangan  
Sumber Daya Manusia**



**Drs. Rudy Ridwan Effendi, M.T.**  
NIP. 196801081998031002

Tembusan :

1. Kepala Badan Pengembangan Sumber Daya Manusia;
2. Kepala Biro Perencanaan Anggaran dan Kerjasama Luar Negeri.



# **JICA Knowledge Co-Creation Program for Long Term Participants (JICA Development Studies Program)**

## **General Information on Human Resources Development for Practical Integrated Water Resources Management JFY2025**

**「実践的統合水資源管理に貢献する人材育成プログラム（2025年度）」**

This handout provides an overview of the “Human Resources Development for Practical Integrated Water Resources Management” program/course, which is one of Japan International Cooperation Agency (JICA)’s Knowledge Co-Creation Program (Long-Term). The program will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between respective governments.

The objective of the Knowledge Co-Creation Program (Long-Term) is to offer opportunities to people from developing countries to study at higher educational institutions in Japan and to help them build their network of people. This is intended to assist in the human resource development plans of the governments of developing countries and Japan, and eventually to expand and strengthen bilateral ties between the developing countries and Japan.

## 0. Background

### **What is JICA Knowledge Co-Creation Program (KCCP)**

The Japanese Cabinet released the Development Cooperation Charter in June 2023, which stated, “In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together.” JICA believes that this ‘Knowledge Co-Creation Program’ will serve as a foundation of mutual learning process.

### **What is JICA Development Studies Program (JICA-DSP)**

JICA-DSP is being carried out by JICA as part of official development assistance (ODA) by the government of Japan. JICA-DSP is offered for international scholars accepted as the participants of JICA’s Human Resource Development Project who are enrolled in a degree program at a Japanese university.

<https://www.jica.go.jp/dsp-chair/english/dsp/overview/index.html>

## 1. Overview

In recent years, conflicts in water use and water resources management are becoming more prominent in many parts of the world due to increased water demand resulting from population growth and economic development, and increased risk of drought and flooding caused by climate change. A wide variety of stakeholders are involved in the water use and water resources management, and their interests are complex. Therefore, it is important to practice the integrated water resources management (IWRM) which can promote coordination and consensus building among diverse stakeholders for the sustainable water use.

IWRM is incorporated in SDG Goal 6, Target 6.5: By 2030, implement integrated water resources management at all levels, including through transboundary cooperation as appropriate. According to the UN progress monitoring, Target 6.5 aims at a score of 100 for the implementation of integrated water resources management in 2030, while the score is only 57 as of 2023. Further strengthening of efforts is necessary to achieve Target 6.5. It is essential to develop human resources in developing countries who have knowledge and skills related to IWRM and who can promote solutions to solve water issues through IWRM.

JICA has set 20 JICA Global Agenda, that are cooperation strategies for global issues to tackle complex development challenges such as healthcare, conflict and climate change. JICA also strengthens its efforts on priority groups of projects within each JICA Global Agenda as 'Cluster Strategies'. These strategies are in line SDGs' People, Planet, Prosperity and Peace, aiming to maximize impact through collaboration and co-creation with partner governments, as well as with diverse partners at home and abroad, with the purpose of realizing 'human security'. One of the JGAs is 'Sustainable Water Resources Management and Water Supply'. Under this JGA, there is a Cluster Strategy, 'Practical IWRM to Resolve Water related Issues in the Field'. JICA is promoting implementation of IWRM under this Cluster Strategy.

## 2. Objectives

The objective of this program is to foster young or middle-career officials in government agencies and academic fields with knowledge and skills related to IWRM who can contribute to solve water issues in developing countries through IWRM, and develop the concept of IWRM further.

In order to achieve the objective, it is expected that the participants would enhance capacities and create contributions as follows:

- (1) Capacity to analyze issues related to water resources management based on the concept of IWRM, and to practice problem solving actions;
- (2) Capacity to formulate practical policies and strategies based on understanding of policies and international trends related to IWRM and relevant initiatives in Japan;

- (3) Capacity to develop theories and concepts that lead to solve water relevant issues by analyzing previous research and experiences on IWRM;
- (4) Learning with Japanese people and students, acquiring human networks and building a long-term relationship with Japan through academic conferences, internships, and other opportunities; and
- (5) Sharing research results and learning with technical cooperation projects of JICA.

### 3. Course Outline

This program accepts participants from Indonesia, Cambodia, Thailand, Laos, Philippine, Vietnam, Bolivia, Iran, Cuba, Sudan, and/or Morocco.

The participants will be admitted to one of the following universities to obtain master's degree or Ph.D. The candidate applicants select a university to which he/she wishes to apply. The candidate applicants must check details of the courses and admission procedures at each university's website.

#### **No.1:**

【Name of Graduate School】

Chuo University

Global Water Environmental Engineering Course, Civil, Human and Environmental Science and Engineering Course, Graduate School of Science and Engineering

URL: [https://www.chuo-u.ac.jp/academics/faculties/science/departments/civil\\_human/detail/](https://www.chuo-u.ac.jp/academics/faculties/science/departments/civil_human/detail/)

【Degree】

Master

【Supervisor】

Taichi TEBAKARI (Professor)

URL: [https://civil.r.chuo-u.ac.jp/lab/water/?page\\_id=32](https://civil.r.chuo-u.ac.jp/lab/water/?page_id=32)

【Note】

- ・ An applicant can choose enrollment either in April 2026 or in September 2026.
- ・ Details of admission procedure will be open around May 2025 for the enrollment in April 2026, and around February 2026 for the enrollment in September 2026

#### **No.2:**

【Name of Graduate School】

Nagasaki University

Program for Water and Environmental Science, Department of Integrated Science and Technology, Graduate School of Integrated Science and Technology

URL: [https://www.ist.nagasaki-u.ac.jp/course/cou\\_water](https://www.ist.nagasaki-u.ac.jp/course/cou_water)

※In Japanese only. Please use machine translation, etc. to see the website.

【Degree】

Master or Ph.D.

【Supervisor】

**【長期研修】 雛型 (2024年8月版)**

Hironori HAMASAKI (Associate Professor)

URL: <https://researchmap.jp/read0149595?lang=en>

**【Note】**

- The enrollment is in April 2026. An applicant must apply in the admission schedule which starts around September 2025. Details of admission procedure will be open around April 2025.

**No.3:**

**【Name of Graduate School】**

Nihon University

Civil Engineering Course (International Engineering Program), Graduate School of Engineering

URL: <https://www.ce.nihon-u.ac.jp/nue/wp-content/uploads/2024/07/IEC2025.pdf>

**【Degree】**

Master or Ph.D.

**【Supervisor】**

Yoshihiro ASAOKA (Professor)

URL: [https://sites.google.com/site/yaofficialhp/home\\_en?authuser=0](https://sites.google.com/site/yaofficialhp/home_en?authuser=0)

[https://researcher-web.nihon-](https://researcher-web.nihon-u.ac.jp/search/detail?systemId=3e186037b618e099af9aaee263d901ad520e17560c007669)

[u.ac.jp/search/detail?systemId=3e186037b618e099af9aaee263d901ad520e17560c007669](https://researcher-web.nihon-u.ac.jp/search/detail?systemId=3e186037b618e099af9aaee263d901ad520e17560c007669)

[&lang=en&st=researcher](https://researcher-web.nihon-u.ac.jp/search/detail?systemId=3e186037b618e099af9aaee263d901ad520e17560c007669&lang=en&st=researcher)

**【Note】**

- The enrollment is in April 2026. Regarding the admission schedule, please refer to the website below:  
<https://www.ce.nihon-u.ac.jp/admission310-2/>

**No.4:**

**【Name of Graduate School】**

The University of Tokyo

Department of Civil Engineering, Graduate School of Engineering

URL: <https://www.civil.t.u-tokyo.ac.jp/en/>

**【Degree】**

Master or Ph.D.

