

## **Information Regarding the Application for the Asian Development Bank-Japan Scholarship Program (ADB-JSP)**

In the Academic Year 2024, beginning in April 2024, GSID will accept Master's Program students sponsored by the ADB-Japan Scholarship Program (ADB-JSP).

### **1. Eligibility Requirements and Conditions for Application**

#### **1-a. Eligibility Requirements**

- (1) The applicant must be a national of an ADB borrowing member country. Applicants from countries that are no longer borrowing from ADB are not eligible for the scholarship. Please see the Regional Members on the following website:  
<https://www.adb.org/new/work-with-us/careers/japan-scholarship-program/main>
- (2) The applicant must have a bachelor's degree or its equivalent from an accredited/recognized university.
- (3) At the time of application, the applicant must have at least two years of full-time professional working experience acquired after obtaining their university degree.
- (4) The applicant must be born on or after June 1, 1988.
- (5) To be considered for admission, the following minimum scores are required on one of these tests: an overall TOEFL score of 550 (PBT), 79 (iBT including Home Edition) or 8.5 (Essentials); an IELTS score of 6.0 (should include Academic Reading and Academic Writing and does not include IELTS Indicator or IELTS General Training); or a Duolingo score of 110. The test should have been taken within five years prior to the date of the first day of the application period. Institutional test scores such as TOEFL ITP's are unacceptable for submission. In the event that these tests are not given in the country of the applicant, please consult the ADB Administrative Office (GSID) (ADB Office).
- (6) An applicant living or working in a country other than his/her home country is not eligible for the scholarship.
- (7) Executive Directors, Alternate Directors, officials and staff of ADB, as well as their close relatives, are not eligible for the scholarship.
- (8) The program will not, in principle, support applicants who hold a Master's degree. However, those who have earned their Master's degree in their home country are eligible on the condition that they have completed no more than 16 years of formal education.
- (9) The Program will, in principle, not support applicants who have previously studied abroad.
- (10) The family income should not be more than US\$50,000/year and the individual income should not be more than US\$25,000/year.
- (11) Applicants may be requested to submit additional documents, if the ADB Office considers that it is

necessary to verify the eligibility of the application.

### 1-b. Conditions

- (1) In accepting the scholarship, scholars must commit themselves to return to, and work in, their home countries for a period of at least 2 years after completion of their studies or when dismissed from the school.
- (2) In accepting the scholarship, scholars must consent to the employment restriction policy of the ADB-JSP and acknowledge that they will not be able to work at ADB for two years after completion of their academic programs.
- (3) The scholarship may be terminated upon the recommendation of GSID at any time for one or more of the following reasons: failure of a scholar to make satisfactory academic progress; failure to comply with the laws of Japan and regulations of Nagoya University; misconduct; and/or breaches of the conditions of the ADB-JSP or Student Visa.

### 2. Admission Openings

Department of International Development and Cooperation: A total of seven students can be accepted.

### 3. Filing Period

Applications will be accepted during the period **from June 1 to June 16, 2023** by e-mail (Applications MUST arrive at the ADB Office **by June 16, 2023**). Any applications arriving after this date will not be considered for processing.

### 4. Important Dates

Application Period	June 1 to June 16, 2023
Eligibility Screening	By June 16, 2023
Announcement of Results	Early December 2023
Start Date of the Program	April 1, 2024

### 5. Required Documents

- (1) ADB-JSP Information Sheet (must be typewritten/computerized; no handwritten)

Form 1 [\[MSWord\]](#) [\[PDF\]](#)

Please use the following exchange rate to calculate income information into US dollars. [\[PDF\]](#)

- (2) Application Form with a face photograph—the photo should be taken within the last three months.

Form 2 [\[MSWord\]](#) [\[PDF\]](#)

- (3) Copy of Passport (clear copy, colored, with signature if available)  
(4) Certified Copy of Bachelor's Degree Official Diploma (signed and sealed by the university).  
(5) Certified Copy of Bachelor's Degree Official Academic Transcripts (signed and sealed by the university)  
(6) Applicant's Certificate of Employment and Compensation/Income

***The certificate must:***

*(i) be issued by the company—with its letterhead and contact details (stamped logo is not acceptable);*

*(ii) be signed by an authorized signatory (with printed name) with detail of position or official designation;*

*(iii) have complete details such as start and end date of employment, position, and monthly/annual income in USD; and*

*(iv) not be computer-generated income*

**Note: If the current employment is less than 2-years, a copy of a certificate from the previous employment/s must be submitted to verify if the applicant meets the minimum 2-years full-time work requirement.**

