

Application Guidelines  
on the Project for the Promotion and  
Enhancement of the Afghan Capacity  
for Effective Development (PEACE)





<b>Contents</b>	<b>Page</b>
<b>Section 1: Application Guidelines</b>	
1. Background	1
2. Objectives	1
3. Framework of the Project	2
4. Operating Committee	2
5. Qualifications and Requirements of Applicant	3
6. Application and Selection Procedures	5
7. List of Application Documents	7
8. Important Reminders on Applications & Screenings	8
9. Allowance to be Covered for the Participants (as of April 2011)	9
10. Guideline for writing a Research Plan	10
11. Inquiry	12
Annex	13
Annex 1	14
Annex 2	21
<b>Section 2: University Information</b>	
1. List of University for PEACE	23
2. The location of University for PEACE	31
3. Information of Universities	33

## Section 1: Application Guidelines

### 1. Background

In align with the Afghanistan National Development Strategy (ANDS), the Government of Afghanistan has strengthened the Afghan-led and Afghan-own cluster approach since the London Conference. At the Kabul Conference on July 20, 2010, the Government of Afghanistan and the international community endorsed the national programs which were scrutinized by the effective cluster approach.

Among the key development fields, “Infrastructure Development” and “Agriculture and Rural Development” are significant fields for the improvement of the lives of the people of Afghanistan. Thus, the Government of Afghanistan tries to accelerate the development through the cluster approach, however, facing the lack of human resource and institution capacity of the relevant ministries/authorities/universities.

In this situation, both the Government of Afghanistan and the Government of Japan/ Japan International Cooperation Agency (hereinafter referred to as “JICA”) shares the same vision of the importance of the Afghan ownership and cluster approach, which would lead the infrastructure development and agriculture and rural development projects. The Government of Japan/JICA is supposed to conduct several projects such as Kabul Metropolitan Area Development in line with those priorities and cluster approach. For the purpose of tangible and fruitful implementation of those expected projects, it would be essential to have capable and well-educated human resources in the line ministries in Afghanistan. Currently, however, Afghanistan suffers serious shortfall of such workforce among related ministries, which hampers the proper and effective project implementation and spontaneous development.

Under these circumstances, the Project for the Promotion and Enhancement of the Afghan Capacity for Effective Development (PEACE) (hereinafter referred to as “the Project”) was established by JICA as a technical cooperation project in the Islamic Republic of Afghanistan in 2011.

### 2. Objectives

The Project consists of several prospective fields of study, which are based on needs of relevant ministries/authorities/universities mainly belonging to the “Infrastructure Development” and “Agriculture and Rural Development” clusters. In Afghanistan, 74 prospective fields of study have been settled, which were confirmed as being indispensable to the socio-economic development of Afghanistan through the preliminary survey conducted by JICA. The applicants of the Project are selected from the relevant ministries/authorities/universities, most of which belong to the said 2 clusters. For details, please refer to the **List of University for PEACE and University Information. (Section 2)**

On the other hand, Japanese universities are allocated in each prospective field of study, which will provide the participants with educational programs corresponded to the needs of Afghanistan.

The objective of the Project is to support human resource development of Afghanistan that

receives Japanese technical cooperation project, **targeting highly capable, young government officials and university faculty members**, who are expected to engage in formulating and implementing socio-economic development plans and become leaders in Afghanistan. Participants of the Project shall contribute to expanded and enhanced foundation for bilateral relations between Afghanistan and Japan, as persons having well-rounded knowledge of Japan.

Participants of the Project will acquire expert knowledge, conduct research, and build human networks through the study at Master's course in Japanese universities, and are expected to use such knowledge to take an active role in practically solving issues of the socio-economic development issues that Afghanistan is facing.

### 3. Framework of the Project

For details, please see Annex I.

### 4. Operating Committee

Operating Committee (O/C) is a decision-making committee of the Project. It consists of representatives from both Afghanistan and Japanese governments.

#### <Government of Afghanistan>

- Ministry of Higher Education  
(Vice Chairperson)
- Independent Administrative Reform and  
Civil Service Commission (IARCSC)

#### <Government of Japan>

- JICA Afghanistan Office  
(Chairperson)
- Embassy of Japan in Afghanistan

Chief coordinator and other coordinator(s) are assigned as members of the Project Office for the smooth implementation of the Project.

## 5. Qualifications and Requirements of Applicant

Applicant must satisfy the following requirements.