**【Supervisor】**

Professor, associate professor, or lecturer, belonging to the Hydrosphere and Environment Group, who research water cycle

URL: Refer to the web site of Department of Civil Engineering, Graduate School of Engineering (shown above)

**【Note】**

- An applicant can choose enrollment either in April 2026 or in October 2026. Regardless of the enrollment seasons, an applicant must apply in the admission schedule which starts around August 2025. Details of admission procedure will be open around July 2025.

**No.5:**

【Name of Graduate School】

The University of Tokyo

International Program in Agricultural Development Studies (IPADS), Graduate School of Agricultural and Life Sciences

URL: <https://ipads.a.u-tokyo.ac.jp/>

【Degree】

Master or Ph.D.

【Supervisor】

Keigo NODA (Associate Professor)

URL: <https://researchmap.jp/noda.k?lang=en>

【Note】

- Enrollment is in October 2026. An applicant must apply in the admission schedule for Round 2 of the 2026 Intake. The schedule is informed in the website of IPADS. (<https://ipads.a.u-tokyo.ac.jp/admissions/schedule/>)
- See the condition of English language proficiency in the website (<https://ipads.a.u-tokyo.ac.jp/admissions/english-language-proficiency-2/>)

In addition to curriculums of master's and Ph.D. courses, activities such as short-term programs (e.g. Understanding the Japanese Development Experience<sup>1</sup>) will be planned by JICA in order to enrich the participants' academic and personal experience of their courses of studies at the universities.

## 4. Duration

In principle, 2 years for master's course and 3 years for Ph.D. course.

## 5. Number of Participants

In principle, the total number of participants is four (4).

## 6. Language to be used in this Program

English

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<sup>1</sup> As part of JICA-DSP, this program is co-organized by GRIPS, IUJ and JICA for JICA Knowledge Co-Creation Program for Long Term Participants. The program offers participants with opportunities to gain a deep understanding of the Japanese development experience, and to draw lessons and gain insights that will support their development work at their home countries and internationally.



## 7. Eligibility

The candidate applicants must satisfy the following requirements:

- (1) Current Duties: young or middle-career officials in government agencies and academic fields in water relevant sectors who are expected to contribute to policy formulation and/or its implementation for tackling water relevant issues referring to the concept of IWRM;
- (2) Nationality: citizen of the above countries eligible for Japan's ODA;
- (3) Age:  
for master's courses, thirty five (35) years old or under in principle (As of April 1<sup>st</sup>, 2026).  
for Ph.D. courses, forty (40) years old or under in principle (As of April 1<sup>st</sup>, 2026).
- (4) Educational Background:  
for master's courses, a Bachelor's Degree or Master's Degree holder  
for Ph.D. courses, a Master's Degree holder
- (5) Language: adequate English skills both in written and oral communication to complete the courses. It is desirable to have a score equivalent or exceeding the following;  
TOEFL iBT: 80  
IELTS: 6.5  
In addition, some universities require higher score, so an applicant needs to check each university's website.
- (6) Health: in good health both physically and mentally, to participate in the program in Japan.
- (7) Physical Presence: must physically come to Japan to carry out research activities to complete this program.
- (8) Gender Equality and Women's Empowerment: JICA seeks more female applicants due to the past records of fewer applications from women. JICA is committed to promoting gender equality and women's empowerment, and provides equal opportunities for all applicants regardless of their sexual orientation or gender identity.
- (9) Others: must not be receiving nor plan to receive other scholarship during the program.

## 8. Admissions

The candidates must be selected as the JICA's official candidates through JICA's internal selection procedure and must pass the entrance examination<sup>2</sup> of university they have applied to, including examination to enter the applicants' desired master's degree or Ph.D. degree course.

## 9. Application Guidelines

The candidate applicants must apply through the procedures as described below, which are necessary requirements by both applicant's government and the Government of Japan for the Official Development Assistance.

- (1) Procedures and Required Documents for Application:

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<sup>2</sup> The results of JICA's selection procedure and university's entrance examination will not accept any inquiry.

Each applicant is required to submit the “Application Documents<sup>3</sup>” listed in (2) below to JICA overseas office in charge of the applicants’ country. All required documents must be submitted in electronic form or as scanned copies.

(2) Application Documents (use attached excel file)

- Nomination and Present Organization
- Personal Information
- Educational Background
- Work Experience
- Declaration (Terms and Conditions needed to be agreed by candidate applicants)
- Research Plan (Annex 2)
- Career Plan (Annex 2)

2) Graduation certificate.

- \* Officially certified copies of the original
- \* Written in English or accompanied with official translation

3) Academic transcript

- \* Must contain all the grades earned at the university attended by the applicant
- \* Officially certified copies of the original transcript
- \* Written in English or accompanied with official translation in English

4) Photocopy of certificate of English Test

5) A copy of Passport

6) 2 ID photos (4cm × 3cm) pasted on application form (Original and copy)

7) Health certificate (when the participant applied to the entrance examinations or within 6 months before arrival in Japan, whichever is later.<sup>4</sup>)

(3) Procedures in General

Based on the above documents, the candidate applicants are nominated and approved by their country’s government, and later JICA conducts the internal selection.<sup>5</sup>

Please kindly note that the universities may reject the applicant’s application when the required documents, or the submitted research plan is not accepted by the universities.

The candidate applicants must follow each university’s application procedure after the JICA’s selection. If the applicants withdraw their applications after their official applications to the universities, the applicants must inform their withdrawal to the university by letter.

(4) Points to be Noted regarding Procedures

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<sup>3</sup> Submitted documents will not be returned.

<sup>4</sup> If the candidate applicant passes the university entrance examination, a health certificate of JICA format will be required. Without the certificate, admission may become rejected.

<sup>5</sup> The Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan.

Fees for English proficiency test or other necessary fees for preparation of application documents can be reimbursed only within the same Japanese fiscal year (from 1<sup>st</sup> April to 31<sup>st</sup> March of the next year) when the general entrance examinations are taken. Details of the reimbursement vary by each area and should be consulted with the nearest JICA overseas office of each candidate.

JICA shall determine whether the candidate is eligible to participate in training in Japan. JICA shall make a decision on acceptance or rejection based on several factors such as entrance examination results, planned number of participants, medical examination results and others. Reason for the decision will not be disclosed.

## 10. Schedule

Date	Procedures
From middle of March to middle of May, 2025	<ul style="list-style-type: none"> <li>Requesting responsible organizations in each country for nomination of candidates from JICA overseas offices</li> <li>Nomination of candidate applicants in respective organizations</li> <li>Selection of candidate applicants by responsible organization in each country</li> <li>Preparation of application documents to JICA</li> </ul>
19 <sup>th</sup> May, 2025	<ul style="list-style-type: none"> <li>Submission of application documents to JICA overseas office</li> </ul>
Middle of May to end of June, 2025	<ul style="list-style-type: none"> <li>Selection by JICA</li> <li>Informing result of JICA's selection to responsible organizations /candidate applicants</li> </ul>
July to August, 2025	<ul style="list-style-type: none"> <li>Preparation of application documents to each university following each university's procedures</li> </ul>
After August, 2025 *	<ul style="list-style-type: none"> <li>Applying for admission to each university examination by the applicants</li> </ul>
After October, 2025 *	<ul style="list-style-type: none"> <li>Entrance examination by each university</li> </ul>
After examination *	<ul style="list-style-type: none"> <li>Announcement of result of entrance examination from each university</li> <li>Determination of participants of this program</li> </ul>
April, 2026 or around September/October, 2026 *	<ul style="list-style-type: none"> <li>Enrollment in university</li> </ul>

\* Each university has different admission schedule. Admission schedule must be checked by the applicants.

