

Application Guidelines for "International Research Project" and "International Internship" for AY 2024

1. Eligibility and Conditions

Eligibility and conditions for the "International Research Project" and "International Internship," common graduate courses offered in the 2024 academic year, are as follows (1) through (5).

- (1) Students enrolled in a regular graduate course who plan to (or have completed) activities overseas as described in the syllabus of the subject and who possess the language skills necessary for communication overseas. (However, activities in the country of their nationality are not eligible.)
- (2) The duration of the activity at the destination country must be at least 10 days and must be approved by the supervising professor at the time of travel planning.
- (3) The work experience, research, etc. at the destination country must be approved as "International Internship" or "International Research Project" courses in the Graduate School's common subjects. (Duplicate enrollment in courses other than those listed above is not permitted for a single overseas trip.)
- (4) The period of intended study abroad must be between April 2024 and February 2025, and the student must not plan to take a leave of absence or study abroad during the period of intended study abroad. (Traveling across fiscal years is not acceptable.)
- (5) Applicants must not have completed an "International Research Project" or "International Internship" in the past. (Taking the same course twice is not acceptable.)

2. Application Documents (All of the following documents must be submitted)

- (1) Implementation Plan for "International Research Project" and "International Internship" (designated form)
- (2) Pamphlets or other materials that outline the activities of the participating programs
- (3) Proof of language ability (copy of TOEIC/TOEFL/TOEFL-ITP/Eiken scores, etc.)
- (4) E-mail or other documents proving the approval of the responsible person at the host institution

3. Deadline and address for submission of application documents

As a rule, the above application documents must be submitted at least three weeks prior to travel.
final deadline : December 25, 2024 (Wed.)

Submission address: Division of Educational Promotion, Department of Educational Promotion
(E-mail: ggec@un.tsukuba.ac.jp)

4. Selection

The GGEC meeting will select the applicants and decide whether or not they can enroll in the course.

5. Submission of Reports and Evaluation Methods

Applicants who have been approved to take the subject must submit the following reports (1) and (2) within three weeks after returning to their home countries. However, if the return to Japan is scheduled after February 8, the deadline is February 28 (Friday).

① "Public Report" (A4, 2 pages)

*It is obligatory to publish the report on the website of the Graduate School of Common Subjects.

(Reference: <https://www.tsukuba.ac.jp/education/g-courses-kyoutsuukamoku/tokouhishien/index.html>)

② "Activity Report" (A4, 10 or more pages)

The evaluation method will be based on the "Implementation Plan" and "Activity Report."

6. Notes.

- ① Applicants who are granted a leave of absence or study abroad during the period of travel will be disqualified.
- ② Please be sure to meet all deadlines, as any delay in submitting the required documents will result in rejection.

7. Contact information

* Division of Educational Promotion, Department of Educational Promotion
(E-mail: ggec@un.tsukuba.ac.jp)