◆ Nationality	Citizens of Afghanistan
◆ Age	Between 22 and 39 years old as of April 1st, 2012 (Born on/after April 2nd, 1972 and born on/before April 1st, 1989)
◆ Academic Background	Has at least 16 years of academic background or equivalent with a Bachelor's degree from universities authorized by the Government of Afghanistan or other countries.
◆ Working Experience/Status  **Please see page 4	1. Must be a <b>civil servant</b> (permanent/contract basis/new recruited staff) in the relevant ministries OR 2. Must be a <b>faculty member</b> (permanent/contract basis/new recruited staff) in the Universities under Ministry of Higher Education
◆ English Proficiency	To have both written and oral communication skills in English to a level sufficient for study in Japan
◆ Health Condition	Mentally and physically in good health
◆ Ineligibility	Following persons are <b>not</b> able to apply. a. Currently awarded or scheduled to receive another scholarship through other foreign assistance b. Military personnel
◆ Others	◇ Women and provincial civil servants / faculty members in ministries/authorities/universities are strongly encouraged to apply. ◇ The participants are obliged to return to Afghanistan on their graduation in order to make a contribution to the development of Afghanistan through their work in the relevant ministries/authorities/ universities. ◇ The successful applicants will be required to sign a pledge on the conditions deemed necessary as participants under the Project. (Annex 2)

**Those who are working under following organization will be accepted to apply for PEACE 2011.**

**Civil Servant who are under Relevant Ministries**

- Ministry of Mines
- Ministry of Transportation and Civil Aviation
- Ministry of Public Works
- Ministry of Energy and Water
- Ministry of Urban Development Affairs
- Kabul Municipality
- Dehsabz City Development Authority
- Ministry of Agriculture, Irrigation and Livestock
- Ministry of Rural Rehabilitation and Development
- Ministry of Counter Narcotics
- Ministry of Foreign Affairs
- Ministry of Finance

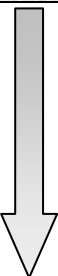
**Faculty Member who are working in following department under National Universities**

- Department of Agriculture
- Department of Veterinary medicine
- Department of Engineering

## 6. Application and Selection Procedures

### Completion of Application Documents

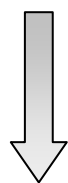
- ◆ Select one of the “Prospective Field of Study” based on the relevant ministries /authorities/ universities which you belong to.
- ◆ Fill out all sections of the application form in English.
- ◆ Application form must be attached with required documents mentioned in “8. List of Application Documents”. The documents must be issued in English or accompanied by a certified English translation.



### Submission of Application Documents

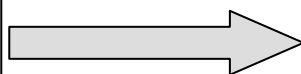
Applicants

*By June 12th*



- ◆ Submit application forms and required documents to the department / officer in charge of the Project in your organization by **3pm June 12(Sunday), 2011**.
- ◆ Late submissions and/or incomplete documentations shall NOT be accepted.
- ◆ Application documents will NOT be returned for any reason.

Relevant ministries /  
authorities/universitie



JICA PEACE Project Office



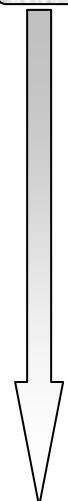
### 1<sup>st</sup> Selection: Application Document Screening by Project Team

- ◆ Project Team carries out qualification screening and checks all required documents.



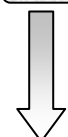
### 2<sup>nd</sup> Selection: English, Science and Math Examinations

- ◆ Every qualified applicant will be required to take an English examination as well as Science and Math examinations (when required by Japanese university) in Kabul **at the end of June 2011**. The details shall be provided by the JICA PEACE Project Office accordingly.
- ◆ TOEFL score of 500 or higher is preferred.
- ◆ Science examination consists of physics, chemistry and biology, whereas math one fraction with square root, matrix, probability, equation, progression, vector, function with derivative, etc.
- ◆ The scores will be used as reference of the accepting universities for the application document screening at the time of 3rd Selection.
- ◆ **NO inquiry will be accepted for any reason.**



### 3<sup>rd</sup> Selection: Application Document Screening by Japanese Universities

- Application documents will be screened by Japanese universities.
- ◆ Only successful applicants will be informed **at middle of July 2011**.
  - ◆ **NO inquiry will be accepted for any reason.**



#### 4<sup>th</sup> Selection: Interview by Japanese Universities

- ◆ Each applicant will be interviewed through TV conference in Kabul with the professor from the Japanese university **from the middle of July through the beginning of August 2011.**
- ◆ **NO inquiry will be accepted for any reason.**

#### Final Selection: Confirmation of Successful Applicants

- ◆ The Operating Committee of the Project in Afghanistan will finalize the candidates **at the middle of August and at the middle of September 2011.** **Successful candidates are requested to take the medical check-up borne by the Government of Afghanistan.**
- ◆ All applicants taking the final selection will be informed the result **at the middle of August and at the middle of September 2011.** **NO inquiry will be accepted for any reason.**
- ◆ Each successful candidate will be requested to sign and submit pledges to comply with the conditions and rules as participants under the Project.