- (7) Certificate/Proof of Family Income or No Income

Spouse *(if the applicant is married)* or Father and Mother *(if the applicant is single)*

***If employed:*** The certificate of income must be:

*(i) be issued by the company with its letterhead and contact details (stamped logo is not acceptable);*

*(ii) be signed by authorized signatory (with printed name) with detail of position or official designation; and*

*(iii) not be computer-generated income*

***If unemployed:*** The certificate/proof of no income must:

*(i) be government-issued with its letterhead and contact details (stamped logo is not acceptable); and*

*(ii) be signed by an authorized signatory with detail of position or official designation.*

***If deceased:*** Submit death certificate (issued by a government civil registration office)

***If retired:*** Submit retirement certificate (issued by a government civil registration office)

- (8) Curriculum Vitae. Form 3 [\[MSWord\]](#) [\[PDF\]](#)

- (9) Official English Score: A photocopy of TOEFL score, IELTS score, or Duolingo score. Only scores from tests taken within five years prior to the date of the first day of the application period are valid. An official test score must include an ID photo. Institutional test scores are unacceptable for submission.
- (10) Two Confidential Letters of Recommendation  
Recommendations should be written by people who have supervised applicants in either an academic or work capacity, and who are well acquainted with the intellectual ability and personality of applicants. Preferably, one of the letters should be from a university professor and the other from a senior staff member of the applicant's current working office (if there is some reason why the applicant's letters of recommendation are not from such people, please include a letter of explanation). Form 4 [\[MSWord\]](#) [\[PDF\]](#)
- (11) Research and/or Work Experience
- (12) Research Proposal (about 800 words)

The electronic files of the required documents except for (10) should be submitted by applicants to the ADB Office by e-mail. Documents (10) should directly be submitted by those who wrote the recommendations by e-mail to the ADB Office. The original documents of (4) to (7) should also be submitted to the ADB Office by registered postal mail after having received an instruction from the ADB Office. The designated GSID/ADB forms of (1), (2), (8), and (10) can be downloaded by clicking the [\[MSWord\]](#) or [\[PDF\]](#) marks.

Please utilize the Application Checklist. [\[MSWord\]](#) [\[PDF\]](#)

Applications, including those that arrive at GSID after the deadline, become the property of GSID and will not be returned. If the applicant has questions regarding any of the information above, please contact the ADB Office. Please find the e-mail address of the ADB Office in the Contact Information below.

## **6. Selection Procedures**

The Asian Development Bank will select scholars from the candidates who have passed the screening by GSID. The scholars will be notified of the result through the ADB Office by early December 2023.

Note: Scholars must state in writing that they will return to their home countries after the completion of their program of study or when dismissed from the school.

## **7. Scholarship Coverage and Period**

The following expenditures will be covered by the scholarship: full tuition, National Health Insurance, a

monthly stipend including subsistence and housing allowance for one person (for the Year 2022 the monthly stipend was 147,000 yen; this may be changed for the Years 2024 and 2025), a book allowance, other miscellaneous expenses and economy class airfare for one person covering the trip from the scholar's place of residence to Nagoya University and the return journey at the end of the study program. The initial scholarship period is one year from April 2024 - March 2025. The extension of the scholarship for the second year of the program shall be conditional on the scholar maintaining a satisfactory level of academic performance.

## **8. Privacy Policy**

The applicant's name, mailing address, and other personal information included in the application documents will be used only for the eligibility screening process, announcement of results, entrance registration procedures, and educational affairs after admission. Personal information will be used appropriately and will not be used for purposes unrelated to the application process.

## **Contact Information**

Please first send the required documents to the e-mail address below; only send original documents after you receive notification:

ADB Administrative Office

Graduate School of International Development

Nagoya University

Furo-cho, Chikusa-ku, Nagoya

464-8601 Japan

E-mail: [adb@gsid.nagoya-u.ac.jp](mailto:adb@gsid.nagoya-u.ac.jp)

Fax: +81-52-789-4921

<https://www4.gsid.nagoya-u.ac.jp/en/>

## **Additional information concerning accommodation and Japanese language proficiency:**

GSID will help the scholars with housing arrangements. However, we strongly recommend that the scholars do not bring their families on their initial stay in Nagoya, as family housing is generally very costly and difficult to find. Although applicants are not required to have Japanese language proficiency for selection, the ability to communicate in Japanese in daily life situations will be helpful.