



Embassy of Japan
Dhaka

30 July 2023

R-492

No. C09/GL/23

Mr. Mohammed Mezbah Uddin Chowdhury
Senior Secretary, Ministry of Public Administration
Government of the People's Republic of Bangladesh

Subject: Young Leaders' Program 2024

Dear Mr. Mohammed Mezbah Uddin Chowdhury,

It is an honour to inform you that the Ministry of Education, Culture, Sports, Science and Technology (Monbukagakusho: MEXT), Government of Japan, would like to offer the Government of Bangladesh, "Young Leaders' Program (YLP) 2024" scholarship, under which government officials from the Ministry of Public Administration, can be candidates to pursue studies in Public Administration/Public Policy at National Graduate Institute for Policy Studies (GRIPS), Japan. The duration of the program is one year from October 2024 to September 2025. Detailed information, instruction and application forms are enclosed herewith.

I would like to request you to recommend up to 3 qualified candidates from your Ministry and send back the completed application materials to the Embassy of Japan by **05 September 2023**.

I would like to avail myself of this opportunity to express our appreciation for your contribution to our bilateral relation.

Sincerely yours,

MACHIDA Tatsuya
Chargé d' Affaires a.i.

Embassy of Japan in Bangladesh

Encl.

1. Application Form
2. Guidelines for YLP
3. Recommendation Form
4. Essay Question
5. Certificate of Health
6. YLP Program Outline 2024
7. Copy of the Note verbale

CC: Dr. Mohammed Ziaul Haque, Joint Secretary, IT & FT Branch, Ministry of Public Administration

APPLICATION FOR JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP

日本政府（文部科学省）奨学金留学生申請書

Young Leaders' Program Student for 2024 (School of Government)
ヤング・リーダーズ・プログラム留学生（行政コース）

INSTRUCTIONS (記入上の注意)

1. The application must be typewritten if possible, or neatly handwritten in block letters. (明瞭に記入すること。)
2. Numbers should be in Arabic figures. (数字は算用数字を用いること。)
3. Year should be written in the Anno Domini system. (年号はすべて西暦をすること。)
4. Proper nouns should be written in full, and not be abbreviated. (固有名詞はすべて正式な名称とし、一切省略しないこと。)

*Personal data entered in this application will only be used for scholarship selection purposes, and contact information such as e-mail addresses will only be used for forming related human networks after the student returns home and for sending of information by the Japanese Government.

(本申請書に記載された個人情報については、本奨学金の選考のために使用するほかは、特にE-mail アドレス等の連絡先については、帰国後における関係者のネットワークを作ること、及び必要に応じ日本政府より各種情報を送信する以外には使用しない。)

5. Please complete each section as fully and accurately as possible. Please respond to all questions. The information you provide is essential in reviewing your application. Please note that if you provide any false or misleading statement or incomplete or inaccurate information in your application, your application may not be screened, you may be denied admission or, if you have been admitted, you may be dismissed from GRIPS. (提出書類の記載事項が事実と相違していることが判明した場合には、入学後であっても入学を取り消すことがある。)

1. Name in Full in Your Native Language
(姓名 (自国語))

_____, _____, _____
(Family Name/Surname) (First Name) (Middle Name)

(Sex)

- Male (男)
 Female (女)

In Roman Block Capital Letters (as written in your passport)
(ローマ字、パスポート表記がある場合は、それに合わせること)

_____, _____, _____
(Family Name/Surname) (First Name) (Middle Name)

(Marital Status)

- Single (未婚)
 Married (既婚)

2. Nationality
(国籍)

2-2. Possession of Japanese Nationality
(日本国籍を有する者)

- Yes, I have. (はい)
 No, I don't have. (いいえ)

3. Date of Birth (生年月日)

19_____
Year (年) Month (月) Day (日)

Age (年齢) : as of October 1, 2024
(2024年10月1日現在の年齢)

Photograph

Taken within the last 6 months, providing a clear, front view of your entire face.

Write your name and nationality in block letters on the back of the photo.

(写真 (6 × 4 cm))

4. Present Occupation (現職)

Present Position (役職名)

Department/Section (部署)

Employer (勤務先)

Address (住所)

Postal Code (郵便番号)

TEL (電話番号)

Work Email (職場Eメールアドレス)

5. Residential Address (現住所)

Address (住所)

Postal Code (郵便番号)

↳ If the above present home address will be changed at the time of leaving from your country, please specify the changed address below. (渡日時の住所が上記現住所から変更になることが確定している場合は、下記に記入すること。)

TEL (電話番号)

Personal E-mail (個人Eメールアドレス)

* If possible, write an E-mail address where you can be contacted for periods that include the time before you come to Japan, your stay in Japan and the period after you return home.

(可能な限り、渡日前～日本留学中～帰国後にわたり使い続けることが予想されるEメールアドレスを記入すること。)

6. Field of Study Specialized in the Past (Be as detailed and concrete as possible.)

(過去に専攻した専門分野 (できるだけ具体的に詳細に書くこと。))

7. Education History (学歴)

		Full Name of Institution & Location (学校名及び所在地)	Year and Month of Enrollment (入学年月)	Year and Month of Graduation (卒業年月)	Duration of Schooling (修学年数)	Diploma or Degree Awarded, Major Subject, Skipped Years and Levels (学位・資格、専攻科目、飛び級の状況)
Primary Education (初等教育)	Elementary School (小学校)	Name (学校名) Location: City & Country (所在地: 都市、国)			years (年) and months (月)	
	Lower Secondary Education (Middle School/Junior High School) (中学校)	Name (学校名) Location: City & Country (所在地: 都市、国)			years (年) and months (月)	
Secondary Education (中等教育)	Upper Secondary Education ((Senior) High School) (高校)	Name (学校名) Location: City & Country (所在地: 都市、国)			years (年) and months (月)	*-1
	Undergraduate (Bachelor's) (大学)	Name (学校名) Location: City & Country (所在地: 都市、国)			years (年) and months (月)	
Tertiary (Higher) Education (高等教育)	Graduate (Master's/Doctoral) (大学院)	Name (学校名) Location: City & Country (所在地: 都市、国)			years (年) and months (月)	
	Total Number of Years and Months of Education (以上を通算した全学校教育修学年数) As of October 1, 2024 (2024年10月1日現在)					Years and months (年) (月)

*If the blank spaces above are not sufficient for information required, please attach a separate sheet. In such case, please stipulate that the information is on a separate page.