#### Application to the Accepting University

- ◆ Successful candidates will be required to prepare the documents for the university. It is only upon admission to the university that each candidate will be considered as a participant under the Project. The JICA PEACE Project Office will support the necessary university admission procedures.
- ◆ Participants are also requested to fill out and submit an application form prescribed by JICA for the registration as JICA participants.

#### Pre-departure Orientation

- ◆ Successful candidates must participate in pre-departure orientation programs in Afghanistan.

#### After arrival in Japan

- ◆ Participants are scheduled to arrive in Japan **at the end of September or after October 2011**, prior to their enrollment into Japanese universities.
- ◆ Participants must participate in briefing and orientation programs after their arrival in Japan.
- ◆ Participants will enter into each Japanese university **after October 2011**, depending on the schedule designated by the Japanese universities.
- ◆ Participants who will start their study as research students are requested to take an examination for a Master's course after maximum 1 year preparatory period designated by their university. Should they fail the examination, participants are obliged to return to Afghanistan with a certificate to complete a training program provided by JICA.

\*During the period of the selection and the pre-departure orientation, domestic transportation to/from Kabul and accommodation allowance in Afghanistan will be borne by the Government of Afghanistan.

## 7. List of Application Documents

Documents	Note	Necessary Sets
List of Application Documents to be submitted	<ul style="list-style-type: none"> <li>◆ Must be checked before submission of all necessary documents.</li> </ul>	1 original.
Application Form (Prescribed form) With Photo (4 x 3 cm)	<ul style="list-style-type: none"> <li>◆ Photo must be pasted on each set.</li> <li>Photos must be taken within the past 3 months.</li> </ul>	1 original and 3 copy sets
Graduation certificate	<ul style="list-style-type: none"> <li>◆ The graduation certificate must be written in English which has to be certified by the Ministry of Higher Education.</li> </ul>	1 certified and 3 copies
Academic Transcript	<ul style="list-style-type: none"> <li>◆ The Academic Transcript must be written in English which has to be certified by the Ministry of Higher Education, and contain all the grades earned in the university.</li> </ul>	1 certified and 3 copies
Reference letter (Prescribed form)	<ul style="list-style-type: none"> <li>◆ Filled-up by a current employer / authorized officer (must be your supervisor).</li> <li>◆ Only the <b>sealed envelope</b> will be accepted.</li> <li>◆ Must be written in English or accompanied with an official English translation</li> </ul>	1 original in the sealed envelope.
ID with your photo (Passport, etc.)	<ul style="list-style-type: none"> <li>◆ Certified English translation must be attached with a copy of ID if not written in English.</li> </ul>	3 copies
Registration form (Prescribed form)	<ul style="list-style-type: none"> <li>◆ Paste a photo (4 X 3 cm) on the form</li> </ul>	1 original has to be submitted.
Questionnaire (Prescribed form)	<ul style="list-style-type: none"> <li>◆ "Medical History and Present Health Condition"</li> </ul>	1 original has to be submitted.
Photo(4 cm x 3 cm)	<ul style="list-style-type: none"> <li>◆ Write your name on the back side of the photo.</li> <li>◆ It must be taken within the past three months.</li> </ul>	10 photos

\*Make sure that you keep your own extra photocopy of the application documents.

(Except for Reference letter and Registration form before submission)

## **8.Important Reminders on Applications & Screenings**

### **A. University to apply**

Before filling out application documents, it is recommended to read “University Information” carefully to make sure if you’re applying university has curriculums and faculty members to match your research plan in your desired prospective field of study.

Applicants can acquire more information in the website of each university or visit JICA PEACE Project Office.

### **B. Application documents**

Application documents will not be returned for any reason. Incomplete application documents shall NOT be accepted.

### **C. Research Plan**

It is highly recommended that the objective of the research plan be essential to applying for prospective field of study, as well as to rationalize how the study will be addressed in accordance with the future plan, corresponding to the current work and organization to which the applicant belongs.