\*\*Schedule and program contents might be adjusted appropriately due to unforeseen circumstances.

## 11. Expenses To Be Borne By JICA

Under the JICA Long-term Trainee Allowance standards, JICA will cover expenses and allowance to participants accepted to the program/course. See the table below for further

details. Note that the payments (e.g., for tuition, research support expenses, school support expenses) will not be paid to the accepted participants themselves, but directly to the university or other relevant institutions.

<b>Expense category</b>	<b>Payment amount</b>	<b>Payment frequency</b>
Tuition ( examination fees, entrance fees, course fees)	Actual costs	According to the request from universities
Living Allowance	JPY 117,000–148,000 per month*	Every month via university
Airfare	Actual costs	Upon arrival in Japan and upon returning home
Outfit Allowance**	JPY103,750~106,000	Once (upon arrival in Japan)
Moving Allowance***	Up to JPY164,000-224,000	Once (during the training period)**
Research Support Expenses****	Actual costs (up to JPY360,000 per year)	
Medical care for participants who become ill after arriving in Japan (the costs related to pre-existing illness, pregnancy, or dental treatment are NOT included).	In accordance with the provisions of the medical insurance	

\*Varies according to living area in Japan, type of accommodation, etc.

\*\*Once, after opening bank account in Japan. As it takes several weeks to have the bank account opened, it is strongly recommended to bring cash for personal expenses during the period.

\*\*\*Depending on the accommodation facility. Consultation with the university is required.

\*\*\*\*Research Support Expenses are allowed to be provided via the university and be disbursed with the consultation and approval of the applicant's supervisor.

Payment amount might be review for change.

## **12. Expenses Not To Be Borne By JICA**

JICA will not bear costs other than the allowances described above. JICA is not responsible for the following expenses:

- (1) Passport fees (for re-issuance and extensions, etc.)
- (2) Visa fees of a transit country and transportation expenses to obtain Visa
- (3) Transportation expenses to obtain Japanese Visa
- (4) Domestic travel expenses at the applicant's home country
- (5) Departure tax
- (6) Airport tax/airport facility charges outside of Japan, including third countries

- (7) Customs duty
- (8) Excess baggage charges
- (9) Compensation for lost and/or damaged baggage
- (10) "No show charge" to the transit airport hotel (non-refundable)
- (11) Lost - ticket fee
- (12) Accommodation fee for day-use hotel in return flight
- (13) Transportation expenses other than official programs
- (14) Telephone bill or mini-bar tab at accommodation
- (15) Medical costs related to pre-existing illness, pregnancy, or dental treatment
- (16) Medical cost related to the same illness over 180 days
- (17) National Health Insurance fee

Note: If participant / accepted applicant does not follow the regulation of JICA, the participant may have to bear such other costs of necessary expenses.

### 13. Conditions for Participation

The accepted applicants/participants of KCCP are required:

- (1) to understand that participants must physically come to Japan to participate in this program at the date designated by JICA,
- (2) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants on their own,
- (3) not to change course subjects or extend the course period,
- (4) to understand that inviting participant's family members is not recommended before their stay in Japan has passed more than 6 months,
- (5) to return to their home country on the designated flight by JICA, when they finish the program/course or when it is deemed impossible to finish the program within the program period, or when the participant is not successful on the regular course examination,
- (6) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
- (7) to enroll and complete JICA-DSP online courses, when you receive JICA's instructions to do so.
- (8) to observe the rules and regulations of the program implementing partners to provide the program or establishments, ("Plagiarism" especially is taken severely by enrolling university, regardless of whether it is direct plagiarism or self-plagiarism and participants may be subjected to disciplinary action such as suspension),
- (9) not to engage in political activities, or any form of employment for profit,
- (10) to agree to be discontinued of the program, should the participant (a)violate Japanese laws, JICA's regulations, or University's regulations, (b)commit illegal or any type of immoral conduct including sexual harassment, (c)become critically ill or seriously injured after arrival in Japan.
- (11) to be responsible for paying any cost for treatment of the said health conditions except

for the medical care expenses described in the table of “11. Expenses To be borne by JICA,”

- (12) to return the total amount or a part of the expenditure for KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (13) not to drive a car or motorbike, regardless of an international driving license possessed,
- (14) to observe the rules and regulations at the place of the participants' accommodation,
- (15) to refund allowances or other benefits paid by JICA in the case of a change in schedule,
- (16) to accept that the Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan.
- (17) to submit a Health Certificate in JICA format at the participant's expense, when the participant applied to the entrance examinations or within 6 months before arrival in Japan, whichever is later.
- (18) to accept to submit a second Health Certificate in JICA format if deemed necessary by JICA. The cost of acquiring the Health Certificate will be borne by JICA unless it is required due to the candidates' fault.
- (19) to promptly resubmit your medical history, If there are changes in your health condition, such as pregnancy or a pre-existing disease,
- (20) to be in good health to participate in the program. In order to reduce the risk of worsening symptoms associated with respiratory tract infection, please be honest when consulting the doctor for your Health Certificate,
- (21) not to be receiving nor plan to receive another scholarship during the program,
- (22) to understand not to make other applications for different JICA training courses at the same time, and
- (23) to understand that the maximum duration of “Overseas research” and “Temporary Leave (leaving Japan for private purpose)” is 60 days, in principle.
- (24) to accept to take tuberculosis related inspections organized by JICA after arriving in Japan and to submit the results to JICA and university.
- (25) to approve the following conditions on summary of my thesis;
  - 1) Summary of the thesis shall be kept at JICA.
  - 2) Summary of the thesis can be read by anyone who made a request to JICA .
  - 3) Summary of the thesis can be used for publication by JICA or JICA website.
  - 4) Taking Photocopy of the thesis shall be allowed by anyone with JICA's permission. I, the undersigned,



***CORRESPONDENCE***

For enquiries and further information, please contact your nearest JICA office.



No: 108/GI/03/2025

Jakarta, 18 March 2025

**Ms. Noviyanti**Head of Bureau for Foreign Technical Cooperation  
Ministry of State Secretariat

**GI Letter on JICA Knowledge Co-Creation Program**  
**"Human Resources Development for Practical Integrated Water Resources Management**  
**(JFY2025)"**

Dear Madam,

On behalf of the Japan International Cooperation Agency (JICA), we would like to express our sincere appreciation and gratitude for your support and cooperation for our activities in Indonesia.

We are pleased to inform you that Japan International Cooperation Agency (JICA) is going to organize a master/doctor degree program at universities in Japan. The details are as follows:

1. Name of the Program	Human Resources Development for Practical Integrated Water Resources Management (JFY2025)
2. Duration and Academic Year * Each university has different admission schedule. Admission schedule must be checked by the applicants. **Schedule and program contents might be adjusted appropriately due to unforeseen circumstances.	<b><u>Spring Enrollment</u></b> In principle, Master's program: Two (2) years, 1 March 2026 – 30 September 2028 Ph.D program: Three (3) years, 1 March 2026 – 30 September 2029 <i>[Additional 6 months at longest as a research student if required from university]</i> <b><u>Autumn Enrollment</u></b> In principle, Master's program: Two (2) years, 1 September 2026 – 31 March 2029 Ph.D program: Three (3) years, 1 September 2026 – 31 March 2030 <i>[Additional 6 months at longest as a research student if required from university]</i>
3. Number of Participants	In principle, the total number of participants is four (4) from 11 target countries
4. Target Institutions	1. Ministry of Public Works
5. Receiving University	As mentioned in General Information
6. Eligibility	The candidate applicants must satisfy the following requirements: (1) Current Duties: young or middle-career officials in government agencies and academic fields in water relevant sectors who are expected to contribute to policy formulation and/or its implementation for tackling water relevant issues referring to the concept of IWRM; (2) Nationality: Indonesia (3) Age: - for master's programs, thirty-five (35) years of age or under in principle (As