((注) 上欄に書ききれない場合には、適当な別紙に記入して添付すること。その場合は、別紙に記入する旨を上記学歴欄に明記すること。)

- Notes:
1. Exclude kindergarten and/or nursery school education. (幼稚園・保育所教育は含まれない。)
 2. Preparatory education for university admission should be included in upper secondary school. (いわゆる「大学予備教育」は中等教育に含まれる。)
 3. If you have passed a high school equivalency examination (and did not graduate from high school), indicate as such in the fifth column (Diploma or Degree Awarded, Major Subject, Skipped Years and Levels) with *-1. (高等学校卒業程度資格を有している場合には、その旨を*-1 欄に記入すること。)
 4. Any school years or levels skipped should be indicated in the fifth column (Diploma or Degree Awarded, Major Subject, Skipped Years and Levels). (Example: Skipped senior year for early graduation)
(いわゆる「飛び級」をしている場合には、その旨を該当する教育課程の「学位・資格、専攻科目、飛び級の状況」欄に記載すること。
(例: 3年次を飛び級により短期卒業))
 5. If you attended multiple schools at the same level of education due to moving house or readmission to university, write the names of the schools in the same column. (住居の移転や大学の再入学等を理由に、同教育課程で複数の学校に在籍していた場合は、同じ欄に複数の学校の在籍を記載すること。)
 6. Calculate and write the total number of years and months of education you will have completed at the time of your enrolment at GRIPS, based on your total time as a student (as detailed above, including extended leave such as summer vacation). (修学年数合計は在籍期間を算出し、記入すること。(長期休暇も含める))

8. Employment Record (List your current and previous employment (up to three positions) in reverse chronological order, starting with your most recent position.)

(職歴: 過去の役職から現職も含めて3つ記入すること)

*****At least 3 years of full-time work experience in public administration is required.*****

(行政機関等において、常勤職員として3年以上の実務経験が必須)

Name and Location of Organization (勤務先及び所在地)	Department/Section (部署名)	Position (役職名)	Job Description (職務内容)	Period of Employment (勤務期間) YYYY/MM to YYYY/MM
Present occupation: To be shown in the former page (現職: 前のページに表記済)				From To Present
				From To
				From To

*If the blank spaces above are not sufficient for information required, please attach a separate sheet.

((注) 上欄に書ききれない場合には、適当な別紙に記入して添付すること。)

9. Extracurricular and Regional Activities (課外活動又は地域社会での活動)

Extracurricular and Regional Activities (課外活動又は地域社会での活動)	Period (期間)

10. English Proficiency (英語能力)

Score of TOEFL iBT
(TOEFL のスコア)

Score of IELTS Academic
(IELTS のスコア)

Date of the Test
(受験日)

_____ or _____ 20_____
Year (年) Month (月) Day (日)

11. Accompanying Dependents : Provide the following information if you plan to bring any family members to Japan.
(同伴家族欄 (日本に同伴する予定の家族がいる場合に記入すること。))

* All expenses incurred by the presence of dependents must be borne by the grantee.
(注) なお同伴者に必要な経費はすべて自己負担である。

Name (氏名)	Relationship (続柄)	Age (年齢)

12. Person to be notified in applicant's home country, in case of emergency:
(緊急の際の母国連絡先)

i) Name in Full
(氏名) _____

ii) Address
(住所) _____

TEL(電話番号)

E-mail (E メールアドレス)

iii) Occupation
(職業) _____

iv) Relationship
(本人との関係) _____

If you understand and accept all the matters stated in the Application Guidelines for the Japanese Government (MEXT) scholarship for 2024 and apply for it, check the box on the right.
(2024年度日本政府(文部科学省)奨学金留学生募集要項に記載されている事項をすべて了解して申請する場合は右記の□にチェックを入れること。)



Date of Application
(申請年月日) _____

Applicant's Name
(in Roman Block Capitals)
(申請者氏名) _____

APPLICATION GUIDELINES
JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP FOR 2024
YOUNG LEADERS' PROGRAM (YLP) STUDENT (SCHOOL OF GOVERNMENT)

I OUTLINE

1. Objectives

The Young Leaders' Program (YLP) aims to contribute to cultivate future national leaders in Asian and other countries, moreover, to contribute to establish friendly relationships among various countries and to improve policy planning activities by forming a network among national leaders thorough deepening their understanding of Japan. The YLP is one of the Japanese Government (MEXT*) Scholarship Programs.

*MEXT: Ministry of Education, Culture, Sports, Science and Technology

2. Eligible Countries and Participants

Participants are selected from the countries listed below. They should be young public administrators and government officials who are expected to play active roles in the future as national leaders in their home countries.

