JSPS International Fellowships for Research in Japan

JSPS Postdoctoral Fellowship for Research in Japan (Short-term)

Application through Overseas Nominating Authorities

Application Guidelines for FY 2018

The JSPS Postdoctoral Fellowship for Research in Japan (Short-term) provides opportunities to young and excellent pre/post-doctoral researchers from the two regions to conduct, under the guidance of their hosts, cooperative research with leading research groups in universities and other institutions in Japan. The program aims to help such researchers advance their own research while expanding opportunities for them to come to Japan, thus advancing scientific exchange between Japan and the following participating countries: the US, Canada, France, Germany, Sweden, the UK, Italy, Finland, the other European Union countries (as of 1 April 2017), Switzerland, Norway and Russia.

1. FIELDS OF RESEARCH
   All fields of the humanities, social sciences and natural sciences are included under this program.

2. ELIGIBILITY
   Each candidate for the Fellowship must:
   1) Be a citizen of a country that has diplomatic relations with Japan (JSPS treats Taiwanese and Palestinian researchers in this manner) and possess either the nationality or citizenship of the nominating country or be a permanent resident of that country. (However, citizens of other countries are eligible if they have completed a master's or PhD course at an institution of higher education in one of the nominating countries and, upon completing the course, have for at least three continuous years conducted high-level research at a university or research institution in the nominating country at the time the nominating authority submits their application. Such persons must be from a country that has diplomatic relations with Japan or from Taiwan or Palestine, and must possess an excellent research record.)
   2) Hold a doctorate degree obtained from outside Japan when the Fellowship goes into effect, which must have been received within six years prior to April 1, 2018 (i.e. awarded on or after April 2, 2012); or be enrolled in a doctoral course and be scheduled to receive a Ph.D. within two years from the starting date of the Fellowship.
   3) Have arranged in advance a research plan with his/her host in Japan.

(Note)
- Those who have previously been awarded a fellowship under the JSPS Postdoctoral Fellowship in Japan (Standard, Pathway, and Short-term) are not eligible.
- This JSPS Postdoctoral Fellowship in Japan (Short-term) is only awarded once per researcher.
- Persons of Japanese nationality are not eligible to apply, nor are those of dual nationality if one is Japanese. Also those who have permanent residency in Japan are not eligible.
- Those who have received a PhD from a university in Japan or who are expected to receive one are not eligible to apply.
- The professional degree, such as a Japanese professional degree or JD/MD in the United States is not considered as equivalent to PhD.
- Those who have resident cards with mailing addresses in Japan during the period of call for application set by JSPS are not eligible.

3. PERIOD
   From 1 to 12 months (full months)
4. STARTING DATE
Fellows must start their Fellowship in Japan during the period of 1 April 2018 – 31 March 2019.

5. TERMS OF AWARD
1) A round-trip air ticket (based on JSPS regulations)
2) A monthly maintenance allowance of 362,000 yen for fellows with a PhD at the start of tenure:
   200,000 yen for fellows without a PhD at the start of tenure
3) A settling-in allowance of 200,000 yen (only for Fellows with three or more months of tenure)
4) Overseas travel insurance coverage

[Note]
- The amounts of the Awards indicated above are subject to change.
- If the Fellow were already residing in Japan before his/her fellowship started or had resident status before/after the date his/her award letter was issued, the above-mentioned air ticket to Japan and settling-in allowance would not be provided.
- A research-support allowance is available to cover cooperative research-related expenses. Application is made by the host researcher.

6. HOST RESEARCHERS AND HOST INSTITUTIONS IN JAPAN
Host researcher must, in principle, be a researcher who is employed full-time at a university or research institution as specified in Article 2* of the Procedure for the Handling of Grants-in-Aid for Scientific Research (Kakenhi), issued by the Ministry of Education, Culture, Sports, Science and Technology (MEXT). However, there are cases when a researcher not employed in a full time position may be eligible. Such persons must be eligible to apply for a KAKENHI grant-in-aid and his/her affiliated institution must judge them able to implement the project and to provide an appropriate research environment (e.g., laboratory, equipment, personnel) for it.

*Eligible host institutions specified under the above MEXT Procedure are as follows:
1) Universities and inter-university research institutes
2) MEXT-affiliated institutions engaged in research
3) Colleges of technology
4) Institutions designated by the Minister of MEXT

7. APPLICATION PROCEDURE FOR THE PROGRAM
Applications for this program must be submitted to JSPS through an overseas nominating authority. Application process is as follows:
1) Contact is made between a candidate who wishes to conduct cooperative research in Japan and his/her prospective host.
2) The candidate submits an application to a nominating authority.
3) Nominating authority conducts scientific evaluation to select the candidates and nominates them to JSPS.
4) Approximately three months after JSPS receiving an application from nominating authority, JSPS will send out a notice of selection decision to both the candidate and the nominating authority.