	<p>of April 1st, 2026). <i>(However, under certain circumstances deemed to be considered, applicants over the age of 35 may become accepted. Please contact our JICA office for more information.)</i></p> <p>- for Ph.D. programs, forty (40) years of age or under in principle (As of April 1st, 2026). <i>(However, under certain circumstances deemed to be considered, applicants over the age of 40 may become accepted. Please contact our JICA office for more information.)</i></p> <p>(4) Educational Background:</p> <ul style="list-style-type: none"> <li>• for master's programs, a Bachelor's Degree or Master's Degree holder.</li> <li>• for Ph.D. programs, a Master's Degree holder</li> </ul> <p>(5) Language: adequate English skills both in written and oral communication to complete the courses. It is desirable to have a score equivalent or exceeding the following;  <b>TOEFL iBT: 80; IELTS: 6.5</b>  <i>※In addition, some universities require higher score, so an applicant needs to check each university's website.</i></p> <p>(6) Health: in good health both physically and mentally, to participate in the program in Japan.</p> <p>(7) Physical Presence: must physically come to Japan to carry out research activities to complete this program.</p> <p>(8) Gender Equality and Women's Empowerment: JICA seeks more female applicants. JICA is committed to promoting gender equality and women's empowerment and provides equal opportunities for all applicants regardless of their sexual orientation or gender identity. To select the satisfied trainees, JICA considered the gender balance recommended 40% female participation. Therefore, it would be greatly appreciated if the gender balance is considered in the internal candidate selection process.  <i>Note: <u>The selection process will not be affected by applicants' gender.</u></i></p> <p>(9) Others: must not be receiving nor plan to receive other scholarship during the program.</p>
7. Deadline	<p>- Prior Notification Deadline  <b>Monday, April 14, 2025</b>          (Please send confirmation to JICA Indonesia Office regarding the potential number of nominees by mentioned-date above)</p> <p>- Final Deadline  <b>Friday, May 9, 2025 (12 PM)</b>          (Please submit Application Form and other supporting documents to JICA Indonesia Office by e-mail and to the Ministry of State Secretariat through the Foreign Cooperation Bureau's website)</p>



For further details of the program, please refer to the general information attached hereto.  
We would appreciate your kind attention and cooperation in this matter.

Yours faithfully,



村尚美

**TAKEDA Sachiko**

Chief Representative  
JICA Indonesia Office



CC:

**1. Ministry of Public Works**

- Secretariat General
- Head of Bureau of Budget Planning and International Cooperation
- Head of Human Resources Development Agency
- Directorate General of Human Settlements
- Directorate of Environmental Sanitation Development

**JICA Expert**

-Mr. YAMAMOTO Hiroyuki, Integrated Water Resources Management Policy, Ministry of Public Works

**2. Embassy of Japan**

- Minister for Economic Development Affairs

**Attachment:**

1. General Information\_IWRM\_final02
2. Application Form (Annex1&2&Health Certificate, Medical History)



JFY2025

**(JICA Knowledge Co-Creation Program)(KCCP) for Long-Term Participants  
(JICA Development Studies Program)**

**OFFICIAL APPLICATION FORM**

To be Confirmed and signed by the head of the relevant department / division of the applying organization

**1. Course Title:(Please write down as shown in the General Information)**

Human Resources Development for Practical Integrated Water Resources Management

**2. Course Number (the number as "XXXXXXXXJXXX" shown in the GI)※1**

										J			
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**3. Country Name**

--

**4. Name of Applying Organization:**

--

**5. Name of Nominee(s):**

1)	3)
2)	4)

Our organization hereby applies for Knowledge Co-Creation program (KCCP) of the Japan International Cooperation Agency and proposes to dispatch qualified nominees to participate in the programs.

Date			Signature		
Name					
Designation / Position					Official Stamp
Department / Division					
Office Address and Contact Information	Address				
	Telephone		FAX		E-mail

Confirmation by the organization in charge (if there is no Note Verbale/ Letter from the government nominating the applicant) ※2

I have examined the documents in this form and found them true. Accordingly I agree to nominate this person(s) on behalf of our government.

※1. 研修員決定決裁後にKCCPシステムでの研修コース登録を行う場合は記載不要。

※2. 署名又は代替書類は必須であり、いずれも無い場合、研修員の受入、来日手続きが不可となるため留意すること。  
ただし、ABEイニシアティブなど、民間人材を対象にしている一部のプログラムにおいてはこの限りではない

**Part A: Information on the Applying Organization**

**1. Profile of Organization**

**1) Name of Organization**

**2) The mission of the Organization and the Department / Division:**

**2. Purpose of Application**

**1) Current Issues: Describe the reasons for your organization claiming the need to participate in Knowledge Co-Creation Program (KCCP), with reference to issues or problems to be addressed.**

**2) Objective: Describe what your organization intends to achieve by participating in KCCP.**

**3) Future Plan of Actions: Describe how your organization shall make use of the expected achievements, in addressing the said issues or problems.**

**4) Selection of the Nominee: Describe the reason(s) the nominee has been selected for the said purpose, referring to the following view points; 1) Course requirement, 2) Capacity /Position, 3) Plans for the candidate after the KCCP, 4) Plan of organization and 5) Others.**



JFY2025

**(JICA Knowledge Co-Creation Program)(KCCP) for Long-Term Participants  
(JICA Development Studies Program)**

**Part B: Information about the Nominee**

**Instructions**

1. Fill-in all **YELLOW** areas (or cells) of this form by computer. (DO NOT handwrite.).
2. Fill in the form in English.
3. All **YELLOW** areas **MUST** be filled-in (Do not leave these areas blank. Please write "N/A" if not applicable).
4. Write dates in the order of day, month, year (ex:31st day of January, 2025 is "31/Jan/2025").
5. Write proper nouns in full without abbreviation.
6. Check your application form using the check lists at the bottom of this application form.
7. Print out all pages after entering required information in all questions.
8. Obtain Signature(s) of the applicant's present organization (if necessary, digital stamp/signature is acceptable.).

**1. Personal Information**

1-1. Course Title

Human Resources Development for Practical Integrated Water Resources Management
---

Color Photo  
(4cmx3cm)

1-2. Number (Not need to fill in. JICA will inform after selection Procedures)

--

Paste your photo  
taken within  
6 months.

1-3. Information about the applicant

Family Name			
First Name			
Other Name (If any)			
Gender for Visa application		Date of Birth (Day/Month/Year)	/   /
Nationality		Age (As of 1/Apr/2025)	
Resident Country			
City/Town		TEL (Primary)	
State/Province		TEL (Secondary)	
Email			Passport possession

1-4. Contact Person in Emergency (2 Persons)

1	Name				Relationship	
	Province & Country		TEL		Country Code	
2	Name				Relationship	
	Province & Country		TEL		Country Code	

**2. Educational Background**

**Instructions**

1. Please list primary education through higher education (final education), excluding kindergarten education and nursery education (Preparatory education for university admission is included in upper secondary education).
2. If you attended multiple schools at the same level of education due to moving house or readmission to university, modify level column and write the schools in the separate rows.
3. Any school years or levels skipped or repeated should be indicated in the Remarks column.
4. End date for Higher Education should match with the date on the graduate certificate which you submit.
5. Academic Degree must be filled for Higher Education level. (If not obtained any degree, write "N/A")

Name of Educational Institution	Province, Country	From (Month) / (Year)		Type of Academic Degree Obtained	Major
Name of Faculty / Department / School		To (Month) / (Year)			
		From	/		
		To	/		
		From	/		
		To	/		
		From	/		
		To	/		
		From	/		
		To	/		

If the period you have entered in 2. Educational Background above does not match a regular academic period, please indicate your reason in "Remarks" below.