Eligible Countries:

P. R. China, Rep. of Korea, Indonesia, Malaysia, Philippines, Singapore, Thailand, Brunei, Viet Nam, Laos, Cambodia, Mongolia, Kazakhstan, Kyrgyz Republic, Turkmenistan, Uzbekistan, Bangladesh, India, Pakistan, Sri Lanka, Australia, Hungary, Czech Republic, Slovakia, Poland, Bulgaria, Romania, Turkey
(28 Countries)

3. Host University

National Graduate Institute for Policy Studies (GRIPS)

4. Number of Students

Approximately 20 students

5. Recruitment and Selection

(1) Method of Recruitment

Recruitment will be conducted through the recommending authorities of each eligible country. Please ask the Japanese Embassy for further information.

(2) Screening Procedure

① First screening by the recommending authorities

② Second screening by GRIPS

③ Final screening by the YLP committee organized by MEXT

6. Curriculum (Please refer to "Curriculum Guidelines".)

(1) Basic Concepts

The curriculum is designed to train and cultivate national leaders in their respective fields of government, who are seeking to take advantage of Japan's experiences of interaction with both Western and Asian countries and also to establish a human network through various activities, such as special lectures, colloquium, independent study, field trip, etc.

(2) Course Duration and Qualification

Course duration is one year, resulting in the conferral of a Master's Degree in Public Administration/Public Policy by GRIPS.

(3) Language

All lectures are conducted in English.

7. Commencement of the Program

October 2024

II INFORMATION FOR APPLICANTS

MEXT will offer scholarships to foreign students who wish to study at GRIPS as YLP students in public administration/public policy for the academic year 2024 under the MEXT Scholarship Program. The conditions are as follows:

1. Field of Study

Public Administration/Public Policy

2. Qualifications

- (1) **Nationality:** Applicant must be nationals of countries eligible for the YLP (School of Government). An applicant who has Japanese nationality at the time of application is not eligible.
- (2) **Age:** Applicants must be, in principle, under 40 years of age as of October 1, 2024 (i.e. born on or after October 2, 1984).
- (3) **Academic Background:** Applicants must hold a Bachelor's degree or equivalent from a recognized/accredited university or college, and have achieved excellent academic performance.
- (4) **Work Experience:** At least 3 years of full-time work experience in total as of October 1, 2024 in public administration (preferably 5 years or more).
- (5) **English Ability:** One of the following test scores is required:
 - ① TOEFL iBT
 - ② IELTS Academic
 - ③ Other equivalent testAdmission priority will be given to applicants who have a TOEFL iBT score of 79 or higher, or an IELTS Academic score of 6.0 or higher, or other equivalent test scores.
- (6) **Health:** Applicants must be judged that you are medically adequate to pursue study in Japan by an examining physician on a prescribed certificate of health.
- (7) **Arrival in Japan:** In principle, applicants must be able to arrive in Japan during the period specified by GRIPS, within two weeks before and after the first day of the course conducted by the accepting university. If the applicant cannot arrive in Japan during the specified period for personal reasons, travel expenses to Japan will not be paid.
- (8) **Visa Requirement:** In principle, a selected applicant must obtain a "Student" (留学) visa at the Japanese diplomatic mission located in the applicant's country of nationality, and enter Japan with the residence status of "Student." Applicants who change their residence status to any status other than "Student" (留学) after their arrival in Japan will immediately lose their status as a MEXT Scholarship student. Moreover, as the Japanese government requires pre-arrival tuberculosis screening for some countries, applicants obtaining a visa shall follow guidance at the overseas establishment of Japan located in the applicant's country of nationality.
- (9) **Return to home country and resumption of work after the scholarship period:** In accordance with the objectives of the YLP, after the scholarship period, applicants are expected to make efforts to build friendly relationships among various countries, including Japan, by creating human and intellectual networks among leaders in countries across the world. To this end, applicants should, in principle, return to their home countries by the end of the final month of the scholarship period and resume their work at the recommending authorities or the organization designated by the recommending authorities among others.
- (10) **Non-Eligibility:** Applicants who meet any or all of the following conditions are not eligible. If identified after acceptance of the scholarship grantees, the applicants will be required to withdraw from the scholarship:
 - ① Those who are military personnel or military civilian employees at the time of their arrival in Japan or during the period of the payment of the scholarship;
 - ② Those who cannot arrive in Japan by the last date of the period designated by GRIPS;
 - ③ Those who are already enrolled in a Japanese university or other institution with a residence status of "Student" (留学) or who are going to be enrolled, or plan to enroll, in a Japanese university or other institution as a privately-financed international student from the time of application to the MEXT scholarship program in the applicant's country until the commencement of the period for payment of the MEXT scholarship. However, this stipulation does not apply to privately-financed international students who, even though they are enrolled, or are planning to enroll, in a Japanese university, verifiably complete their studies before the start of the scholarship payment period, return to their home country at the time of the scholarship application, and newly acquire the "Student" residence status and come to Japan;
 - ④ Those who are planning to receive scholarship money from an organization other than MEXT (including a government organization of the applicant's country) on top of the scholarship money provided by MEXT after the start of the scholarship payment period;
 - ⑤ Holders of dual nationality at the time of application who cannot verify that they will give up Japanese

nationality by the time of the arrival in Japan;

- ⑥ Those wishing to engage in fieldwork or an internship in a country other than Japan after submission of Application; or
- ⑦ Those who will lose their status as public administrators or government officials following the time of application or before completion of the program.

3. Period of Scholarship

One year, from October 2024 to September 2025

4. Scholarship Benefits

(1) Allowance: 242,000 yen per month. Due to the situation of the Japanese Government's budget, the amount of payment may be subject to change each fiscal year. The scholarship will not be paid to a grantee who is long absent from the assigned university.

