

# **Graduate School of Asian and African Area Studies Explorer Program for Overseas Research Trips Application Guidelines for the Academic Year 2022**

On-site Education and International Collaboration Support Office (hereafter called Shien Office), founded under the Center for On-Site Education and Research (COSER), Kyoto University, invites ASAFAS students to apply for the Explorer Program 2022. The program offers financial support for language-training /fieldwork /internship at the country of your study. By completing training/ fieldwork/ internship under this program, ASAFAS students can get the following credits; “Asian Area Studies On-site Seminar I, II, III”, African Area Studies On-site Seminar I, II, III,” Global Area Studies On-site Seminar I, II, III, or On-site Practical Language Seminar I, II. Please note that we might be forced to cancel the program, even after your proposal is approved, depending on the state of the COVID-19 pandemic and university policy.

## **1. Outline**

This program provides financial support for the students who are going to Asian or African countries for language-training, fieldwork, or internship. The program is funded by the Special Research Project of Kyoto University “International On-site Education Program (IOSEP) for Global Human Resources.” Students who have submitted a preliminary dissertation and third-year transfer students can also apply. However, their applications are less prioritized if we receive an excessive number of applications.

## **2. Schedule for Application deadlines**

- **Firstly, all applicants are required to submit the entry form by 12:00 pm JST, April 27**
- **Application periods differ according to the date you wish to start your research trip.**

**First Period: for those departing between July 1 and July 31**

=> **Deadline:** April 27, 12:00 pm (JST)

**Second Period: for those departing between August 1 and August 31**

=> **Deadline:** June 1 , 12:00 pm (JST)

**Third Period: for those departing on September 1 or later**

=> **Deadline:** July 6 , 12:00 pm (JST)

### 3. Application eligibility

- (1) ASAFAS graduate students under enrollment. **Note that students who are on leave (*kyugaku*), JSPS Research Fellows (DC) and students who receive research incentive grant from SPRING program are not eligible to apply.** But, students on leave may be eligible to apply if they return to school before starting the research trip: please consult with the COSER staff before submitting the application. Students who are receiving research funds from other organizations may apply as far as the funding organizations allow you to do so.
- (2) Those who can arrange an appropriate counterpart (person/organization/institute who is willing to assist you) while you are in the given country.
- (3) Those who will submit reports required by the Center after completion of the trip.
- (4) **Be sure to submit the required documents to your division head through your supervisor by the deadline of the application.** Research plans should involve appropriate measures to avoid COVID-19 infection, particularly if they involve face-to-face interviews or meetings. Note that your research trips may be canceled, even after approval, depending on the Japanese government and university policies to prevent COVID-19 infection. **Please click on the link below and check “Kyoto University’s Policy on the Novel Coronavirus (COVID-19) (Ver. 14)”.**

<https://www.nansei.kyoto-u.ac.jp/adm/bbs/%e6%96%b0%e5%9e%8b%e3%82%b3%e3%83%ad%e3%83%8a%e3%82%a6%e3%82%a4%e3%83%ab%e3%82%b9%e3%81%ab%e5%af%be%e3%81%99%e3%82%8b%e6%9c%ac%e5%ad%a6%e3%81%ae%e6%96%b9%e9%87%9d%e3%81%ab%e3%81%a4%e3%81%84-12>

### 4. Expenses which will be covered

- (1) Airfare: a part of actual expenses
- (2) A part of Living expenses: 60,000 Yen per month (if you stay in high-property-prices areas, higher rates may be adopted), up to 6 month
- (3) Airfare to and living expenses in one country in Asia or Africa will be covered. If you wish to visit a country outside of Asia or Africa or travel to two or more countries, please contact the Shien Office before application.

## 5. Application

### Step 1 Web entry

The "entry" procedure is required before application. Regardless of the time of departure, the deadline is April 27, 12:00 pm (JST).

Web form: <https://forms.gle/vUTQjhE7z4aTVXtg8>

### Step 2 Application (See page 1 for the deadline)

- Web registration (→ <https://forms.gle/8CjeKiEpZBcbuQkn8>) **The form is different from Web Entry.**
  
- Develop your research proposal  
(Download proposal form: [https://jisedai.asafas.kyoto-u.ac.jp/download/2022\\_exp\\_guide\\_en/](https://jisedai.asafas.kyoto-u.ac.jp/download/2022_exp_guide_en/))
  
- Contact two travel agencies to request quotation and itinerary of your research trip.
  
- Send your research proposal, itineraries, and quotations of your flight to Shien-office (shien-app@asafas.kyoto-u.ac.jp)
  
- ✓ **When you send the research proposal, please use "Research Proposal for Overseas Explorer Program (Your Name)" as the email subject heading [e.g. Research Proposal for Overseas Explorer Program (Sarina.Koga)]**
- ✓ **Please send the proposal from the official email address of Kyoto University (If it's not from a Kyoto University email address, it may not be received).**
- ✓ **Attachments should be named "literary\_1", "Quotation\_1", "literary\_2", "Quotation\_2", and "Research\_Proposal\_(your name)" [e.g. Research\_Proposal\_(Sarina.Koga)].**

## 6. Selection criteria

The steering committee members will evaluate each application. **Selection criteria includes: possible contributions to the applicant's future researches or career development, awareness of the academic/social issues, quality of research proposal, and congruity of the applicant or the plan to the subject.** The committee may interview each applicant if necessary.

## **7. Reporting requirements**

After completion of the trip, you will be required to submit reports. Those who have failed to submit required reports are not entitled to submit applications to support programs run by the Shien Office. Reporting instructions will be posted on the Explorer Program webpage.

## **8. Notes**

- (1) Please consult with your supervisors so as to determine your aim, a destination/study area, and the travel plan before submitting your application.
- (2) After the evaluation by the steering committee, the Shien Office will send you the results. If there is any advice made by the committee, please consider revisions and resubmit the revised documents.
- (3) No student, in principle, is qualified to get the Shien Office's financial support for travel more than twice, regardless of the purpose of your stay. However, you may still apply for the International Research Output Training.
- (4) You cannot change your itinerary once your application form has been approved. Please contact the Shien Office if you need to change it due to inevitable reasons.
- (5) You cannot combine this program with trips other than research/educational purposes.
- (6) Please obtain visa by yourself.

For inquiries concerning explorer application, please send mail to [shien@asafas.kyoto-u.ac.jp](mailto:shien@asafas.kyoto-u.ac.jp).



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