

Guideline on the Application Procedures for 2021 BHN Dr. Kuwabara's Fund Scholarship Program

BHN Association

BHN Association ('BHN') established 'BHN Dr. Kuwabara's Fund Scholarship Program' (Scholarship Program) in March 26, 2020 with the donation by Dr. Moriji Kuwabara, former chairman of BHN (about Dr. Kuwabara's short profile, please refer to the note below).

On the basis of Dr. Kuwabara's mind and intention, BHN offers to the former participants of BHN Human Development Program ('BHN HDP') those who wish to study at the one-year master program in the Japanese top ranked graduate school and to acquire the higher level of skills and knowledge.

The objective of the Scholarship Program is to support financially the selected scholarship students ('Scholarship Student(s)') and to foster the persons who should contribute the development of their countries as excellent leaders and keep to play active role as a bridge to develop the closer relationship between their countries, Japan and BHN, as well as cultivate the world peace and harmony after their graduation.

At the recruitment of the first Scholarship Student for the 2021 academic course starting from autumn in 2021, BHN offers this opportunity to the former participants of three generations, that is, 18th, 19th and 20th BHN HDP. (in total 25 participants).

(Note): As a radiotelegraphy expert, Dr. Kuwabara promoted the practical application of microwave wireless communication, mobile communication, satellite communication and so on, and made great contribution to the development of Japan's wireless communication technology to the world's most advanced level.

1. Qualifications for Application

All the following conditions should be satisfied.

(1) Those who want to study at one of the following graduate schools;

- (i) One-Year Master's Program of Public Policy at National Graduate Institute for Policy Study ('GRIPS')
- (ii) One-Year Master Program of Business Administration at

Hitotsubashi University Business School ('HUB')

- (2) Those who have sure resolution to carry out the study in the designated master's program.
- (3) Those who understand the expectations of the Scholarship Program and have strong willingness to put them in practice in the future.
- (4) Those who have been continuing good working records after completion of BHN HDP in good health and will be able to obtain a recommendation from their employer.
- (5) Those who had not or have not been awarded similar other scholarships in Japan.

2. Number of Scholarship Students to be accepted

There will be up to two Scholarship Students at this recruitment.

3. Required Application Documents

The applicants, after obtaining a letter of the agreement from their employer, should submit the following listed documents ('BHN's Application Documents') by email (in digital form) to the following Email addresses **not later than June 20, 2020.**

The original BHN's Application Documents must be forwarded by courier mail to the following mailing address **not later than July 10, 2020.**

To: Administration Team of the Scholarship Program

(Email address) konoma@bhn.or.jp Mr. Kazuhisa Konoma, Executive Director, BHN Association and nakao@bhn.or.jp Mr. Yoshiteru Nakao, Counselor, BHN Association.

(Mailing Address) Attention Mr. Kazuhisa Konoma, BHN Association, NTT Ueno BLDG. 5-24-11 Ueno, Taito-ku, Tokyo 110-0005

Tel : +81-3-6803-2110

(BHN's Application Documents)

- (1) Agreement Letter of their employer
- (2) Form 01 BHN Form of Enquiry into Applicant's Personal Record and Scholarship Contract
- (3) Recommendation from their employer
- (4) Recommendation Letter from the counselor professor or academic supervisor of the finally graduated university

- (5) Official transcript of academic record and graduation/degree certificate.
- (6) Official evidence of English ability (later submission is acceptable under BHN's approval in advance)
- (7) Statement on the Applicants' Estimation on BHN Human Development Program (200 – 400 words)
- (8) Statement of Purpose to Study in the Japanese Graduate School (300 – 500 words)
- (9) Form 02 - Medical Check Sheet
- (10) Form 03 - Overseas Travel Insurance Procedure
- (11) Form 04 - About the Handling of Personal Information Concerning Applicants
- (12) Copy of Passport

4. Selection of Scholarship Students

1) The selection of Scholarship Students is conducted by the 'Selection Committee for Scholarship Student' ('Selection Committee') under the following procedures.

2) Selection procedure

(First selection):

The Selection Committee will make examination and evaluation of the application documents submitted by each applicants and only if the Selection Committee thinks necessary, will make online interviews with the applicants. The results of the First Selection will promptly be notified to the applicants and their employer within 40 days after the deadline for submission of application documents.

