

**APPLICATION FORM
JAPAN-IMF SCHOLARSHIP PROGRAM FOR ASIA 2018-19
OPEN TRACK ONLY**

Please read the brochure and/or the JISPA website, including the [General Information](#) and [Application Guidelines](#) sections, before filling out the application form.

Please also note the following:

- Any change in the status of the applicant or information provided in the submitted application material *must* be communicated immediately to the IMF Regional Office for Asia and the Pacific (OAP) at jisais@imf.org.
- Any false or misleading statements or inaccuracies in the submitted application material may be the grounds for denial of admission into the university, revocation of the scholarship, and/or dismissal from the university.
- Incomplete application forms or applications missing required documents *will not* be processed. Please note that submitted documents will not be returned, and application materials are not held over to the following year, in the event an applicant seeks to reapply for a scholarship.
- If the applicant decides to withdraw the application for the JISPA during the selection process, the applicant must immediately notify OAP at jisais@imf.org.

The application form together with supporting requested materials listed in the [checklist](#) must be received by **June 1, 2018**, for admission in September/October 2018 and April 2019

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NAME: _____

Please attach a recent photo of yourself.

Photo

1. PERSONAL DATA

NAME (as in passport)			
Surname: _____			
Given name: _____		Middle name(s): _____	
Nationality (as in passport): _____			
Birth Date: _____ <small>(MM/DD/YYYY)</small>	Age: _____ <small>(as of October 1, 2017)</small>	Gender (male/female): _____	Marital Status (single/married): _____
WORK ADDRESS			
Country: _____			
Agency/Organization: _____			
Department: _____			
Division: _____			
Position: _____			
Street: _____			
City: _____			
Postcode: _____			
Email (office): _____		Email (private): _____	
Tel. (work, general): _____		Tel. (work, direct): _____	
Tel. (mobile phone): _____		Fax number: _____	

2. EDUCATION

Please state in chronological order, starting with the most recent

School or University: _____	(Month/Year)
City / Country: _____	From: _____
Field of Study: _____	To: _____
Degree or Qualification: _____	Language of Instruction: _____
School or University: _____	
City / Country: _____	From: _____
Field of Study: _____	To: _____
Degree or Qualification: _____	Language of Instruction: _____
School or University: _____	
City / Country: _____	From: _____
Field of Study: _____	To: _____
Degree or Qualification: _____	Language of Instruction: _____

Total number of years of formal education (starting from primary school): _____ years.

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List five subjects taken in Economics, Statistics, Mathematics or other subjects relevant to the program. Please also indicate whether the course was taken at the undergraduate or graduate level.

1. _____	4. _____
2. _____	5. _____
3. _____	

Previous scholarship awards or training courses:

Have you ever received a scholarship, or attended a training course provided by the International Monetary Fund or any other relevant international institutions? If yes, please state below:

Scholarship or training course: (name of scholarship/courses and provider)	From: To:
Scholarship or training course: (name of scholarship/courses and provider)	From: To:
Scholarship or training course: (name of scholarship/courses and provider)	From: To:

3. PRESENT POSITION

Employer:	
Department:	
Division:	From:
Position:	To: Present

Summarize your present duties and responsibilities, or those you will have when you take up your position.

4. PREVIOUS POSITIONS

Please state in chronological order, starting with the most recent.

Employer:	
Department:	
Division:	From:
Position:	To:
Employer:	
Department:	
Division:	From:
Position:	To:

Total number of years of work experience in the public sector: _____ years _____ months

OTHER RELEVANT EXPERIENCES

(membership of committees, contribution to publications, participation in special projects, attendance at international conferences, etc.)

Membership/Publication/Project/Conference:	Date:
Membership/Publication/Project/Conference:	Date:
Membership/Publication/Project/Conference:	Date:

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5. ENGLISH PROFICIENCY

English Testing

TOEFL Test	Date of test:				
iBT	Reading:	Listening:	Speaking:	Writing:	Total:
PBT	Total:				

IELTS Test	Date of test:				
Listening:	Reading:	Writing:	Speaking:	Overall:	

Describe how/when you use English.

6. RESEARCH PROPOSAL FOR THESIS/DISSERTATION

On a separate sheet of paper, please submit a proposal for your thesis or dissertation. It should describe carefully the project you wish to undertake. The subject should be grounded solidly on important policy issues and challenges facing your country and should help you contribute more effectively to macroeconomic stability, economic growth, and/or overall development. Please note how your research might contribute more effectively to these objectives. The proposal must be typewritten and should be no more than 500 words. Please attach it to this application form, and write the title of research proposal below. Also, note that you cannot substitute your proposal by listing courses you intend to take.

Title of the Research Proposal: _____

7. OPEN TRACK UNIVERSITY

University: _____

University Address: _____

Program you have been applying for, accepted to, or are studying at: _____

Degree you will be awarded: _____ Expected Date of Graduation: _____

Academic Supervisor Name: _____

Contact Address: _____

Tel: _____ Email: _____

Fax: _____

*Applicants must notify the IMF of the admission result of the university(ies) to which they are applying prior to receiving a final decision on the scholarship award.