(2) Traveling Costs:

① Transportation to Japan: In principle, MEXT stipulates the travel schedule and route, and provides an economy-class airline ticket from the international airport nearest to his/her home address (in principle, the country of nationality) to Narita or Haneda International Airport. The grantee shall bear at his/her own expense all costs related to domestic travel from his/her home address to the nearest international airport, airport taxes, airport usage fees, special taxes necessary for travel, travel expenses within Japan (including airline transit costs), travel insurance expenses, carry-on luggage or unaccompanied baggage expenses, etc. The present address in the country of the grantee's nationality stated in the application form is in principle regarded as the recipient's "home address". If, however, the address stated in the application form will be changed at the time of leaving from his/her country, the changed address will be regarded as the "home address".

② Transportation from Japan: Based on the application by the grantee, MEXT will provide an airline ticket to grantees who shall graduate the accepting university and return to the home country by the end of the final month of the period of scholarship (See "3. Period of Scholarship") designated by MEXT. MEXT, in principle, shall provide an economy-class airline ticket from Narita or Haneda International Airport to the international airport (in principle, in the country of nationality) nearest to the returning grantee's residence. The grantee shall bear at his/her own expense all costs related to travel from the grantee's residence in Japan to Narita or Haneda international airport, airport taxes, airport usage fees, special taxes necessary for travel, travel expenses within the country of nationality (including airline transit costs), travel insurance expenses, carry-on luggage or unaccompanied baggage expenses, etc.

(3) Education Fees: Fees for entrance examination, matriculation and tuition will be paid by MEXT.

(4) Accommodations:

In principle, grantees may reside at residence halls provided by GRIPS, which plans to arrange TIEC (Tokyo International Exchange Center Residence Hall). Kindly be noted (a) spouse, (b) spouse and child/children, are allowed to live with grantees due to TIEC policy.

5. Suspension of Payment of Scholarship

Payment of the scholarship will be stopped for the reasons given below. Should any of the following reasons apply, the grantees may be ordered to return a part of, or all of, the scholarship paid up to that time. Payment of the scholarship may also be stopped during the period up to the decision on the disposition of the matter.

- ① A grantee is determined to have made a false statement on his/her application;
- ② A grantee violates any article of his/her pledge made to the Minister of Education, Culture, Sports, Science and Technology;
- ③ A grantee violates any Japanese laws and is sentenced and imprisoned for an indefinite period or for a period of exceeding 1 year;
- ④ A grantee is suspended from his/her university or receives other punishment, or is removed from enrollment; as a disciplinary action in accordance with school regulations of the accepting institution;
- ⑤ It has been determined that it will be impossible for a grantee to complete the course within the standard time period because of poor academic grades or suspension or absence from the university;
- ⑥ A grantee came to Japan without newly acquiring the "Student" (留学) residence status, or changed his/her residence status to one other than "Student";

- ⑦ A grantee has received another scholarship (excluding those specified for research expenses);
- ⑧ If a grantee's government and/or other state institutions request such cancellation.

6. Selection

- (1) Based on the recommendation of authorities, GRIPS will select initial candidates from among applicants by means of a review of the submitted documents, and an interview. Depending on the evaluation of the submitted documents, you may not proceed to an interview. If it is not possible to hold an interview in the applicant's home country, an interview may be conducted by telephone or the Internet.
- (2) Those who have been selected initially by GRIPS will be put forward to the YLP committee established by MEXT for the final selection.
- (3) The final result will be notified to applicants through the Japanese Embassy/the recommending authorities.

7. Education at GRIPS

All lectures and practical training are conducted in English.

8. The Application Process

Selection for admission is based on the evaluation of supporting documents submitted. Before starting your application, please carefully review the following application process.

You will NOT be registered as an applicant until we have received a complete set of your required supporting documents.

If you have applied to GRIPS in previous years and wish to reapply this year, any supporting documents you submitted previously cannot be used for this year's application.

Please note that if you provide any false or misleading statement or incomplete or inaccurate information in your application, your application may not be screened, you may be denied admission or, if you have been admitted, you may be dismissed from GRIPS.

A complete set of your required supporting documents must reach your recommending authority by the designated deadline. Incomplete applications and applications received after the deadline will not be considered.

All materials submitted by an applicant become the property of GRIPS and will not be returned. Please make sure to keep one copy of your application for your records.

9. Supporting Documents

All documents must be in English.

Supporting documents to be prepared solely by the applicant, should be typed on computer wherever possible (A4 size paper and single-sided printing are preferable). If circumstances require, documents legibly handwritten with a ballpoint pen are acceptable.

If your name as written in your application is different from that on the document(s) you submit, and if there is some reason (e.g. marriage) for the difference, please submit official documentation of that reason (e.g. marriage certificate).

Digital copies sent by e-mail will not be accepted.

Do not attach any additional documents apart from the items listed below.

Number the documents from ① to ⑩ (the items numbered in the list below) in the upper right corner of each document.

- ① Application for Japanese Government (MEXT) Scholarship (1 original, use the designated form)
Please prepare a photograph of your face, in accordance with the stipulations on the form, and paste it onto the form.
- ② Recommendation letter from the recommending authority (1 original)
- ③ Two (2) letters of recommendation (1 original for each letter, use the designated form)
Your letters of recommendation must be written by faculty members or job supervisors who are familiar with your academic and/or professional abilities. At least one and preferably two should be written by your immediate

superiors at work.

You are required to request each of your recommenders to write a letter of recommendation using the designated form and submit them. Each of your letters must contain four A4 pages provided. Letters submitted that do not use our designated forms will not be accepted. They must be submitted in sealed, unopened envelopes signed across the flap by the recommender.