(Second selection):

If there remains more than three applicants after the first selection, the applicants shall submit the additional documents requested by the Selection Committee.

The Selection Committee will make examination and evaluation of the additional documents and will make online interview with the applicant.

The result of the Second Selection will be notified within 10 days after the completion of selection procedures.

3) After completion of the above selection procedures, the selected applicants will become officially certified Scholarship Students and then be required to sign the Memorandum of Understanding ('MoU') which must be executed by

the Scholarship Students, their employer and BHN.

After these procedures, the Scholarship Students will be able to commence the application procedures for the designated graduate school.

5. Payment of Scholarship

The Scholarship Student will be provided with the scholarship as per 2021 Scholarship of Kuwabara Scholarship Program specified in the APPENDIX below during 1 year academic course and in the manner described as follows.

- 1) The Scholarship Students will receive not only monthly scholarship but also basic education expenses such as Application Fee, Admission Fee and Tuition and required study costs for the course, as well as round-trip air ticket (economy class), overseas insurance premium, national health insurance premium, damage and accident insurance premium, preparatory expenses for admission, acquisition costs of official English proficiency certificate and other necessary expenses agreed by BHN.

The monthly scholarship shall be applied to living expenses, housing expenses, transportation costs, medical expenses, communication expenses, and other necessary expenses for their daily life.

- 2) The scholarship will be paid for the period of stay in Japan from the entrance date in Japan to the departure day from Japan.
- 3) The first scholarship and the next month's scholarship will be paid immediately after they enter into Japan. After the second monthly scholarship, it will be paid in the beginning of each month. For the scholarship payment for less than one month, the amount will be calculated in the manner set out in the APPENDIX. The preparatory expenses for admission and the round-trip air fare shall be paid when the Scholarship Students enter into Japan.
- 4) The scope of the scholarship payment is limited to the Scholarship Student alone.

6. Cease of Scholarship Payment and Disqualification of Scholarship Student

The payment of Scholarship is stopped and the Scholarship Student is disqualified when the following case(s) is recognized.

- 1) When the Scholarship Student does not comply with Japanese laws, and the regulations established by the designated graduate school and BHN.
- 2) When it becomes difficult to continue studying due to illness, disability or

other similar reasons.

- 3) When it is recognized the Scholarship Student loose motivation to study or poor attitude in daily life and/or the professor in charge considers that it is not appropriate to continue studying and difficult to complete satisfactorily the MP1 program.
- 4) When it is recognized that the Scholarship Student's behavior damages ag honor, trust and/or reputation of the designated graduate school, BHN and the Scholarship Program.
- 5) When the Scholarship Student violates the provisions specified in the Memorandum of Understanding (MoU).

7. Coverage of Insurances

BHN will secure the Scholarship Students during the period from the day departing from their country to the day leaving from Japan for their countries after the completion of MP1 program against the various risks by several kinds of insurance such as Overseas Travel Insurance, National Health Insurance and Damage and Accident Insurance arranged directly or indirectly by BHN.

8. Miscellaneous

- 1) After selected as the Scholarship Students, they must refer to and abide by the provisions set out in the MoU.
- 2) If the applicants have any unclear matters, they may contact BHN by Email specified in the Article 3 hereinabove.

(APPENDIX)

2021 Scholarship of Kuwabara Scholarship Program

- Preparatory expenses for admission: 30,000 yen before departure to Japan
30,000 yen after arrival at Japan
- Monthly scholarship: 180,000 yen
- Application fee: 30,000 yen
- Admission fee: 282,000 yen
- Annual tuition fee: 535,800 yen

- Required study costs of course and others approved by BHN : Actual cost
- Acquisition cost of official English proficiency certificate.: Actual cost
- Round-trip airfare: Actual cost borne
- Overseas travel insurance: Actual cost
- National Health Insurance: Actual cost
- Damage and accident insurance: Actual cost
 - >Monthly scholarship applies for living expenses including lodging expense, transportation cost, medical expense, communication expense and other daily living expense
 - > Monthly scholarship will be paid for the period of stay in Japan from the day when the Student enters into Japan to the day when the Student leaves Japan
 - >In the case of monthly scholarship for less than one month stay in Japan, the scholarship is calculated on a daily basis such as 30 days per month depending on the number of days staying in Japan

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