8. APPLICATION FOR OTHER SCHOLARSHIP PROGRAMS

This information is gathered for statistical purposes only, and will not affect the selection process.

Have you applied for, or will you apply for, any other scholarship or financial aid programs for 2018-19?

YES / NO (circle one)

If yes, please provide the information below:

Name of Scholarship Program: _____

Scholarship or Financial Aid Provider: _____ Country: _____

University or Institution: _____ Country: _____

Field of Study and Degree: _____

Dates of Notification/Attendance: _____

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I, the undersigned (name of sponsor) _____, _____
Surname *Given name*
 acting on behalf of (name of agency) _____
 hereby:

1. nominate (name of applicant) _____, _____

Surname

Given name

for graduate studies under the Japan-IMF Scholarship Program for Asia;
2. certify that the information supplied by the applicant is correct to the best of my knowledge;
3. certify that the applicant, if accepted, will receive leave of absence (up to two years for a master's program and three years for a PhD program) for the duration of his/her studies in Japan and upon return will be employed:
as (title of position) _____

in (name of agency) _____
4. certify that the applicant, if accepted, will not be assigned duties that will conflict with devoting full time and attention to his/her studies;
5. certify that my agency will assist in the applicant's repatriation if any personal difficulties or circumstances arise during his/her studies that make repatriation desirable or necessary;
6. certify that the candidate, if accepted, will undergo a comprehensive medical examination immediately before arriving in Japan, to ensure that he/she is in good health, free from any contagious disease, and free from any medical conditions that would impair his/her studies;
7. guarantee, in addition, that the IMF will be reimbursed promptly by my agency for all expenses incurred as a result of any of the conditions mentioned in 5 and 6 above, as well as for any medical expenses not covered by medical insurance.

Official Seal	Sponsor's Signature _____ Date _____
	Name Dr./Mr./Ms. _____ , _____ <div style="text-align: center;"><i>Surname</i> <i>Given name</i></div>
	Title _____
	City and Country _____
	Tel. _____ Fax _____
Email. _____	

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NAME: _____

DECLARATION

1. I certify that the information I have written on the application form and the documents I have submitted to be true and accurate.
2. I understand and agree that any false or misleading information will justify a denial of admission into the university, revocation of the scholarship, and/or dismissal from the university.
3. I certify that I have carefully read the [General Information](#) and [Application Guidelines](#) sections on the IMF Website and I understand all requirements and restrictions for the scholarship.
4. I, if selected, intend to return to my sponsoring agency upon completion of the JISPA to utilize the knowledge and skills acquired through the scholarship program.
5. I authorize the IMF to collect from and release to the Japanese university of my choice and the Government of Japan my personal information (including application information and academic records) for the purpose of selection and monitoring under the scholarship program.

Date: _____
(MM/DD/YYYY)

Signature: _____

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APPLICATION CHECKLIST:

Please read and check the boxes, and make sure all necessary documents (1 to 13) are provided as requested. Incomplete applications will not be processed. Please prepare three sets of application documents (one original set and two sets of photocopies) in the order below. Each set of application material should be bound by a clip (staples should not be used). **Please also send the three sets in ONE PACKAGE to.**

Japan-IMF Scholarship Program for Asia
IMF Regional Office for Asia and the Pacific
21 Floor Fukoku-Seimei Building
2-2-2 Uchisaiwai-cho
Chiyoda-ku, Tokyo 100-0011
Japan

- ☐ **1. One original copy of the application form (pp. II-IV):** The application form must be completed by the applicant.
- ☐ **2. One original nomination letter (p. V):** The letter must be completed, signed, and dated by the sponsor with an official seal of the sponsoring agency.
- ☐ **3. One original letter of declaration (p. VI):** The letter must be completed, signed, and dated by the applicant.
- ☐ **4. Two letter of reference:** As described in the [Application Guidelines](#) section.
- ☐ **5. Research proposal for thesis/dissertation:** As described in the section 6 of the application form (p. IV).
- ☐ **6. Thesis or equivalent paper from master's degree:** As described in the [Application Guidelines](#) section.
- ☐ **7. Official copies of diploma or degree certificates:** As described in the [Application Guidelines](#) section.
- ☐ **8. Official transcripts:** As described in the [Application Guidelines](#) section.
- ☐ **9. University's acceptance letter or a copy of the applications to a university:** As described in the [Application Guidelines](#) section. (Applicants must notify the IMF of the admission result of the university(ies) to which they are applying prior to receiving a final decision on the scholarship award.)
- ☐ **10. Official English translations:** Translations are required if supporting documents are not presented in English. Each translation must be clipped to the original document written in the native language.
- ☐ **11. TOEFL Score Record or IELTS Test Report:** As described in the [Application Guidelines](#) section.
- ☐ **12. Passport copy:** If available, please attach a copy of your valid national passport.
- ☐ **13. Check list:** The check list must be completed by the applicant. (p. VII)