④ · ⑤ Official transcripts of academic record and graduation/degree certificates (1 original for each document)

You are advised to show the instructions below to registrars at each of the universities that you attended when you request issuance of transcripts/certificates in accordance with our requirements.

You must submit official transcripts of academic record and graduation/degree certificates from all undergraduate and graduate institutions that you attended/graduated from. These must be documents issued by the university and bearing the seal or signature of the registrar, and they must be submitted in sealed, unopened envelopes with the university logo and address noted; the envelopes must be signed or stamped across the flap by the issuing school authorities.

④ Official transcripts of academic record

Official transcripts should contain the following information:

- Name of the degree program/course
- Enrollment period
- Names of all courses taken and grades received
- Grading scale including the maximum grade point/score

If you are currently attending a university, please submit your most recent transcript.

⑤ Official graduation/degree certificates

Official certificates should state the name of your degree and the date the degree was awarded. Provisional or temporary graduation/degree certificates are not acceptable. DO NOT send your original diploma, as documents will not be returned.

If you are currently attending a university, you must submit an authorized statement certifying the specific date of graduation and the title of the expected degree.

Important notes

- Photocopies of transcripts/certificates that have been verified by a notary public are not acceptable.
- If a university has a policy not to issue more than one official transcript/certificate, you may submit official photocopies verified by the university. To be official, these must bear the institution's official stamp or the signature of the registrar. They must be submitted in sealed, unopened envelopes with the university logo and address noted; the envelopes must be signed or stamped across the flap by the issuing school authorities.
- If a university cannot issue an official English version of your transcript/certificate, you are required to submit both:
 - The official transcript/certificate (photocopies are not acceptable), written in its original language and bearing the institution's stamp or the signature of the registrar, and
 - An official verbatim English translation of the document, prepared by an accredited translator.

⑥ Official evidence of English ability (1 original)

One of the following test scores is required:

1. TOEFL iBT
2. IELTS Academic
3. Other equivalent test

Admission priority will be given to applicants who have a TOEFL iBT score of 79 or higher, or an IELTS Academic score of 6.0 or higher, or other equivalent test scores.

Please note that English test scores are valid for two years from the test date, and therefore, tests must have been taken within two years of the time of enrollment at GRIPS. If you submit the results of a different test of English proficiency, please submit a conversion of the score to TOEFL or IELTS.

How to apply for a waiver of the English language proficiency requirement

(There are two categories in our English test exemption policy.)

Category 1: Applicants who have completed or expect to complete an undergraduate or a graduate degree at an accredited institution located in the USA, the UK, Canada, Australia, New Zealand, or Ireland will be automatically exempted from submitting an English test score.

Category 2: Applicants who have completed or expect to complete an undergraduate or a graduate degree at an institution where the language of instruction is English may request a waiver of the English language proficiency requirement. If you wish to apply for such a waiver, you must submit official documents issued by the educational institution you attended, certifying that your undergraduate or graduate education was conducted entirely in English. If the official transcript of your academic record or graduation/degree certificate includes that information, you need not submit a separate document. This document must bear the seal or signature of the registrar, and it must be submitted in a sealed, unopened envelope with the university logo and address noted; the envelope must be signed or stamped across the flap by the issuing school authority. You are advised to show these instructions to the registrar at the university that you attended when you request issuance of the document in accordance with our requirements.

⑦ Copy of your passport (1 photocopy)

You must submit a copy of the page(s) with your name, nationality, date of birth and photo. If you do not possess a passport, please submit a copy of your family register or certificate of citizenship.

⑧ Essay explaining applicant's aspirations and future plans following program completion (1 original)

You must submit 3-page essay describing your reason/motivation for applying; future plans and expectations from the program as well as future career goals.

⑨ Answer to the essay questions (1 original)

⑩ Certificate of health (1 original, use the designated form)

A certificate of health must be issued by the medical institution designated by Japanese Embassy; all items must be completed, and all comments must be written in English in block letters. If there is a change in your health condition (including any serious changes relating to your life plan) after you have submitted your health certificate, please promptly share this information with the diplomatic mission abroad since it concerns the acceptance system of the accepting university and the Japanese medical institution.

10. Unavoidable Circumstances

In the event of unavoidable or unforeseen circumstances, Japanese Government reserves the right to change or cancel the arrival date, scholarship, and contents of the application guidelines here within, at any time before or after notification of the results of the final selection.

Unavoidable Circumstances are defined as events whose effects could not reasonably be prevented or controlled by MEXT or Ministry of Foreign Affairs (including Embassies and Consulate generals of Japan) including but not limited to acts of God, acts of government (including local government, hereafter referred to as government), acts of government authorities (including limitations on travel or immigration enacted by the Japanese government or other foreign countries' government due to the event of infectious disease), compliance with law, regulations or orders, fire, flooding and torrential rain, earthquakes, acts of war (regardless of a declaration of war), revolt, revolution or rebellion, strike, or lockout.

11. Notes

- (1) Each grantee is advised to learn some basic Japanese language and to acquire basic information on Japanese climate, geography, customs, university education, and social conditions in Japan, as well as about the differences between the Japanese legal system and that of his/her home country before departing for Japan.
- (2) As the first installment of the scholarship payment will be made from one month to one and a half months after the grantee's arrival in Japan, the grantee is recommended to bring at least approximately US \$2,000 with him/her to Japan to cover immediate living expenses and other necessary expenses.
- (3) The scholarship payments will be transferred to the bank account of Japan Post Bank (JP Bank) opened by each grantee after the arrival in Japan. MEXT will not transfer the scholarship payments to other account.
- (4) Grantees must enroll in National Health Insurance (Kokumin Kenko Hoken) upon arrival in Japan.
- (5) Information regarding the MEXT Scholarship recipient (name, gender, date of birth, nationality, accepting

university/graduate school/undergraduate school, field of specialty, period of enrolment, career path after completion of scholarship, contact information [address, telephone number, e-mail address]) may be shared with other relevant government organizations for the purpose of utilization for overseas students programs implemented by the Japanese Government (support during period of study in Japan, follow-up survey, improvement of the overseas student system).