Remarks	
---------	--

1) **Language Proficiency** Indicate your English abilities with reference to the following.

English Proficiency	Listening		
	Speaking		
	Reading		
	Writing		
	Certificate (Please specify Name of Certificate) <i>ex.: TOEFL, IELTS</i>		
If Others, specify			
Score points obtained			
Test Dates	Day	Month	Year
Your Mother Tongue			

- Excellent:** Refined fluency skills and topic-controlled discussions, debates & presentations. Formulates strategies to deal with various essay types, including narrative, comparison, cause-effect & argumentative essays.
- Good:** Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.
- Fair:** Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.
- Poor:** Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.

2) Have you ever been awarded a scholarship for studying abroad?

Yes	Name of scholarship							
	Duration	From		/		To		/

3) Are you currently applying for any scholarship(s), other than Human Resources Development for Practical Integrated Water Resources Management Program?

Yes	Name of scholarship					
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4) Have you ever participated in any training course in your country or abroad including any offered by JICA?

Yes	Name of the course							
	Country you visited		Name of the institution or the agency					
	Duration	From		/		To		/
Yes	Name of the course							
	Country you visited		Name of the institution or the agency					
	Duration	From		/		To		/
Yes	Name of the course							
	Country you visited		Name of the institution or the agency					
	Duration	From		/		To		/



**3. Present Organization and Nomination**

3-1. Present Organization and Position

Categories of Organization		Types of organization	
Name of Organization			
Department / Division			
Position			
Date of employment	/ /	Date of assignment to the present position	/ /
Province & Country		TEL	Country Code
			Email

Categories of Organization	Types of Organization	Description
A. Ministry / Government Institution	National Government	Ministry or Federal Institution
	Local Government	Governmental Institution run by state/province or city/town
	Public Enterprise	Government-owned corporation or facilities
B. Higher Education and TVET	University	Either public or Private University
C. Private Sector	Private	Private company including Private school
D. Others	NGO/Private(non-profit)	NGO or non-profit organization
	Self-employed	Freelancer (if you own a company, chose "Private")
	Fresh Graduate	Just graduated or will Graduate soon from University and not working
	Unemployed	not working
	Others	Any status not applying to all above



3-2. 【Questionnaire on Relationship with the Military】 (FOR ALL THE APPLICANTS)

Please mark Yes or No about your status.

	Personnel of the military or organizations under the military (active military personnel or military personnel listed in the muster roll/military register)
	Personnel of the Ministry of Defense, or organizations under the Ministry of Defense
	Personnel of organizations that are specified by law under the military or the Ministry of Defense in case of an emergency
	Persons listed in the muster roll/military register who are not currently affiliated with the military, the Ministry of Defense, or affiliated organizations
	Personnel of civilian organizations which have divisions to conduct military-related activities

3-3. Confirmation of the nomination by the applicant's present organization



I agree to nominate this person as qualified nominees to participate in the programs on behalf of our organization.

Date		Signature	
Name			
Department / Division			
Position			
TEL	Country Code		
Email			

\* This confirmation is necessary if the applicant's present organization is the ministry / government institution or any higher education and TVET institution

**Confirmation by the organization in charge (if there is no Note Verbale/ Letter from the government nominating the applicant)**

I have examined the documents in this form and found them true. Accordingly I agree to nominate this person(s) on behalf of our government.

Date		Signature	
Name			
Department / Division			
Position			

**4. Work Experience**

Provide the information of your work experience following the most recent one after graduation from higher education. The first row (most recent one) will be filled automatically if 3-1 Present Organization and Position is correctly filled.  
 \* In "To", please write the month and year as of you apply for this program.  
 Ex., If you applied for this program in the end of October in 2025, Please choose October as month and 2025 as year.

Organization	Department	Position	Period of Working	From / To			Full / Part Time	Type of Org.
				From	/	To		
				From	/	To		
				*To	/			
				From	/	To		
				*To	/			
				From	/	To		
				*To	/			
				From	/	To		
				*To	/			

**\*\*For the Types of Organization, please choose from the followings:**

- A. Ministry / Government Institution
  - B. Higher Education and TVET (Technical and Vocational Education and Training) Institutions
  - C. Private Sector
  - D. Others (non-profit organization etc.)
- \*For the details of description of each type of organization, please refer to "Categories of Organization" in 3. Present Organization and Nomination

**4. Expectation on the applied KCCP**

1) Personal Goal: Describe what you intend to achieve in the applied KCCP in relation to the organizational purpose described in Part A-2

2) Relevant Experience: Describe your previous vocational experiences which are highly relevant in the themes of the applied KCCP. (required)

3) Area of Interest: Describe your subject of particular interest with reference to the contents of the applied KCCP. (required)

## 5. Declaration

I declare to apply for Human Resources Development for Practical Integrated Water Resources Management with a full understanding of the General Information, especially the articles stipulated below:

### (1) APPLICATION

1. All information answered and provided in this application form by me, is true and accurate to the best of my knowledge and ability.  
My application will be cancelled if any information is proven to be false.
2. All information provided by me in this application form had been approved by my supervisor in my organization (Required only for Governmental Officials (including public organizations) and/or Educators.)
3. An application form which is incomplete or missing any necessary document(s) will be deemed ineligible and not considered.
4. The selection procedure and results rest entirely with JICA as the secretariat of SDGs Global Leader. No inquiries or objections by applicants regarding the result of the selection process will be considered.
5. Submission of a master's thesis is optional for doctoral candidates

### (2) OBJECTIVE OF THE PROGRAM

- (2-1) When I am accepted for the Program, I agree
- 2-1-1. that the objective of the program which is written in G.I. Therefore, I will participate in additional programs as being instructed in G.I if necessary.
  - 2-1-2. that I am required to contribute to the development of my nation's long-term good relationship with Japan after completing the course in Japan,
  - 2-1-3. that the objective of the program is not provision of employment in Japan upon completion of the program.

### (3) JICA's GUIDELINES

#### 【General Rules】

The accepted applicants/participants are requested:

- (1) to understand that participants must physically come to Japan to participate in this program at the date designated by JICA,
- (2) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants on their own,
- (3) not to change course subjects or extend the course period,
- (4) to understand that inviting participant's family members is not recommended before their stay in Japan has passed more than 6 months,
- (5) to return to their home country on the designated flight by JICA, when they finish the program/course or when it is deemed impossible to finish the program within the program period, or when the participant is not successful on the regular course examination, (Please note that participants prepare by yourself all the documents necessary for the regular course examination.)
- (6) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
- (7) to enroll and complete JICA-DSP online courses, when you receive JICA's instructions to do so.
- (8) to observe the rules and regulations of the program implementing partners to provide the program or establishments, ("Plagiarism" especially is taken severely by enrolling university, regardless of whether it is direct plagiarism or self-plagiarism and participants may be subjected to disciplinary action such as suspension),
- (9) not to engage in political activities, or any form of employment for profit,
- (10) to agree to be discontinued of the program, should the participant (a)violate Japanese laws, JICA's regulations, or University's regulations, (b)commit illegal or any type of immoral conduct including sexual harassment, (c)become critically ill or seriously injured after arrival in Japan.
- (11) to be responsible for paying any cost for treatment of the said health conditions except for the medical care expenses described in the table of "Expenses To be borne by JICA" in General Information,
- (12) to return the total amount or a part of the expenditure for KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (13) not to drive a car or motorbike in Japan, regardless of an international driving license possessed,
- (14) to observe the rules and regulations at the place of the participants' accommodation,
- (15) to refund allowances or other benefits paid by JICA in the case of a change in schedule,
- (16) to accept that the Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan,
- (17) to submit a Health Certificate in JICA format at the participant's expense, when the participant applied to the entrance examinations or within 6 months before arrival in Japan, whichever is later.
- (18) to accept to submit a second Health Certificate in JICA format if deemed necessary by JICA. The cost of acquiring the Health Certificate will be borne by JICA unless it is required due to the candidates' fault.
- (19) to promptly resubmit your medical history, if there are changes in your health condition, such as pregnancy or a pre-existing disease,
- (20) to be in good health to participate in the program. In order to reduce the risk of worsening symptoms associated with respiratory tract infection, please be honest when consulting the doctor for your Health Certificate,
- (21) not to be receiving nor plan to receive another scholarship during the program,
- (22) to understand not to make other applications for different JICA training courses at the same time
- (23) to understand that the maximum duration of "Overseas research" and "Temporary Leave (leaving Japan for private purpose)" is 60 days, in principle.
- (24) to accept to take tuberculosis related inspections organized by JICA after arriving in Japan and to submit the results to JICA and university.
- (25) to approve the following conditions on summary of my thesis;
  - ① Summary of the thesis shall be kept at JICA.
  - ② Summary of the thesis can be read by anyone who made a request to JICA .
  - ③ Summary of the thesis can be used for publication by JICA or JICA website.
  - ④ Taking Photocopy of the thesis shall be allowed by anyone with JICA's permission. I, the undersigned,
- (26) to acknowledge that a leave of absence from school is not permitted in principle,
- (27) to understand that the maximum duration of research student is 6 months for both master's and doctor's courses, and duration of acceptance as a regular student is based on the course years determined by the university,