[Note]
- JSPS does not find or introduce host researchers or institutions.
- Application deadlines and selection procedures differ by each nominating authority.
- When setting the starting date of fellowships, adequate time should be allowed for application processing: e.g., application screening by the nominating authority (depending on authorities) and selection decision-making by JSPS (app. three months).
In addition to receiving applications through overseas nominating authorities, JSPS also accepts applications from researchers in Japan, who agree to host a candidate (open recruitment). For details on this application channel, please see our website: http://www.jsps.go.jp/english/e-fellow/index.html

8. MATERIALS TO BE SUBMITTED

1) Application form (=FY 2018 JSPS International Fellowships for Research in Japan APPLICATION FORM FOR JSPS POSTDOCTORAL FELLOWSHIP FOR RESEARCH IN JAPAN (SHOT-TERM APPLICATION THROUGH OVERSEAS NOMINATING AUTHORITIES) written by each candidate.

2) A letter of acceptance/invitation from the candidate’s prospective host researcher in Japan, stating that he/she accepts the candidate at his/her institution during the period of the fellowship tenure. The letter should be signed by the host himself/herself. It is preferable to create it with letterhead.

3) A letter of reference/recommendation from the candidate’s current or previous supervisor (not from his/her prospective host researcher in Japan). The letter should be signed by the recommender himself/herself. It is preferable to create it with letterhead.

4) A copy of the candidate’s PhD degree diploma or the original PhD certificate. If the degree has not yet been awarded, a letter is required from the candidate’s institution stating the date that he/she will officially receive the degree. In that case, the candidate should submit to JSPS the original of the degree certificate or copy of the diploma promptly before starting his/her fellowship. The diploma or the certificate should be signed or stamped with an official seal.

(Note)

- All documents must be in either English or Japanese. When the original document is in another language, please be sure to attach an English translation (which does not need to be an official translation, but may be done by the host or candidate).

- With regard to section “Proposed Research Title” in the application form, the entry must be within 100 letters including spaces and symbols.

- For candidates who are not scheduled to receive a doctoral degree by the time the fellowship starts, one of the following original documents may be submitted in lieu of a document from the university stating the date the PhD will be awarded.
  - Certificate of doctoral course enrolment (showing the candidate’s enrolment in at least the final two years of the doctoral course at the time the fellowship starts)
  - A document written and signed by the candidate’s academic advisor stating that s/he is scheduled to receive a PhD degree within two years. (If the advisor writes a letter of recommendation for the candidate, this content may be included in it.)

9. OBLIGATION (INCLUDING MEASURES AGAINST MISCONDUCT AND MISUSE OF FUNDS)

The host researchers, fellows and host institution should bear the following nine points in mind when applying for the program, and should observe them if selected for a fellowship. After selection, they will be expected to observe the regulations and procedures stipulated in the Program Guidelines for the JSPS Postdoctoral Fellowship for Research in Japan. If either the fellow or host should fail to do so, the fellowship may be withdrawn, allowances (including airfares) stopped, and already-paid allowances reclaimed.

(1) So as to allow the smooth progress of the fellow’s research in Japan, before submitting an application, the host researcher shall fully inform the candidate of conditions at the host institution, including his/her status under the fellowship, and will ascertain the candidate’s acknowledgement to accept those conditions.

(2) The host researcher will, in cooperation with the administration office of the host institution, provide a suitable arrangement for the fellow to pursue his/her joint research. The host will also assist the fellow, when needed, with immigration processing (including applying for a “certificate of eligibility”), securing domicile and other matters related to his/her stay in Japan.

(3) During fellowship tenures, the host is advised not to commit such acts of discrimination or abuse with regard
to his/her fellow, and should be particularly careful that what s/he says or does cannot be interpreted as committing such acts.

(4) During their tenures, fellows shall not, either in or outside the host institution, infringe in any way on the human rights of others, including racial or gender discrimination or other forms of abuse.

(5) As a rule, fellows shall stay in Japan continuously during the tenure of their fellowships and concentrate on their research at the host institution. Fellows may, however, suspend their fellowships for the purpose of childbearing or infant nursing. Fellow may not engage in other work, neither paid nor unpaid, during their tenures.

(6) The host researchers and fellows shall follow the rules established by the host institution and JSPS prohibiting acts of research misconduct, e.g., fabricating or falsifying research results.

(7) The fellow and host researcher must submit a research report using separately prescribed format.

(8) The host institution shall inform both the host researcher and the fellow of the rules that it and JSPS have established to prevent research misconduct and misuse of research funds and of the penalties for violations.

(9) The host shall take first responsibility for the fellow’s actions, so must be proactive in preventing any discrimination, misconduct or misuse on the part of the fellow during his/her tenure. If any such problems should occur, the host would endeavor to resolve them.

10. HANDLING OF PERSONAL INFORMATION

With regard to personal information contained in application materials, it shall be strictly controlled in accordance with the “Law to Protect Personal Information Held by Independent Administrative Institutions” and JSPS’s own regulations for protecting personal information. JSPS will use such information exclusively for implementing its programs. (This may involve the provision of personal information to external companies commissioned to electronically process and manage program-related data.)

If selected for a fellowship, fellows should note that their name, title, affiliated organization and country, research title, host institution, host researcher’s name and title, and research reports may be given public access. Fellows are also asked to participate in surveys aimed at improving JSPS programs.

11. NOTES

● Should JSPS determine any information in an application to be falsified, plagiarized or otherwise flawed, the application will be rejected or, if already awarded, the fellowship withdrawn.
● JSPS does not support any research project related to military affairs.