　ArCS II Overseas Fellowship Program

Application Form for 2021 (Practitioner)

|  |  |  |  |
| --- | --- | --- | --- |
| Name of applicant | Full name |  | Gender |
|  |  |
| (Signature: ) |
| Age |
| Date of birth  (YYYY/MM/DD) |  | |  |
| Affiliation | Affiliation |  | |
| Department or Section |  | |
| Job title |  | |
| Academic degree  （only for applicants with master’s/doctoral degrees） | Date and year obtained |  | |
| Graduate school |  | |
| Name of degree |  | |
| Home address | Post Code:  Phone:  E-mail： | | |
| Address of affiliation | Post Code:  Phone:  E-mail： | | |
| Contact  （select either one） | Home　／　Affiliation | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project title | Japanese | |  | |
| English | |  | |
| Country and institution of your choice | Country | |  | |
| Institution | |  | |
| Host | Name | |  | |
| Department/Position | |  | |
| Desired period of visit | From: YYYY/MM/DD to YYYY/MM/DD | | | |
| Previous application for the program | yes / no | Previous Visit | | From: YYYY/MM/DD to YYYY/MM/DD |

|  |  |
| --- | --- |
| Approval of current supervisor | I approve the application and support the applicant if selected for the program.  Date: YYYY/MM/DD  Affiliation  Position  Name　 (Signature: ) |

【Career background】

ＰＤ

Describe clearly in one page (you may include diagrams).

　① Describe the background to your previous and current business/job and research (if any), including the issues, purposes, methods, features, solutions, and uniqueness of your business/job.

　② Compile the achievements of the applicant’s business/job so far and describe them in relation to the content of ①. If you want to quote the thesis or the presentations written in the research records section below, please clearly indicate the sections the applicant oversaw beside the relevant sections.

③ If you have ever been selected or sent overseas by the ArCS/ArCS II program and if the process or achievements of the previous visit were related to this application, please describe these separately from ②.

Please use a font size larger than 10.5 (the same applies to the following sections).

【Plan during the program】Clearly describe in two pages (you may include diagrams).

1. Project purpose/content

　　① Clearly describe the purpose, methods and content of the project.

　　② Describe the activities, aims and objectives.

1. The features/uniqueness of the project

① If you have previously conducted any projects, describe the features, focus and uniqueness of this previous project and compare them with the project you are now proposing.

② Describe the relevance and significance of your research in relation to the work you have conducted/are conducting in and outside Japan.

【Target Areas for this program in terms of the changes and impacts in the Arctic regions】

1. Reasons for selecting the places you wish to visit.

Based on the applicant’s business/job, describe the reasons and processes for selecting the host organisation/the host.

1. Applicant’s contribution to business/job and in particular, its relationship to the changes and impacts this project might have on the Arctic regions.

① Describe the significance of the project to your host organisation and its contributions to the advancement of your own career.

② Describe how your project relates to changes in the Arctic regions and the impacts these changes have had and will have on the Arctic region.

【Preparation】

① Describe your preparation status, such as the communications with your host organisation and your preparations to conduct the project. Please attach the supporting documents, such as e-mails and faxes, exchanged between the applicant and the host organisation regarding the preparation process.

② Describe the language skills you have attained to conduct project in the host organisation. Please provide relevant language certificates from any English proficiency test (e.g. TOEFL and TOEC). If you have these certificates, please describe the test type（e.g. iTB and PBT) and give the certificate date.

【Research records, such as thesis and presentations】

In the following section, please only include research that was primarily conducted by the applicant, attach reference numbers and enter ‘N/A’ if the section is not applicable. Please underline the name of the applicant.

(1) The applicable records include any thesis published in academic journals (including bulletins/collections of papers) and literary works (including book translations and dictionaries). Please indicate whether these articles were peer-reviewed. Articles must be limited to those already published or scheduled to be published; therefore, exclude works that are currently under review or have been submitted).

① Enter the names of the authors in the same order as they appear on the thesis (enter the names of all authors, including the applicant’s; however, as the maximum number of names is 20, if there are more than 20, indicate that the others have been omitted.) Enter the titles, the publication names, publishers, volume numbers, page numbers (pp. [the first page]–[the last page]) and the publication years in order.

② Attach proof that articles are scheduled to be published.

(2) Commentaries and review articles in academic journals or business magazines (including newspapers).

(3) Presentations at international conferences (indicate whether they were oral or poster presentations and whether they received awards, and enter each of them separately).

　　(Enter the names of the authors in the same order as they appear in the thesis. Enter the names of all authors, including the applicant’s; however, as the maximum number of names is 20, if there are more than 20, indicate that the others have been omitted.) Enter the presentation titles, the names of the academic conferences at which they were presented, the conference locations and the conference dates. Indicate the presenters with ○ （Exclude those scheduled to be presented; however, enter those that have been accepted for presentations, for which you will need to attach a document of proof in the application form).

(4) Presentations at domestic conferences/symposiums

　　Enter in the same way as (3) above. If you enter those that have been accepted for presentations, attach a document of proof as in (3).

(5) Patents (Clearly indicate whether they are pending, published or acquired. Enter the outlines only if the details cannot be disclosed due to the patent application terms).

(6) Others（Awards）

【Other achievements/abilities】

　Describe the following subjects if they are relevant to the project implementation in the application.

1. Undergraduate or master’s research contents, whichever is applicable.
2. Skills and abilities you feel are relevant to your proposed project.