Information regarding MEXT Scholarship Students (excluding date of birth and contact information) may be included in publicity materials prepared by the Japanese Government for promoting the acceptance of overseas students in Japan, particularly in order to introduce former MEXT Scholarship Students who are playing active roles in countries around the world.

These terms and conditions are included in the Pledge stipulating rules and regulations which MEXT Scholarship recipients must comply with and submit when they have been granted the Scholarship.

- (6) All personal information that we receive from applicants will be used for the purposes of admissions screening, collecting statistical information, student registration, and educational affairs.
- (7) If there are any questions about the content of the written text in this Application Guideline or any other matters, applicants/grantees should inquire the Japanese diplomatic mission in the applicant's country and follow their instructions.
- (8) In addition to the regulations stipulated in this Application Guideline, those that are necessary to implement the Japanese Government Scholarship programs shall be determined by the Japanese Government.

Young Leaders' Program (School of Government) Curriculum Guidelines

I Basic Concepts

1. Each subject will deal with theories based not only on the experiences of the so-called modern Western World, but also on those concerned with the historical experiences of Japan and other non-Western countries. While analyzing commonalities in the modernization process along with its various possibilities, the courses seek to find the most desirable method for each country's modernization. (Comparative Approach)
2. Through modernization, our thoughts and ideas undergo deep transformations. However, the curriculum will not be concerned with modern ideas alone, but will also incorporate basic premises from the classical civilizations and ideas of the great thinkers. (Emphasis on liberal arts education aiming at self-relativization and critical thinking)
3. Going beyond instruction that is related to skills and knowledge, the curriculum will emphasize the fostering of students' ideas; identifying problems; and developing the ability to arrive at their own solutions. (Emphasis on discussion and self-study)
4. Through encounters with leading figures from all areas (including other promising young students), the curriculum aims to create human networks and further understanding about Japan.
5. By offering a broad range of courses, the curriculum encourages students to establish policymaking abilities required of national leaders who are knowledgeable in a broad range of areas.

II Students

The course is designed for young public administrators and government officials, who are expected to play active roles in Asia and Central Europe as future national leaders.

III Courses (Courses offered are subject to change)

1. Required Courses (3credits)
 - The World and the SDGs
 - Introduction to Japan
2. Recommended Courses (At least 8 credits)
 - Microeconomics I
 - Essential Microeconomics
 - Contemporary Japanese Economy
 - Japanese Economy
 - Economic Development of Japan
 - Government and Politics in Japan
 - International Relations
 - International Political Economy
 - International Security Studies
 - Comparative Politics
 - Structure and Process of Government
 - Leadership and Knowledge Creation
 - GRIPS Forum I
 - GRIPS Forum II
3. Elective Courses (Credits for the graduation requirement)
 - Macroeconomics I

- Government and Market
- Data Science for Public Policy
- International Trade
- Development Economics
- Japanese Foreign Policy
- Human Resources Management
- Social Security System in Japan
- Introduction to Data Science
- Data Science in Practice
- Local Government System and Finance
- Local Governance in the Changing World

4. Colloquium (2 credits) (Required Course)

This course will provide an opportunity to listen and discuss various issues with many distinguished government leaders and business executives. The colloquia will be organized fifteen or sixteen times a year, divided between the fall and spring terms.

5. Independent Study (4 credits) and Tutorial (2 credits) (Required Course)

Students will produce a research paper on a topic of their choice, under the guidance of designated advisors. Students are allowed to conduct related fieldworks upon request.

Also, students will consult in a small-group setting with faculty members by participating in Tutorial.

6. Field Trip (2 credits) (Required Course)

Field Trip to a variety of places, such as regional offices of the central government, local governments, industrial facilities, historical heritage, and cultural assets in the different regions of Japan will be arranged during the fall term.

7. Other Educational Activities

Japanese Language Class

All lectures are conducted in English, making it unnecessary for students to master Japanese. However, Japanese language courses will be offered to students who wish to further their knowledge of Japanese language and culture.

IV Further information

For more information on GRIPS, please visit: <https://www.grips.ac.jp/en/>

Recommendation Form

To the Applicant

Please complete only the top portion of this form. Your recommender should complete the rest of the form.

Applicant's Name (Family)	(Given)	(Middle)
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To the Recommender

The person whose name appears above is applying for admission to the Young Leaders' Program.

Please provide your recommendation on your own letterhead or stationery. The Admissions Committee values the recommender's direct contact with the candidate. In your letter, please answer the following questions as candidly and specifically as possible:

Please return this form and your recommendation to the applicant in a sealed envelope, with your signature across the seal. The applicant will submit the sealed, signed envelope to us as part of the completed application package.

The Admissions Committee is aware of the time and care necessary to prepare this form. We gratefully acknowledge your help.

1. How long and in what capacity have you known the applicant?

2. How often have you observed the applicant? (Please tick one box)

every day 3 or 4 times a week 1 or 2 times a week 1 or 2 times a month

less than once a month

9. Please write if you have any comment.

Please provide telephone numbers should the Admissions Committee feel a need to contact you regarding the reference.

Business Telephone Number _____

Home Telephone Number _____

Recommender's Signature _____

Recommender's Name (please print) _____ Date _____

Position or Title _____ Organization _____

Business Address _____

Home Address _____

Essay Questions

The following essay questions will provide us with more information about you and your reasons for applying to the Young Leaders' Program.