### **D. Selection results**

Selection results will be notified from JICA PEACE Project Office only. Any inquiries on the results by applicants shall NOT be entertained.

### 9. Allowance to be Covered for the Participants (as of April 2011)

The following allowances will be covered for the participants under the Project.

Items	Expenses to be covered	Frequency	Notes
Expenses for university (tuition fees, etc.)	actual expenses	per semester	
Living allowance	¥152,000 ~¥155,000 (USD 1,858~1,894) per month	Monthly allowances paid bi-monthly sums per participant	The amount varies depending on the regions where participants live in Japan.
Airfare	actual expenses	One round trip between Afghanistan and Japan per participant	The airfare on arrival in /departure from Japan is covered by the Project.
Arrival allowance	The upper limit is ¥100,000 (USD1,206)	Once on arrival in Japan per participant	Arrival allowance is ¥100,000 (USD 1,206)
One-time settle-in allowance	¥210,000 (USD 2,534)	Once when upfront payment is required for housing	The amount depends on regions for participants to live in. e.g. ¥310,000(USD 3,741) for participants living in Kansai region
Book allowance	¥30,000 (USD 362)	Once a year per participant	
Traveling and Seminar allowance	¥50,000 (USD 603)	Once a year per participant	
Shipping allowance	¥5,300 (USD 64)	Once on arrival in Japan per participant	This allowance is used for returning to Afghanistan, and included as a part of arrival allowance.

\* As per exchange rate designated by JICA, USD 1 is equivalent of Japanese Yen 81.96 as of May. 2011.

\* The amount is subject to change.

\* The allowance for inviting family members (spouse, child(ren), etc.) to Japan is NOT provided, so all the expenses and measures on it should be borne and taken by participants. JICA takes no responsibility for it. (It depends on the rules and regulations of each Japanese university whether and when they can invite their family members.)

## 10. Guideline for Writing a Research Plan

### I. A guideline for writing a research plan

The main purpose of the Project is to help its participants acquire the skills and knowledge that will strengthen their capacity to participate more effectively in the processes of making, implementing and evaluating public policies for enhancing the socio-economic development in Afghanistan.

The research for Master's thesis is a main mechanism to achieve that goal. Therefore it is important that research plans for Master's theses address the issues and problems important for socio-economic development in Afghanistan or alternatively address the global issues closely related to socio-economic development in Afghanistan. The research undertaken for Master's thesis is not an isolated individual endeavor. It is a part of the attempt of a large number of policy makers, researchers, individuals and organizations to identify important policy problems of socio-economic development and evaluate various policy options for resolving these problems. Participants are off-duty from daily obligations during their study in Master's degree program. But its main purpose is certainly not to release its participants from the need to think about the problems and issues of their countries but to give them freedom and time to reexamine the problems systematically in coherent theoretical and empirical frameworks with the skills and knowledge they acquire during their study.

The research plan you submit for application is not expected to be final. On the contrary, it will be revised many times during the course of your study in line with "Prospective Field of Study".

But then, what is the purpose of the research plan? Its purpose is to help its readers (faculty members of graduate schools) evaluate the significance and potentiality of your research plan. Readers generally pay attention to the following points:

- (1) Does your research plan address important policy questions of your country? Does it provide convincing reason why research questions described in your research plan are important or will be important in the future? (Try to answer these questions by checking policy discussions and documents as carefully as possible and finding the important policy questions yet to be resolved.)
- (2) Does the research plan show that you are strongly motivated to implement the research successfully? Who will benefit from the result of your research? Will the result of your research contribute to solving or clarifying policy questions important for your country? Does the research help you participate more effectively in the development process of your country, particularly in the policy making process after your graduation? (Include the information about your responsibilities in the government.)
- (3) Is your academic background strong enough to implement your research plan? Is your job experience sufficiently rich to improve your research plan during the course of your study? (Not necessary if other application material is good enough to show that the answers are positive.)
- (4) Is your research plan supported by the program of the graduate school you are applying for? (A brief comment will be sufficient in most areas of studies, but is necessary.)

(5) Are the research questions academically interesting? Are they academically challenging? (Do not worry about this point even if you have strong academic background in the research topic you are going to undertake.)