#### 【Privacy Policy】

The participants/applicants are requested to understand Privacy Policy of JICA as follows.

#### (1) Scope of Use

Personal information specified in this form will be stored, used, or analyzed by JICA only within the scope of conducting, supervising and follow-up of JICA's technical training (long-term) (selection, coordination, travel and life support of the participants in Japan) which is stipulated in the Japan International Cooperation Agency Organization Regulations. The personal information contains also medical history information and health certificate.

JICA will provide the personal information to the universities that the applicants wish to enroll.  
Once the candidate is accepted by a university, JICA will make a contract for the implementation of the program with that university.

JICA will not use the acquired personal information for purposes other than the above.  
JICA will take safety management measures for the acquired personal information and manage it appropriately in accordance with the privacy policy and internal rules.

#### (2) Provision of acquired personal information to a third party

JICA shall never provide personal information to third parties except as required by law.  
However, in the following cases, we will provide personal information and will take the following measures.

##### (a) In the case of contracted universities for the implementation of the program

The use of the personal information is limited to the scope of the commissioned tasks (implementation of the program) and JICA will request the commissioned party to take safety management measures and manage it appropriately, and will confirm the implementation status.

##### (b) In the case of uncontracted universities for the purpose of admission screening

The use of the personal information is limited to the admission screening of the applicants by universities (career, academic background, research plan, medical history information and medical certificate), and JICA will notify the applicants of the name of the universities to which the information is provided and the privacy

policy of the universities at the time of its provision.

**【Security Notice】**

JICA takes any measures required to prevent leakage, loss, or destruction of acquired information, and to otherwise properly manage such information.

\*Information Security Policy of JICA in relation to Personal Information Protection

■ JICA will properly and safely manage personal information collected through Application Forms in accordance with JICA's Privacy Policy and the relevant laws of Japan concerning protection of personal information and take protection measures to prevent divulgence, loss or damages of such personal information.

■ Unless otherwise obtained approval from the Applicant him/herself or there are valid reasons such as disclosure under the laws and ordinances, etc. and except for the reasons 1-3 below, JICA will neither provide nor disclose personal information to any third party. JICA will use personal information provided only for the purposes in 1-3 below and will not use the information for any purposes other than those described in 1-3 below without prior approval of the Applicant him/herself.

1. To provide the KCCP to Participants.
2. To provide the KCCP to Participants under the Citizens' Cooperation Activities.
3. In addition to 1 and 2 above, if the government of Japan or JICA determines it necessary in technical cooperation.

※JICA's policy for the transfer of personal data from the European Economic Area (EEA) to outside the EEA (to Japan and third countries);

JICA has revised "Bylaws for the Implementation of Personal Information Protection" which was published based on Japan's legislation by adding new provisions regarding how to deal with personal data within the EEA in order to meet General Data Protection Regulations (GDPR's) requirements for data protection. Based on the new bylaws, JICA entered into the EU Standard Contractual Clauses (SCCs) which allows us to transfer personal data from offices within the EEA to offices outside the EEA (in Japan and third countries).

**【Copyright Policy】**

The participants are requested to comply with the following;

1. The participants shall use all the documents provided for the KCCP (including texts, materials, etc.), within the scope approved by each copyright holder. If the participants apply to online KCCP, the participants shall also comply with terms of use of copyrighted works for the online KCCP that are shown on the JICA website.  
([https://www.jica.go.jp/english/our\\_work/types\\_of\\_assistance/tech/acceptance/training/index.html](https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html))
2. All the documents for the KCCP (including reports, action plans, presentations, etc.) shall be prepared by the participants themselves in principle. If the participants use a third party's work (reproduction, photograph, illustration, map, figures, etc.), which is protected under the laws and regulations in the participants' country or copyright-related multinational agreements, the participants shall obtain a license to use the work within the scope approved by the copyright holder.
3. The participants shall agree that JICA may use the documents prepared by the participants (including but not limited to reproduction, public transmission, distribution and modification) for other programs conducted by JICA (for example, as reference for other KCCP courses and project formulation).

**【Portrait Right Policy】**

During the implementation period of KCCP, JICA (including hired photographer and program implementing partners) will shoot photographs and video footage mainly for the following purposes:

- Use on the website or in SNS administrated/operated by JICA,
- Use in JICA publications (public relations magazines, annual reports, journals, etc.) in printed or electronic form.

\*Photos and images taken will not be used for commercial purposes and the participants' personal information will not be disclosed to any third party without the consent of the participants.

JICA would appreciate it if the participants of KCCP grant the participants themselves portrait right license to JICA for photos and images taken described above. It is, however, not a requirement of KCCP. The participants do not agree to grant the participants themselves portrait right license to JICA, has absolutely no problem in participating KCCP. JICA respects the intention of each Participant.

- I understand and fully agree to the following terms and conditions set forth above.
- I will be subject to any penalties imposed as a consequence of my failure to abide by the above terms and conditions.
- I understand the intention of JICA on "Portrait Right Policy" mentioned above, and my intention for usage/publication of photographs and videos including the portrait of myself by JICA for the purpose above is as follows:  
\*\*\*Please check the box whether you are AGREE or DISAGREE.

Agree /  Disagree

I certify that the statements I made in this form are true, complete and correct to the best of my knowledge and belief.

