



# **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**

**[GI for CJLV]**

**長期研修「法・司法分野の中核人材(2024～2026年度)」**

**JFY 2024**

**[CJLV 向け GI]**

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 in Vietnam. 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 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.

Applicants from Center for Japanese Law in Vietnam (CJLV) must apply to Nagoya University Graduate School of Law and pass the entrance examination in order to participate in the program.

In addition to the programs in the master's courses, the activities such as the participation to short-term training programs for JICA's technical cooperation programs as observers will

be planned to enrich the participants' academic and personal experience of their courses of studies at the universities. The participants are also expected to regularly report to the progress of their studies to JICA, including the experts of JICA's technical cooperation project.

## **IV. Duration**

Two (2) years.

## **V. Number of participants from Vietnam(CJLV)**

- Two (2)~Three(3) participants from Center for Japanese Law in Vietnam (CJLV) graduates (or graduate candidates) to be recommended by MOJ

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

Japanese

## **VII. Eligibility**

Applicants must satisfy the following requirements:

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

#### **1. Educational Background:**

All applicants must have graduated or be scheduled to graduate from both CJLV and Hanoi Law University.

#### **2. Knowledge in the fields of the research:**

All applicants must have sufficient knowledge in the fields of the research (Mainly law on civil affairs or law on public affairs).

#### **3. Nationality:**

Citizens of the Socialist Republic of Vietnam

#### **4. Age:**

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

#### **5. Language:**

Japanese

Applicants must have adequate competent Japanese skills both in written and oral communication such as Japanese-Language Proficiency **Test N2 or equivalent level**.

This program includes active participation in discussions and the submission of academic paper, which requires high competence of Japanese ability. Attach an official certificate for Japanese ability, if possible. Applicants who do not possess the abovementioned certificates may also apply to the program.

6. **Health:**

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

7. **Others:**

All applicants must not receive another scholarship during the program.

(2) **Recommendable 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 field of the legal and judicial sector for more than 3 years.

## ***VIII. Admissions***

The applicant must be accepted by Nagoya University Graduate School of Law through its regular application procedure including the examination in order to become a participant of the program.

**Applicants who apply to Nagoya University (Japanese course) needs to take examination (推薦試験). Applicants have responsibility to confirm details.**

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

1. **Required Documents for Application**

The document (1)~(4) must be submitted to JICA Vietnam office through diplomatic channel, or Ministry of Planning and Investment in Vietnam by **December 15th, 2023**.

(1) **Application Form:** The Application Form is available at JICA Vietnam 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 Expiry date.

(3) **Nominee's Japanese proficiency certificate:** to be submitted with the application form, if you have any official documentation of Japanese ability.

- (4) **Official academic transcripts or certified copy of the original transcripts issued by both CJLV and Hanoi Law University:** to be submitted with the application form. The document (5) and (6) must be submitted to JICA Vietnam office directly from CJLV designated lecturers via e-mail by **January 5th, 2024**
- (5) **Field of Study and Research Plan (To be submitted by January 5th, 2024.):** A CJLV designated lecturer must directly send by email all applicants' documents regarding field of study and research plan (same documents submitted to Nagoya University Graduate School of Law) to JICA Vietnam Office .
- (6) **Evaluation Report of Academic Performance (学習の評価に関する内申書 in Japanese) (To be submitted by January 5th, 2024.):** A CJLV designated lecturer must directly send to JICA Vietnam Office by email all applicants' Evaluation Report of Academic Performance written by a CJLV designated lecturer (or another person responsible for submitting these documents to Nagoya University Graduate School of Law).
- Note: The abovementioned documents ((1), (3), (4), (5), (6)) submitted to JICA will be shared with JICA's long-term experts for the technical cooperation project "Enhancing the quality and efficiency of developing and implementing laws in Vietnam" for the sole purpose of selection at JICA.
- (7) **Health certificate (To be submitted later):** If the candidate passes the university examination, health certificates with JICA format need to be submitted to JICA. Without the certificates, admission might be rejected.

## 2. Procedures for Application and Selection :

### (1) Submission of the Application Documents (1(1)~(4) to JICA):

Closing date for applications: **December 15<sup>th</sup>, 2023**

### (2) Selection at JICA:

After receiving the documents for each applicant through proper channels from the government and receiving the documents of "Field of Study and Research Plan" and "Recommendation Letter", JICA will select from the proposed applicants eligible for participating in the program. 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) Admission by Nagoya University:

During the selection process at JICA, the applicants are expected to take the examination of Nagoya University Graduate School of Law. Please kindly note that JICA cannot guarantee the acceptance by Nagoya University and Nagoya University might reject the applicants. The applicants must follow the university's application procedures.

### (4) Notice of Acceptance

After the successful nomination by Nagoya University Graduate School of Law, the notice of acceptance as JICA long-term participant will be issued to a successful applicant by the beginning of April, 2023.

## X. Schedule

| Date  | Process   |
|---|---|
| By <b>December 15<sup>th</sup>, 2023</b>                    | “Application Documents( <b>IX1(1)~(4)</b> )” must be submitted to JICA Vietnam office |
| By <b>January 5<sup>th</sup>, 2024</b>                      | “Application Documents( <b>IX1(5)(6)</b> )” must be submitted to JICA.                |
| Around the middle of January, 2024 – the end of March, 2024 | Selection by JICA<br>※ Online interview will be conducted if necessary.               |
| By the beginning of April, 2024                             | The notice of acceptance as JICA long-term participant                                |
| April - September, 2024                                     | Preparation for study in Nagoya University.   |
| August – October 2024                                       | Orientation by JICA   |
|   | Arrival in Japan  |
|   | Beginning of Term   |

## 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.

| Expense category  | Payment amount                 | Payment frequency                          |
|---|--------------------------------|--|
| 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 is 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

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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,  
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- (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.