The five points described above are more or less common to all the field of graduate study under the Project. The importance of each point, however, depends on the prospective field of study, particularly on the exact characteristics of the graduate school program you are applying for. Some graduate programs may require more specific information about the data and method of analysis. Therefore it is essential that you read carefully "University Information" as well as web-site of the university and that you write your research plan after taking into account fully the requirements and characteristics of the graduate program. It should be noted that if you are accepted as a participant, then writing a research plan is the start of your research. It is strongly recommended that you continue to improve your research plan before coming to Japan for study.

## II. Structure of the Research Plan (Example)

In addition to the above-mentioned points, it is recommended to contain at least the following elements on your research plan.

- ✓ Title
- ✓ Instruction (e.g. Background, Motivation)
- ✓ Statement of the problem, Purpose of the study
- ✓ Outline and Methodology of Research (e.g. How to research, analyse, and carry out)
- ✓ Expected Outcome and How to Utilize after Returned

### <Example: Structure of Research Plan>

#### Background of the Research

- What is the problem on your research topic?
- Why did you choose the topic?
- What have you found/learned through your work experience in the prospective field of study?
- What career/background do you have enough to pursue the research?
- Why did you choose Japan/ your preferred University to research the topic?

↓

#### Purpose of the Research

- What do you want to study in Japan/ your preferred University?
- What is the purpose of your research?
- How do you estimate the meaning/significance of your research?

↓

#### Methodology of the Research

- How, When, Where do you carry out the research?
- What data do you need? From whom/where?
- What do you want to learn from Japan?

↓

**Expected Outcome of the Research**

- What do you expect to find/learn from your research?
- What is your future plan? How will you utilize your research outcome to solve the problem mentioned above in your workplace after you return?
- How does your research outcome contribute to improving the situation in the prospective field of study in Afghanistan?

**11. Inquiry**

**JICA PEACE Project Office in Afghanistan  
(Ministry of Higher Education)**

Karte 4, Kabul, Afghanistan

TEL/FAX: 0793717052 / 0794628472

Office Hours: Saturday to Wednesday 8:30 to 12:00, 13:00 to 15:30

(Except Government Holidays)

Visit PEACE Project website;

**[http://sv2.jice.org/afghanistan\\_peace/application/](http://sv2.jice.org/afghanistan_peace/application/)**

to obtain information of PEACE Project and to download Application form.

# Annex

Annex I : Framework of PEACE

Annex II : Pledge

## **Framework of the Project for the Promotion and Enhancement of the Afghan Capacity for Effective Development (PEACE)**

### **1. Background**

Based on the Afghanistan National Development Strategy (ANDS), the Government of Afghanistan has been promoting nation-building with relevant ministries in each development area. The Government of Japan and Japan International Cooperation Agency (hereinafter referred to as "JICA") have supported this endeavor in various areas, while respecting the ownership of the Afghanistan side. Specifically, JICA considers "Infrastructure Development" and "Agriculture and Rural Development" as the most important areas for the development of Afghanistan.

Under these circumstances, the Minister for Foreign Affairs of Japan announced at the Kabul Conference on July 20, 2010 a plan to support human resource development for a maximum of 500 Afghan civil servants in the fields of agriculture and engineering. After the announcement, the Government of Afghanistan submitted an official request to the Government of Japan.

### **2. Objective**

The objective of the Project for the Promotion and Enhancement of the Afghan Capacity for Effective Development (PEACE) (hereinafter referred to as "the Project") is to develop the capacity of civil servants who are expected to play a key role in promoting development by providing them with an opportunity to study in a Master's course in the areas of "Infrastructure Development" or "Agriculture and Rural Development" in a Japanese university. These two areas are considered by the Afghan Government to be critical for the country's economic development, and are also deemed priority areas for assistance by the Government of Japan and JICA.

After returning to Afghanistan, participants in the Project who will study in Japan are expected to provide solutions to the development issues which Afghanistan has been facing in those two areas. Participants are also expected to contribute to the enhancement of the friendship between Afghanistan and Japan through their understanding of Japan.

The prominent characteristic of this technical cooperation project is the development of human resources that will contribute to "Infrastructure Development" and "Agriculture and Rural Development". These two major areas are critical to the economic development of Afghanistan while the Government of Japan and JICA also consider them as priority targeted areas. The Project also intends to strengthen the institutional capacity of relevant ministries/authorities/universities by linking up with their human resource development plan and supporting trained officials upon their return to respective ministries in practicing what they have learned.

