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Japan International Cooperation Agency (JICA) Vietnam Office presents its compliments to your esteemed agency and has its honor to inform of the followings as an announcement of JICA-related academic opportunity for high-quality human resource development of the Government of Vietnam (GOV):

The Government of Japan (GOJ), through JICA, introduces the JICA Knowledge Co-Creation Program on "**Legal and Judicial Human Resources Development for Japanese Financial Year 2024**" as a part of Japan's ODA based on bilateral agreement between GOJ and respective recipient Government. The program is to consist of the acceptance of scholar for Master course. Application and Selection procedures of the program is attached General Information Brochure (GI). Every applicant is requested to fill out and submit JICA's Application Form and other required documents to JICA Vietnam Office through his/her Line Agency to the Ministry of Planning and Investment (MPI) by the deadline on **November 08<sup>th</sup>, 2023**.

In this context, it would be highly appreciated if your esteemed agency could encourage potential candidates to apply to the scholarship program above. Please feel free to contact JICA Vietnam Office (*Ms. Nguyet Anh at Tel 024.38315005-8, ext.158; Email: [TranAnh.vt@jica.go.jp](mailto:TranAnh.vt@jica.go.jp)*) for further clarifications/details.

JICA Vietnam Office would like take this opportunity to renew to your esteemed agency the assurances of its highest consideration.

Hanoi, September 26, 2023

JICA Vietnam Office

HIRAOKA Hisakazu  
Senior Representative







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

**GENERAL INFORMATION ON**

**Legal and Judicial Human Resources Development  
(JFY2024-2026)  
JFY2024**

**長期研修「法・司法分野の中核人材(2024～2026年度)」**

***JFY 2024***

Note: The implementation of this program will be officially decided upon official report of its adoption by the Government of Japan.

This information pertains to one of the Japan International Cooperation Agency (JICA)'s Knowledge Co-Creation Program (Long-Term). This handout gives information on the overview of the program.

This program will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both 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 networks. 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.

Each country may have its own schedule and/or qualifications for the program.

With regard to the additional information, please contact JICA overseas office in your country.

## 0. Background

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

The Japanese Cabinet released the Development Cooperation Charter in February 2015, 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.

### **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>

## ***I. Overview***

The proper functioning of legal and judicial systems is the foundation for a society where people can live with ease of mind.

At the same time, it is one of the core elements of nation-building as well as economic development.

For autonomous and sustainable development of legal and judicial sector, it is crucial to have core human resources who understand laws well and are able to enforce them based on a proper legal mind.

JICA has been cooperating legal and judicial human resources. Considering the growing needs for development of such human resources, JICA is now accelerating its activities in this area through collaboration with Japanese universities, aiming to help developing countries retain more trained human resources in their countries.

## ***II. Objectives***

### **1. Overall Goal**

To help improve the legal and judicial systems, which leads to the socio-economic development and the respect for human rights.

### **2. Program Purpose**

To enhance the capacity for improving legal and judicial systems through master's course in Japanese universities, in close collaboration with Japan's technical cooperation project for legal and judicial development.

### **3. Outputs**

- 1) To acquire the capacity to conduct comparative study of laws including Japanese laws.
- 2) To acquire the capacity to propose and apply the result of comparative studies to the legal and judicial system of respective countries.
- 3) To complete all the requirements to obtain the set degree within the given period of time.

### ***III. Program Outline***

The program for JFY 2024 consists of the acceptance of government officials in the legal and judicial sectors. .

The participants are expected to meet all the requirements to obtain a master's degree within the given period of time. After the completion of the program, the participants are expected to contribute to the achievement of the overall goals and impacts of JICA's technical cooperation projects in the target country by continuously participating in the activities of JICA's technical cooperation projects as members of counterparts or the project staffs. In the long-term, this program aims to develop human resources who will become a part of the leadership of the target country to lead the legal and judicial reforms and will contribute to the development of the legal education in the future.

An applicant who is chosen as a candidate as result of the selection at JICA (see **IX 2**) may select a university, to which he/she wishes to apply, from the universities listed in the **Annex 1**.