Your essays must be typed. Please use A4-size paper or 8 1/2" × 11" paper. Strictly limit your responses to the maximum number of words designated for each question. Use standard double-spaced lines. Your name should appear at the top of each separate sheet of paper. The number of the essay question should precede every essay. Staple the essays together and submit them with the other application materials.

1. What are your most significant accomplishments, activities, and life experiences to date? Please emphasize the events which highlight your unique abilities and personality. (maximum 500 words)
2. What is your leadership philosophy? Describe key individuals and/or experiences that shaped your philosophy. (maximum 500 words)

Supplemental Question

3. How did you become interested in the Young Leaders' Program? Please list specific information sources such as publications, alumni, faculty, and websites. (maximum 200 words)

健康診断書 (2024年度版)

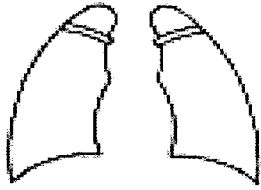
(医師に記入し(もらうこと)
日本語又は英語により明瞭に記載すること。

CERTIFICATE OF HEALTH (for 2024)

(to be completed by the examining physician)
Please fill out (PRINT/TYPE) in Japanese or English.

氏名 Name	Surname 姓		Given name 名		Middle name ミドルネーム	
性別 Gender	<input type="checkbox"/> 男 Male	<input type="checkbox"/> 女 Female	生年月日 Date of Birth	年	月	日
			yyyy	mm	dd	

1. 身体検査 Physical examination			
(1)身長 Height	cm	(2)体重 Weight	kg
(3)血圧 Blood pressure	mmHg~	(4)血液型 Blood type	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> AB <input type="checkbox"/> O <input type="checkbox"/> RH+ <input type="checkbox"/> RH-
(5)脈拍 Pulse	<input type="checkbox"/> 整 Regular <input type="checkbox"/> 不整 Irregular	(7)色覚異常の有無 Color blindness	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired
(6)視力 Eyesight	裸眼 Without glasses (右) (左) 矯正 With glasses or contact lenses (右) (左)	(8)聴力 Hearing	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired
		(9)言語 Speech	<input type="checkbox"/> 正常 Normal <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 the chest (within six months)					
	胸部X線所見 Describe the condition of lungs.	撮影年月日 Date of X-ray	年	月	日
		フィルム番号 Film No.	yyyy	mm	dd
	(1)肺 Lungs	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired			
	(2)心臓 Cardiomegaly	<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			

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 Disease
--	---

4. 既往症 Past illness/disorder	<input checked="" type="checkbox"/>	病名 Name	完治時期/治療中 Date of recovery /under treatment	<input checked="" type="checkbox"/>	病名Name	完治時期/治療中 Date of recovery /under treatment
該当するものにチェックと完治時期/治療中を記入、いずれも該当しない場合は下記「無し」にチェックすること。 Please check and fill in the date of recovery/under treatment. If NOT contracted any of them in the past, please check "None" below.		結核 Tuberculosis			マラリア Malaria	
		その他感染症 Other communicable disease			てんかん Epilepsy	
		腎疾患 Kidney disease			心疾患 Heart disease	
		糖尿病 Diabetes			薬剤アレルギー Drug allergy	
<input checked="" type="checkbox"/>		精神疾患 Psychosis			四肢機能障害 Functional disorder in the extremities	
		無し None				

5. ワクチン接種歴 Vaccination History	MMRV (Measles, Mumps, Rubella, Zoster)... <input type="checkbox"/> Time(s) () MMR (Measles, Mumps, Rubella)... <input type="checkbox"/> Time(s) () MR (Measles, Rubella)... <input type="checkbox"/> Time(s) () M (Measles)... <input type="checkbox"/> Time(s) ()	Mumps... <input type="checkbox"/> Time(s) () Hepatitis B... <input type="checkbox"/> Time(s) () Chicken pox... <input type="checkbox"/> Time(s) () Polio... <input type="checkbox"/> Time(s) () Diphtheria Pertussis Tetanus combined... <input type="checkbox"/> Time(s) ()
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6. 検査 Laboratory tests				
(1)尿検査 Urinalysis:	糖 glucose	蛋白 protein	潜血 occult blood	
(2)貧血検査 Anemia test	赤沈 ESR	白血球数 WBC count	血色素量 Hemoglobin	貧血 Anemia
(3)肝機能検査 LFT	GPT (ALT)	GOT (AST)	γ-GTP	
	(IU/ l)	(IU/ l)		(IU/ l)

7. 医師の診断・意見 Physician's impression of the applicant's health
継続的治療・投薬の必要性があればその旨ご記入下さい。 Please fill in if the applicant needs regular medication or treatment.

8. 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? 志願者の既往歴、診察・検査の結果から判断して、現在の健康の状況は十分に留学に耐えうるものと思われますか? <input type="checkbox"/> YES (はい) <input type="checkbox"/> NO (いいえ) ※Please be sure to check either "YES" or "NO". If you do not check "YES", the Embassy will NOT accept the application. 必ず「はい」又は「いいえ」にチェックしてください。「はい」にチェックがない場合、大使館は申請を受理しません。	日付 Date
	医師署名 Physician's Signature
	検査施設名 Office/Institution
	所在地 Address

Outline of Young Leaders' Program

1. Objectives

The Young Leaders' Program (YLP) is one of the Japanese Government (MEXT) Scholarship Programs commenced in 2001. YLP aims to contribute to cultivate future national leaders in Asian and other countries, moreover, to contribute to establish friendly relationship among various countries and to improve policy planning activities by forming a network among national leaders through deepening their understanding of Japan.