### **3. Project Title**

Project for the Promotion and Enhancement of the Afghan Capacity for Effective Development (PEACE)

**4. Duration of the Project**

From February 2011 to April 2019

\* The dispatch of Afghan participants to Japanese universities is divided into 5 groups within 5 years from the year 2011 to 2015. The final group of Afghan participants has to finish their study and leave Japan by March of 2019.

**5. Prospective fields of study**

Since “Infrastructure Development” and “Agriculture and Rural Development” are JICA’s priority areas in assisting Afghanistan, the Project intends to primarily accept participants who wish to study in the fields of engineering or agriculture. Also, some fields in social science are included, as non-engineering civil servants will be targeted. The expected proportion of these three majors is: 40% for engineering, 40% for agriculture, and 20% for social science. (This proportion can be changed depending on the selection result of the participants.)

The Project’s procedure for agreeing upon the prospective fields of study is as follows:

- 1) Relevant ministries/authorities/universities in Afghanistan propose their prospective fields of study;
- 2) JICA examines the proposed prospective fields of study to confirm their relevancy to JICA’s priority areas;
- 3) JICA consults with Japanese universities to confirm their capability /willingness to take on the proposed prospective fields of study; and
- 4) JICA and relevant ministries/authorities/universities in Afghanistan agree on the prospective fields of study.

**6. Targeted degree in Japan**

In order to effectively achieve the development of human resources in Afghan ministries/authorities/universities engaging in the development in the respective areas, the Project principally provides participants with the opportunity to study in a Master’s course program in English.

On the other hand, “college student” visa will be issued for the participants, and they will get the status of residence as a “college student” as listed in Attached Table 1 of the Immigration Control and Refugee Recognition Act of the Government of Japan.

**7. Number of participants**

500 maximum (sent in 5 groups)

**8. Targeted participants**

- Civil servants /contract workers in the relevant ministries/authorities of the Government of Afghanistan listed below;
- Faculty members (including contracted ones) working for the universities listed below; and
- Prospective civil servants/contract workers or faculty members who are scheduled to start working for the relevant ministries/authorities/universities listed below.

(The above participants are mandated to work for ministries/authorities/universities in Afghanistan after the completion of their study in Japan. Women and provincial civil servants/contract workers or faculty members in ministries/authorities/universities are strongly encouraged to apply.)

- 1) Relevant ministries/authorities: Ministry of Mines, Ministry of Public Works, Ministry of Energy and Water, Ministry of Urban Development Affairs, Ministry of Transportation and Civil Aviation, Kabul Municipality, Dehsabz City Development Authority, Ministry of Agriculture, Irrigation and Livestock, Ministry of Rural Rehabilitation and Development, Ministry of Counter Narcotics, Ministry of Foreign Affairs, and Ministry of Finance
- 2) Faculty of Agriculture /Veterinary or Faculty of Engineering at national universities, supervised by the Ministry of Higher Education

**9. Qualifications**

- 1) Nationality : Citizens of Afghanistan;
- 2) Age : between 22 and 39 years old as of April 1 in the year of the participants' arrival in Japan in principle;
- 3) Military personnel are NOT allowed to apply;
- 4) Applicants must have a clear understanding of the objective of the Project, as well as clear visions for their contribution to the development of Afghanistan after the completion of their study and their return;
- 5) In principle, applicants must NOT be those who are currently awarded or scheduled to receive another scholarship through other foreign assistance;
- 6) Health condition: mentally and physically in good health;
- 7) English proficiency: to have a good command of English to a level sufficient for study in Japan as participants; and
- 8) Applicants must be either civil servants (including contracted workers) in the Government of Afghanistan, faculty members (including contracted ones) of agriculture/veterinary or engineering in a national university supervised by the Ministry of Higher Education, or prospective civil servants (including contracted workers) or faculty members (including contracted ones) whose appointments are guaranteed in writing by the respective organization.
- 9) To be eligible for the participation of this project, applicant must be in good condition physically and mentally since the time of application to the time of return to the home country after completion of his/her course in Japan. At the time that his/her participation is approved, the participant must dedicate himself/herself to the study program of the university he/she attends to. Therefore, in case there is a drastic change in fellow's health condition (e.g. pregnancy, etc.) before his/her departure to Japan, and if university considers his/her condition not suitable for the pursuit of academic goal, his/her participation may be

cancelled, based on the decision/guidance of university.

## **10. Selection process**

The selection process for participants in the Project is shown below (selection criteria are set forth from 2 to 6).