By Applicant

Name of Applicant:

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

DATE (Day / Month / Year): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Check List**

Please check the following **BEFORE** printing

Page	Check Point	Applicant	JICA
All	Are all the Yellow columns (MANDATORY to answer) filled out?		
1	Is the full name written as shown on the Passport? (Check the spelling) (National ID is acceptable if the applicant does not own a Passport)		
	Is the date of birth same as on the Passport or ID? Is the applicant's age between 22 to 39? (If not, check qualified age at JICA overseas office in charge of your country)		
2	Is the name of supervisors chosen from the professor list in the University Information List? If the name of supervisor is required to enter for all courses of Ph/D. and some Master's courses, is the section of "supervisor of choice " in Annex. 1-1 (for Courses with Pre-application matching), and Annex. 1-2 (for Courses without Pre-application matching) filled out?		
3	Do schooling years correspond to the years indicated in the provided University Diploma and Academic Transcript?		
	Is the name of the degree same as in the "University Diploma" and "Academic Transcript"?		
4	If the schooling years do not match with the regular academic period, is it explained in the Remarks column? Is the applicant applying for any scholarship other than Human Resources Development for Practical Integrated Water Resources Management Program?		
5	Is the applicant's name of organization, department, and position correctly spelled out? (No abbreviation is allowed)		
	Has the applicant entered whether the applicant's present organization is related to the Military / the Ministry of Defense?		
6	Is the working history and period of the applicant correctly filled out? ·Any employment before university completion is not considered as working history. ·Only full-time working with acquisition of diploma, such as night school, is approved as working experience.		
7	In 5. Declaration, has the applicant entered a check mark (✓) for either Agree or Disagree?		
Word File for Annex. 2 Research Plan and Career Plan	Is the research plan written in format of "Title", "Introduction", "Objective" and "Conclusion", according to instructions of "Research Plan" of Annex. 2? (Extreme lack of words may not be accepted.)		
	Is the research plan written with the "Title", "Introduction", "Objective" and "Conclusion", respectively followed by Rules of Outline of Research Plan as instructed in Annex. 2-1 Research Plan?		

Please check the following **AFTER** printing

Page	Check Point	Applicant	JICA
1	Is the applicant's photo attached on the Application form?		
5	Are the official stamp and signature of the current organization affixed in 3-3.?		
8	In the Declaration Form, is the signed date within the application period?		
University Diploma	Is the notary seal* affixed to University Diploma? The copied document of original one is approved only with the original notary seal affixed. *The notary seal: To officially notarize the copied document, affixed by authorized public institutions or lawyers.		
	Is the name and date of birth as shown on the Passport or ID? If not, please describe the reason in the letter. If not written in English, is the official English translation attached?		
Academic Transcript	Is the notary seal affixed to Academic Transcript for all the grades earned in the university?		
	Is the name and date of birth as shown on the Passport or ID? If not, please describe the reason in the letter. If not written in English, is the official English translation attached?		
Copy of Passport(ID)	Is the copy of valid Passport (or National ID) attached?		
	If not written in English, is the official English translation attached?		
ID Photo	Is the applicant's photo (4cm x 3cm) attached on Page 1 of Application Form?		
(Health Certificate & Medical History)	You must take Health check(Annex3) by the doctor in your country at the time of application for entrance examination or within 6 months before coming to Japan, whichever is later, and submitted with Medical History(Annex4) at a later date. The Annex3 should describe current status of the applicant's illness and state the Physician's consent to join the program.		

Please check the following **BEFORE** submission

Page	Check Point	Applicant	JICA
All	Are all documents and attachments included? ·Application Form, ·Annex1 (University Information), ·Annex2 (Research Plan and Career Plan), ·University Diploma (and Official English translation if the documents are issued other than English), ·Academic Transcript (and Official English translation if the documents are issued other than English), ·Copy of Passport/ID (and English translation if necessary), ·Official English Proficiency Certificate as required by the desired university, ·Master's Degree Thesis (if any)		

Name of Applicant:



**1. University Information<sub>s</sub>**

(1) After examining university list provided in General Information, please fill in University, Supervisor, and the respective Field of studies that you expect to study in Japan. You can select up to two graduate schools.

**Fist Choice**

Name of University and Graduate School/Course/Program/Department	
Master/PhD	
Supervisor of choice	
Month of Enrollement *	<input type="checkbox"/> April 2026 <input type="checkbox"/> September/October 2026

**Second Choice**

Name of University and Graduate School/Course/Program/Department	
Master/PhD	
Supervisor of choice	
Month of Enrollement *	<input type="checkbox"/> April 2026 <input type="checkbox"/> September/October 2026

\* Only for an applicant who wishes to apply to Chuo University or The University of Tokyo (Department of Civil Engineering, Graduate School of Engineering)

**[IMPORTANT]<sub>s</sub> JICA will provide your desired university with your personal information (educational background, career, health condition, health certificate, etc.) necessary for selection.  
For the privacy policy of each university, check the description on the university website.**



## Research Plan and Career Plan<sup>8</sup>

Write a brief research plan of your proposed Master's or Ph.D. thesis more than 700 words (minimum 3 pages).

Below is an example of the structure of the research plan. Usage of this structure is not essential but strongly recommended.

(a) TITLE of your Master's or Ph.D. thesis

(b) INTRODUCTION (1 paragraph):

To state clearly what your research interests are. Necessary to include the followings:

- Background information regarding the selected topic and your involvement (e.g. what is the main reason that you chose the topic, your relevant working experience, etc.)
- The main objective of your study

(c) MAIN BODY (approximately 3 paragraphs):

To provide specific information to support your ideas. To explain what you are going to study and how the research is conducted.

Necessary to include the followings:

- Brief explanation for your analysis of this topic.
- Brief explanation for your research methodology.

(d) CONCLUSION (1 paragraph):

To stress the most important point(s) of your research plan, and your future work. Necessary to include the followings:

- The skills which you wish to obtain in Japan.
- How you intend to utilize your research to solve the issue(s) mentioned in the first part of the plan after returning to your home country.

\*For Ph.D. courses, please attach your master thesis in English and related papers (if any).

**!! IMPORTANT !!**

✓ It is recommended to make prior contact the faculty before submitting the applications in order to know whether or not the university can accept the research plan. You should write the research plan in light of the requirements and characteristics of the Master's or Ph.D. course.

✓ It must be demonstrated that your academic background and/or job experience are sufficient enough to engage in and complete the Master's or Ph.D. course in Japan. In this regard, it is essential for you to select a research theme which is associated with your current or future job.

✓ If you are currently employed, it is desirable for you to discuss with your organization to get supporting references, such as a policy and/or strategic paper of the organization.

## Career Plan after Graduation<sup>8</sup>

In connection with the fields of study, please describe your idea /plan to utilize your knowledge, skills and experiences that you obtained in Japan after returning to your home country in 400-500 words.

Please be reminded of the aim of this program which expects the participants to be leaders and/or practitioners who have practical knowledge and skills of integrated water resources management to solve water relevant issues in the participants' country.

健康診断書/CERTIFICATE OF HEALTH

\*医師に記入してもらうこと/to be completed by the examining physician

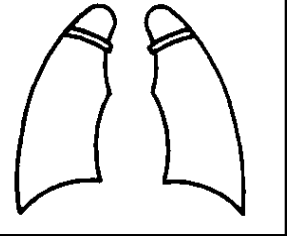
\*日本語又は英語により明瞭に記載すること/Please fill out the form (PRINT or TYPE) in Japanese or English.

氏名/ Name	姓/ Sir Name	名/ Given Name	ミドルネーム/Middle Names
性別/ Gender	<input type="checkbox"/> 男/Male	生年月日(西暦)/Date of Birth(AD)	Year:
	<input type="checkbox"/> 女/Female		
	<input type="checkbox"/> その他/others		
Month:		Day:	

1. 身体検査/Physical Examination

(1)身長/Height	cm	(2)体重/Weight	kg
(3)血圧/Blood Pressure	mmHg~		mmHg
(4)血液型/Blood Type	<input type="checkbox"/> A	<input type="checkbox"/> B	<input type="checkbox"/> AB <input type="checkbox"/> O
(5)脈拍/Pulse	<input type="checkbox"/> 整/Regular	(7)色覚異常の有無/Color Blindness	<input type="checkbox"/> 有/Yes <input type="checkbox"/> 無/No
	<input type="checkbox"/> 不整/Irregular		
(6)視力/Eyesight	裸眼/Unaided	右/Right:	左/Left:
	矯正/Corrective	右/Right:	左/Left:
(8)聴力/Hearing	<input type="checkbox"/> 正常/Normal	(9)言語/Speech	<input type="checkbox"/> 正常/Normal
	<input type="checkbox"/> 異常/Impaired		<input type="checkbox"/> 異常/Impaired