2. Eligible Countries and Participants

Young public administrators, business managers and legal professionals who are expected to play active roles as future national leaders in Asian and other countries have an eligibility to apply for the YLP program. (See below 3 for Courses, Host Universities and details about eligible participants.)

3. Courses and Host Universities

There are five courses in the YLP Program (Government, Local Governance, Business Administration, Law and Healthcare Administration). All courses commence in September or October, and offer a one-year master's program conducted in English. Students who complete the course are awarded a Master's Degree. The host universities of the courses are as follows:

Courses	Host Universities	Number of Accepted Students Per Year	Eligible Participants (Professional Experience*)
School of Government	National Graduate Institute for Policy Studies (GRIPS)	20	Those who have at least 3 years of full-time work experience (preferably 5 years or more) in public administration
School of Local Governance	National Graduate Institute for Policy Studies (GRIPS)	10	Those who have at least 3 years of full-time work experience (preferably 5 years or more) in public administration
Business Administration	Hitotsubashi University	15	Entrepreneurs, business managers and public officials who have at least 2 years of full-time work experience
Law	Kyushu University	15	Those who have at least 4 years of work experience in a law office or in the legal section of a company or government department
Healthcare Administration	Nagoya University	10	Those who have at least 5 years of full time working experience in healthcare fields in public sector at government department

* Please find more details about eligibility of applicants from the Application Guidelines of each course.

4. Recruitment and Selection

The recruitment of applicants and nomination of candidates to the Embassy of Japan are conducted by the recommending institutions (*). Subsequently, the selection is conducted in the following process.

- (1) First screening by the host universities (through document screening and interview)
- (2) Second screening by the YLP Committee established by MEXT
- (3) Finalization of selection results by MEXT

(* Roles of Recommending Institutions

Recommending institutions are government bodies and relevant organizations in the eligible countries qualified by MEXT to take roles of recruitment and nomination of candidates to the YLP program. MEXT also designates courses of which each recommending institution can nominate candidates. The roles of recommending institutions in the process of recruitment and nomination are as follows (See 'GUIDELINES FOR JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP FOR 2024: YOUNG LEADERS' PROGRAM (YLP) STUDENTS' for more details.):

- Notification about the YLP Program and acceptance of applications
- Selection of candidates to be recommended
- Recommendation of candidates to the Embassy of Japan
- Notification of results to candidates

5. Scholarship Benefits for YLP Students (2024)

- (1) Allowance: 242,000 JPY per month
- (2) Education Fees: Fees for tuition, matriculation and entrance examination are exempted.
- (3) Traveling Costs: Airline tickets from his/her home country to Japan and vice versa are provided.

6. Further Information

For more details about recruitment and curriculum guidelines of each course, please find the latest version of the Application Guidelines. Please also see the following websites for details about each course.

- School of Government and School of Local Governance:
National Graduate Institute for Policy Studies (GRIPS)
https://www.grips.ac.jp/en/education/inter_programs/leader/
- Business Administration
Hitotsubashi University Business School, School of International Corporate Strategy (Hitotsubashi ICS)
<https://www.ics.hub.hit-u.ac.jp/admissions/mba/financing.html>
- Law
Kyushu University, Graduate School of Law
<http://www.law.kyushu-u.ac.jp/programs/english/html/programs-admissions/academic-programs/ylp-ll-m/>
- Healthcare Administration
Nagoya University, Graduate School of Medicine
https://www.med.nagoya-u.ac.jp/medical_E/laboratory/basic-med/social-science/ylp/



Embassy of Japan
Dhaka

No. 358/FO/23

30 July 2023

Note Verbale

The Embassy of Japan presents its compliments to the Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh, and has the honor to inform the latter that the Ministry of Education, Culture, Sports, Science and Technology (Monbukagakusho: MEXT), Government of Japan, would like to offer scholarship to the government officials of Bangladesh under "Young Leaders' Program (YLP) 2024". Recommended officials from (1) the Ministry of Foreign Affairs, (2) the Ministry of Public Administration, (3) the Ministry of Health and Family Welfare, (4) the Bangladesh Economic Zone Authority (BEZA), (5) the Bangladesh Investment Development Authority (BIDA) as well as (6) the Ministry of Law, Justice and Parliamentary Affairs, can pursue their studies in one-year program in Japanese graduate schools. The duration of the program is one year from October 2024 to September 2025. Detailed information and instructions are enclosed herewith.

The Embassy has further the honour to request each of the above mentioned Ministries to recommend, in accordance with enclosed instructions, up to 3 qualified candidates from their officials with their application materials to the Embassy by 05 September 2023. Written examination and interview will be conducted by concerned Japanese universities for final selection.

The Embassy of Japan avails itself of this opportunity to renew to the Ministry of Foreign Affairs the assurance of its highest consideration.

The Ministry of Foreign Affairs
Government of People's Republic of Bangladesh

CC:

1. Secretary, Ministry of Public Administration,
2. Senior Secretary, Ministry of Foreign Affairs
3. Secretary, Ministry of Health and Family Welfare
4. Secretary, the Ministry of Law, Justice and Parliamentary Affairs
5. Executive Chairman, Bangladesh Economic Zone Authority
6. Executive Chairman, Bangladesh Investment Development Authority

Encl:

1. YLP Application Form (School of Government, Law, Medical Administration and Business)
2. Guideline (School of Government, Medical Administration, Law and Business)
3. Recommendation Form
4. Essay Questions (for School of Government, Law and Business)
5. Certificate of Health Format (School of Government and others)
6. Outline of YLP
7. Program guideline (School of Governance and Law)



(Handwritten mark)