- 1) Relevant ministries/authorities/universities in Afghanistan nominate applicants (around 235 per year) on a merit basis. If necessary, JICA is involved in the nomination of applicants. From the selection of 2<sup>nd</sup> group of participants, the possibility of recruiting applicants through public announcement will be examined;
  - 2) First selection: Application documents screening based on qualifications  
(The reason for applying, research plan, curriculum vitae and submitted documents are examined by JICA.) ;
  - 3) Second selection: English, science and math examinations  
(conducted by JICA in Afghanistan);
  - 4) Third selection: Application documents screening based on academic aspects  
(conducted by Japanese universities in Japan);
  - 5) Fourth selection: Interviews  
Interviews are principally conducted by Japanese universities through TV conference, based on the results of the previous selection processes;
  - 6) Fifth selection: Selection of successful applicants (around 100 per year)  
Considering the results of the interviews, successful applicants (around 100 per year) are finalized by the Operating Committee, whose number might be smaller depending on the result of the selection by the Japanese universities. Successful candidates are requested to take medical check-up borne by the Afghan side.  
Successful applicants are requested to submit a pledge to JICA (\*). Relevant ministries/authorities/universities in Afghanistan are also requested to submit an organizational pledge to JICA.  
(They are entitled to apply to universities under the Project but are not yet accepted);
  - 7) Successful applicants send an official application to Japanese universities.
  - 8) Approval by Japanese universities to admit applicants  
(During the bridge education program stated from 2<sup>nd</sup> groups, successful applicants are still in a position to wait for approval from Japanese universities. JICA and Japanese universities will cancel their admission if the result of the participants' English exam is not above points which Japanese Universities require in ITP-TOEFL by the end of the bridge education program, or if there is any problem on their study attitude or eagerness.); and
  - 9) Finalization of participants for study in Japan under the Project
- (\*Pledge: All the participants must sign a form of personal pledge that states all the Project's rules and regulations, including their obligation to return to their originating organizations after the completion of the study, prior to their departure for Japan, which shall be guaranteed by a third party. Should the pledges be violated, the participants or the guarantor will be strictly sanctioned in accordance with the rules and regulations of the pledges.  
On the other hand, all relevant ministries/authorities/universities in Afghanistan must sign a form of organizational pledge which ensures the employment or reintegration of their nominated persons upon their return.

## **11. English / Science and Math Education Program "Bridge Education Program"**

English / Science and Math Education Program, called "Bridge Education Program" will be offered to those participants who have been selected as successful applicants but have not yet reached to the level to immediately enroll in a Master's course, so that they will be expected to improve their basic academic skills. In the "bridge education program", classroom lectures or self-study materials on English/science and math will be provided for all the successful applicants/those in the fields of engineering or agriculture before their departure for Japan, whereas the opportunity to study as research students will also be given for some participants after their arrival in Japan.

For English, a three-month course for ensuring that the participants' English level will be at least certain points which Japanese universities require or more in ITP-TOEFL is to be conducted through outsourcing to a language school in Afghanistan (The actual minimum score acceptable for participants will be determined at a later time.). The participants who do not reach this minimum score will not be approved to study in Japan. Besides, the final decision will be made through discussion between Japanese universities and JICA on whether the participants will be allowed to study in Japan, considering their attitude to tackle with the bridge education program.

On the other hand, a Japanese language orientation will be offered by JICA as part of the pre-departure orientation program in Afghanistan or arrival orientation program in Japan.

If necessary, participants will be allowed to arrive in Japan as research students for not more than 1 year as a preparatory period prior to the Master's course to supplement studies. And a Japanese university will decide whether the period as research students should be re-extended for another 6 months in case they fail to pass an entrance examination to a Master's course after the first 6-month period as research students, and whether the participants will be accepted to enroll in a Master's course as a result of the examination. (Those who fail to enter into a Master's course after the 1 year preparatory period will be sent back to Afghanistan, having received a certificate for completing the JICA training program.)

## **12. Implementation framework**

### 1) Operating Committee

The Operating Committee, which will be established by the Afghan authorities and JICA, will bear overall responsibility for the administration and implementation of the Project. In the Operating Committee, JICA will be Chairperson, whereas the Ministry of Higher Education Vice Chairperson. The Independent Administrative Reform and Civil Service Commission (IARCSC) and the Embassy of Japan in Afghanistan will be the members of the Operating Committee.

### 2) JICA

JICA, as Chairperson of the Operating Committee, makes the decision on the following issues: 1) implementation methodology; 2) implementation schedule; 3) prospective fields of study; 4) selection criteria; 5) selection schedule; and 6) selection process. JICA is also responsible for coordination with Japanese universities. JICA will hire a supporting organization for the implementation of the Project.