2. 胸部聴診及びX線検査(6ヶ月以内)/Physical and X-ray Examinations of Chest (Within Six Months)

	胸部X線所見/Discribe condition of lungs	(1)肺/Lungs	<input type="checkbox"/> 正常/Normal
	<input type="checkbox"/> 正常/Normal		<input type="checkbox"/> 異常/Impaired
	<input type="checkbox"/> 異常/Impaired	(2)心臓/Cardio	<input type="checkbox"/> 正常/Normal
			<input type="checkbox"/> 異常/Impaired
		異常がある場合⇒ 心電図/If impaired ⇒Electrocardiograph	<input type="checkbox"/> 正常/Normal
			<input type="checkbox"/> 異常/Impaired
撮影年月日/Date Taken		胸部聴診(呼吸音) Chest auscultation (breath sound)	<input type="checkbox"/> 正常/Normal
			<input type="checkbox"/> 異常/Impaired
フィルム番号/Film No. (任意if any)		Examinations of the neck (inspection, palpation)	<input type="checkbox"/> 正常/Normal
			<input type="checkbox"/> 異常/Impaired

3. 現在治療中の病気/Disease currently being treated

<input type="checkbox"/> 無/No	<input type="checkbox"/> 有/Yes	病名/Specify it:
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4. 既往症/Past illness/disorder

該当するものにチェックと完治時期または治療中を記入、いずれも該当しない場合は「無し」にチェックすること。

Please check √ and fill date of recovery/under treatment.If NOT contracted any of them in the past, please check "None".

チェック欄/T ick	病名/Name	完治時期/Date of recovery	治療中/under treatment	チェック欄/Ti ck	病名/Name	完治時期/Date of recovery	治療中/under treatment
<input type="checkbox"/>	結核/Tuberculosis			<input type="checkbox"/>	マラリア/Malaria		
<input type="checkbox"/>	麻疹/Measles			<input type="checkbox"/>	てんかん/Epilepsy		
<input type="checkbox"/>	腎疾患/Kidney disease			<input type="checkbox"/>	心疾患/Heart disease		
<input type="checkbox"/>	糖尿病/Diabetes			<input type="checkbox"/>	薬剤アレルギー/Drug Allergy		
<input type="checkbox"/>	肝炎/Hepatitis(Type:A,B,C, D,E)			<input type="checkbox"/>	精神疾患/Phychosis		
<input type="checkbox"/>	四肢機能障害/ Functional disorder in the extremities			<input type="checkbox"/>	その他感染症/ Other communicable diseases		
<input type="checkbox"/>	該当無し/None						

5. 検査/Laboratory tests

(1)尿検査/Urinalysis	糖/Glucose	Positive (+)	蛋白/Protein	Positive (+)	潜血/ Occult Blood	Positive (+)	(2)検便/ Feces: Parasite(egg of parasite)(+,-)	
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
		Negative (-)		Negative (-)		Negative (-)		
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
(3)貧血検査/Anaemia test	赤沈 ESR	mm /Hr	白血球数 WBC count	/cmm	血色素量 hemoglobin	gm/dl	貧血/Ameni a	Positive (+)
								<input type="checkbox"/>
								Negative (-)
								<input type="checkbox"/>
								<input type="checkbox"/>
(4)肝機能検査/LFT	GPT (ALT)	(IU/l)	GOT (AST)	(IU/l)	γ-GTP	(IU/l)		

6. 医師の診断・意見/Physician's impression of the applicant's health

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7. 継続的治療・投薬の必要性があればその旨ご記入ください。/Please fill in if the applicant needs regular medication or treatment.

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8. 志願者の既往歴、診察・検査の結果から判断して、現在の健康状態は十分に留学に耐えるものと思われませんか？

In view of the applicant's history and the above findings, is it your observation that his/her health status is adequate to pursue studies in Japan?

<input type="checkbox"/>	はい/YES	日付(西暦) Date(AD)	Year:		Month:		Day:	
		医師署名 Physicians Signature						
<input type="checkbox"/>	いいえ/NO	検査施設名 Office/Institution						
		所在地 Address						

\*注意事項/Notice\*

回答項目に漏れがないかご確認ください。  
Please do not leave any blanks in this certificate.



Annex. 3 Medical History

1. Present Medical Status

a) Have you taken any medicine or had a medical checkup by a physician for your illness such as diabetes, hypertension, asthma, etc.?

	Name of illness	
	Name of medicine	

If yes, please attach your doctor's letter (preferably, written in English) that describes the current status of your illness, and gives agreement to your participation in the program.

b) Do you have any allergies with medicine, food, pollen, etc.?

	What are you allergic to? What kind of allergic symptoms do you have such as itch, rash, hives, etc.?	
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c) Please indicate any needs arising from disabilities that may require additional support or facilities.

[Empty box for indicating needs]

NOTES: Disability will not lead to exclusion of the Applicant from the program. However, the Applicant may be directly inquired by the JICA official in charge for a more detailed account of his/her condition.

2. Medical History

(a) Have you had any illness such as heart, hepatic, kidney disease, etc.?

	please specify	
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b) Have you ever been a patient in a mental clinic or been treated by a psychiatrist?

	please specify	
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c) Have you ever had any sleeping, eating or other disorders?

	please specify	
	Name of medicine taken if any	

d) Please indicate history of all illnesses you have had.

[Empty box for history of illnesses]

3. Tuberculosis Screening

a) Do you have any history of previous TB?

	please specify	
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b) Has anyone in your household been diagnosed with TB in the last 2 years?

	please specify	
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c) Do you have any history of recent contact with a case of active pulmonary TB? (shared the same enclosed airspace or household or other enclosed environments for a prolonged period for days or weeks)

	please specify	
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d) Do you have any history of or are you currently immune compromised (HIV infected, chronic renal failure, malignant tumors, etc.)? Do you have any history of using immunosuppressant (steroids, anti-cancer drugs, rheumatic drugs, etc.)?

	please specify	
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e) Have you (or your household) had any of the following symptoms in the last three months?

	Symptom type	Please specify ( )
		<input type="checkbox"/> Cough <input type="checkbox"/> Sputum expectoration <input type="checkbox"/> Hemoptysis <input type="checkbox"/> Night sweats <input type="checkbox"/> Weight loss <input type="checkbox"/> Fever

4. Vaccination history

<input type="checkbox"/> MMRV (Measles, Mumps, Rubella, Zoster)	Time(s)
<input type="checkbox"/> MMR (Measles, Mumps, Rubella)	Time(s)
<input type="checkbox"/> MR (Measles, Rubella)	Time(s)
<input type="checkbox"/> M (Measles)	Time(s)
<input type="checkbox"/> Mumps	Time(s)
<input type="checkbox"/> Hepatitis B	Time(s)
<input type="checkbox"/> Chicken pox	Time(s)
<input type="checkbox"/> Meningitis	Time(s)
<input type="checkbox"/> Polio	Time(s)
<input type="checkbox"/> Diphtheria Pertussis Tetanus combined	Time(s)

5. Other Conditions/Medical Issues

Are you pregnant? Noted: Answer does not affect the selection of candidates.

	Weeks of pregnancy	Month	Expected date of delivery	/
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If you have any medical issues/conditions that are not described above, please indicate below.

[Empty box for medical issues]

I certify that I have read the above instructions and answered all questions truthfully and completely to the best of my knowledge. I understand and accept that medical conditions resulting from an undisclosed pre-existing condition may not be financially compensated by JICA and may result in termination of the program. I understand and accept that this questionnaire will be checked for my health care by the people who are engaged in the program during my stay in Japan.

By Applicant

Date	
Name and Title/Position	
Signature	

※Please notify JICA staff upon any changes in your health condition after submission of the form.