To be selected as a participant of this program, the candidate must be accepted by the Japanese university to which he/she applies.

During the master's course in the university, the Participant is expected to regularly report the progress of his/her study to JICA.

### ***IV. Duration***

Approximately two (2) years

\*Maximum two and a half years if the candidates are admitted to the universities initially as research students (whose term may last up to six months) and later as regular students (whose term may last up to two years).

In case the candidates are admitted as research students, they are requested to pass an entrance examination to become regular students during their term as research students in accordance with the regulations of the universities. If they fail the examination, the program will be terminated and the students must immediately return to their home countries.

### ***V. Number of participants***

Country	Number of participants	Note
Bangladesh	1	
Brazil	1	
Cambodia	1	from the Ministry of Justice (MOJ) to be recommended by MOJ.
Indonesia	1	
Mongolia	2	
Nepal	1	
Sri Lanka	1	
Timor-Leste	1	
Uzbekistan	1	
Vietnam	1	from the Ministry of Justice (MOJ), Vietnam Communist Party's Central Internal Affairs Committee (CIAC), the Office of the Government (OOG), Supreme People's Court (SPC) or Supreme People's Procuracy (SPP) to be recommended by respective organization.

## ***VI. Language to be used in this Program***

English

## ***VII. Eligibility***

Applicants must satisfy the following requirements:

### **(1) Essential Qualification**

#### **1. Current Duties and Expectation:**

Applicants who are in charge of or have experience in works related to laws or judiciary in various sectors, with the potential to lead legal and judicial reforms, as well as to contribute to the development of legal sector in the future.

#### **2. Experience in the relevant field (including project participation):**

Applicants who have more than 2 years' experience in the above-mentioned field. (As of April 1st 2024)



**3. Knowledge in the fields of the research:**

All applicants must have sufficient knowledge in the fields of the research.  
(Competition Law or law in general).

**4. Nationality:**

Citizens of applicable countries (Countries which listed in “V. Number of participants”)

**5. Age:**

Less than forty (40) years old in principle (As of April 1st 2024)

**6. Educational Background:**

All applicants must have a bachelor's degree or equivalent.

**7. Language:**

TOEFL IBT: 80

IELTS: 6.0

This program may include active participation in discussions and the submission of academic paper, which requires high competence of English ability. Please attach an official certificate for English ability such as TOEFL, IELTS, etc., if possible. Applicants who do not possess the abovementioned scores may also apply to the program.

Note: Several universities require candidates to submit English proficiency scores or to show the level of English proficiency by other means. Please check language requirements of each university in **ANNEX1**.

**8. Health:**

All applicants must be in good health, both physically and mentally, to participate in the program in Japan.

**9. Others:**

All applicants must not receive another scholarship during the program.

## (2) Recommended Qualifications

### 1. Gender Consideration:

JICA is promoting gender equality. Women are encouraged to apply for the program as there have been more men than women among candidates in the past.

Note: The selection process will not be affected by applicants' gender.

### 2. Career after the Participation to the Program:

Applicants who are expected to work in the same organizations for more than 3 years.

## ***VIII. Admissions***

The candidate must be accepted by a university through its regular application procedure including examinations in order to become a participant of the program.

## ***IX. Application Guidelines***

### 1. Required Documents for Application

(1) **Application Form:** The Application Form is available at the JICA each overseas office.

(2) **Photocopy of passport:** to be submitted with the application form, if you already possess your passport which you will carry when entering Japan for this program. If not, you are requested to submit its photocopy as soon as you obtain your passport.

\*Photocopy should include the followings:

Name, Date of birth, Nationality, Sex, Passport number and Expire date.

(3) **Nominee's English Score Sheet:** to be submitted with the application form, if you have any official documentation of English ability. (e.g., TOEFL, IELTS)

- (4) **Official academic transcripts or certified copy of the original transcripts issued by the universities:** to be submitted with the application form.
- (5) **Health certificate (To be submitted later):** If candidates pass the university examination, health certificates with JICA format will be required. Without the certificates, admission might be rejected.
- (6) **Field of Study and Research Plan:** to be submitted with the Application Form. Please fill in the attached form to describe your field of study and research plan (**ANNEX 2**).

## **2. Procedures for Application and Selection :**

(1) **Submission of the Application Documents to JICA:** Closing date for applications: **November.8th, 2023** –

(2) **Selection at JICA:**

After receiving the documents for each applicant through proper channels from the government, JICA will select from the proposed applicants candidates eligible for application to a university. Selection will be made by JICA. Qualifications of applicants who belong to the military or other military-related organizations and/or who are enlisted in the military will be examined by the Government of Japan on a case-by-case basis, consistent with the Development Cooperation Charter of Japan, taking into consideration their duties, positions in the organization, and other relevant information in a comprehensive manner.

(3) **Pre-matching:**

Before submitting the application documents to a university, the candidate must conduct pre-matching with one or several universities listed in **Annex I**. (The details on this procedure will be provided later to the candidate.)

(4) **Admission by a university:**

After the pre-matching procedure, the candidate is expected to submit necessary application documents to one of the universities with which the pre-matching result was successful. Please kindly note that JICA cannot guarantee the acceptance by the university and the university might reject

the candidate. The candidates must follow the universities' official application procedures after which the final decision on each application is made by the universities.

**(5) Notice of Acceptance**

After confirming admission by the university, the notice of acceptance will be issued.

## ***X. Schedule***

Date	Process
<b>By November 8<sup>th</sup> 2023</b>	Nomination of the proposed applicants in respective organizations
	Selection of the proposed applicants by responsible organization in each country
	“Application Documents” must be submitted to JICA office
By the end of December, 2023	Selection by JICA
	Notification of the result of selection through JICA office
By the end of January, 2024	Pre-matching with universities
February-July (approximately), 2024(*)	Preparation for application to universities by the candidate
	University’s application procedure
After the application procedure by the university	Preparation for application documents to submit to universities by the candidates
August – October 2024	Orientation by JICA
	Arrival in Japan
	Beginning of Term

\*Schedule for the application and examination depends on each university (see ANNEX1).

## ***XI. Expenses To Be Borne By JICA***

Under the JICA Long-term Trainee Allowance standards, JICA will cover expenses and allowance to participants accepted for the program. See the table below for further details. Note that most of the payments (e.g. for tuition, research support expenses, school support expenses) will not be paid to the training participants themselves, but directly to the university or other relevant institutions.

<b>Expense category</b>	<b>Payment amount</b>	<b>Payment frequency</b>
Tuition (official 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 strongly recommended to bring cash for your expenses during the period.

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

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

## **XII. 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.

### **XIII. 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 discontinue the program, should the participant violate Japanese laws or JICA's regulations, or commit illegal or immoral conduct, or become critically ill or seriously injured and be considered unable to continue the course. The participants shall 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,"
11. 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,
12. not to drive a car or motorbike, regardless of an international driving license possessed,
  13. to observe the rules and regulations at the place of the participants' accommodation,
  14. to refund allowances or other benefits paid by JICA in the case of a change in schedule,
  15. 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,
  16. to submit a Health Certificate in JICA format at the participant's expense. The certificate must be the results of health check-up taken after the participant receive an acceptance notice from JICA),
  17. to accept to submit a second Health Certificate in JICA format if the participant will not be able to arrive within 6 months from the date of his/her first medical examination. The cost of the Health Certificate will be borne by the participant.
  18. 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,
  19. not to be receiving nor plan to receive another scholarship during the program,
  20. to understand not to make other applications for different JICA training courses at the same time, and
  21. to understand that the maximum duration of "Overseas research" and "Temporary Leave (leaving Japan for private purpose)" is 60 days, in principle.
  22. to accept to take tuberculosis related inspections organized by JICA after arriving in Japan and to submit the results to JICA and university.





***CORRESPONDENCE***

For enquiries and further information, please contact the JICA office.