### 3) Japanese universities

Based on the request from JICA, Japanese universities that can offer suitable academic programs in English in the prospective fields of study proposed by the relevant ministries/authorities/universities under the Project will be responsible for:

- i) guiding participants so that their research is in line with the objective of the Project;
- ii) participating in the selection of participants from a technical perspective, including documentary and oral examinations; and
- iii) participating in the meetings that are held to monitor participants' research progress.

#### 4) Ministry of Higher Education

Ministry of Higher Education bears overall responsibility for the Project coordination with relevant ministries/authorities/universities based on the rules and regulations of the Government of Afghanistan.

All processes of the Project (500 scholarship maximum) will be decided and approved by the Ministry of Higher Education Scholarship Distribution Commission.

#### 5) Independent Administrative Reform and Civil Service Commission (IARCSC)

IARCSC will make effective placement of the personnel after the study based on the pledge.

#### 6) Ministries/authorities/universities in Afghanistan that nominate applicants

In accordance with the objective of the Project and the application guidelines which will be determined separately, relevant ministries/authorities/universities in Afghanistan will nominate capable applicants to the Operating Committee of the Project based on their human resource development plan. After the applicants are finally selected under the Project, the relevant ministries/authorities/universities and their applicants are requested to make a pledge to JICA and the Ministry of Higher Education based on the rules and regulations of the Government of Afghanistan, in which the ministries/authorities/universities guarantee the employment or reintegration of their nominated persons upon their return while the applicants agree to return to their originating organizations.

Additionally, the relevant ministries/authorities/universities which send their employees will appoint a contact person for the Project.

**13. Expenses for the participants which will be borne by JICA**

(As per exchange rate designated by JICA, USD 1 is equivalent of Japanese Yen 81.96 as of May 2011. The amount is subject to change.)

Items	Expenses to be covered	Frequency	Notes
Expenses for university (tuition fees, etc.)	actual expenses	per semester	
Living allowance	¥152,000 ~¥155,000 (USD 1,858~1,894) per month	Monthly allowances paid bi-monthly sums per participant	The amount varies depending on the regions where participants live in Japan.
Airfare	actual expenses	One round trip between Afghanistan and Japan per participant	The airfare on arrival in /departure from Japan is covered by the Project.
Arrival allowance	The upper limit is ¥100,000 (USD1,206)	Once on arrival in Japan per participant	Arrival allowance is ¥100,000 (USD 1,206)
One-time settle-in allowance	¥210,000 (USD 2,534)	Once when upfront payment is required for housing	The amount depends on regions for participants to live in. e.g. ¥310,000(USD 3,741) for participants living in Kansai region
Book allowance	¥30,000 (USD 362)	Once a year per participant	
Traveling and Seminar allowance	¥50,000 (USD 603)	Once a year per participant	
Shipping allowance	¥5,300 (USD 64)	Once on arrival in Japan per participant	This allowance is used for returning to Afghanistan, and included as a part of arrival allowance.

**14. Alumni association**

An alumni association will be established under the Project, so that participants will be able to maintain linkages with each other after their return to Afghanistan and effectively utilize their achievements obtained through the Project.

END



## International Affairs Directorate

### Commitment (Pledge)

I the under signed ..... S/O ..... Employee/Teacher/ Resident of promise that through a governmental scholarship (BOORS) by Ministry of Higher education from ...../...../2011 to .../...../2012 will go to ..... To pursue my education I do promise to consider the following issues seriously and responsibly:

1. Upon the completion of my studies, I will return to my homeland as an Afghan and will serve my nation and country for more than three yeas.
2. I will try my best and study hard to be one of the competitive students.
3. I will respect and protect all the Islamic and Afghani values and as an afghan, I will try my best to protect the dignity of my Nation and country.
4. I will respect all the rules, regulations and culture of the host country.
5. After the completion of my studies, I will be ready to serve my nation and country.
6. Based and according to the rules and regulations of the Host country, if not accepted to the related scholarship I will neither object nor complain.
7. If I left and stopped studying, I will pay for all the expenses related to the scholarship.
8. I agree with all the above statements.

Best Regards

Name of the Candidate:

Finger Print:

**Father's (custodian) Identification:**

Name:

Identification Number:

Father's Name:

Resident of:

Grand Father's Name

Finger Print: