

JST Sakura Science Plan

“Preparing a proposal on national disaster mitigation plan based on current status and challenges ahead after learning from Japan's world leading disaster science and technology”

For the graduate students of
*Tribhuvan University Institute of Engineering,
Tribhuvan University Central Department of Geology, and
Kathmandu University*

27 Feb – 8 Mar 2017
Ehime University, Japan

Terms of Reference

(Students Selection Procedure)

The following points must be considered while selecting the students interested in participating in this program.

1. **Selection Committee:** A three member Student Selection Committee led by A/Prof. Dr. Hari Darshan Shrestha at Tribhuvan University Institute of Engineering (hereinafter TU-IOE), A/Prof. Dr. Ranjan Kumar Dahal at Tribhuvan University Central Department of Geology (hereinafter TU-CDG), and Prof. Dr. Bim Prasad Shrestha at Kathmandu University (hereinafter KU) will have to be formed at each participating institution in Nepal. Other two members of the committee must be the faculty members of the same institution, preferably working in or associated with the field of disaster risk reduction.
2. **Application call:** The Student Selection Committee will have to call for application from interested graduate students (i.e., master program students) studying disaster-related topics, preferably with science and engineering background.
3. **Age and past Japan visit restrictions:** The applicants (students) must be under 40 years of age and must not have visited Japan in the past.
4. **Application documents:** The application material will consist of i) a filled out specified form including academic and job histories (if any), ii) academic transcript of immediate previous course attended (i.e., Bachelor program or master program first year course), and iii) a write up on the applicant's knowledge and interest in disaster science, technology, research, and education on a specified format.
5. **First-stage evaluation:** First stage evaluation will be based on the submitted application materials. The application materials will have to be assessed and categorized in three classes: A, B, and C. Applicants in A and B categories will only be called for second stage evaluation while a C will be disqualified.
6. **Second-stage evaluation:** Second-stage evaluation will consist of face-to-face interview by the Selection Committee members for about 10 minutes per applicant. The interview questions will have to be the same for all applicants, but in addition a few extra questions may be asked on the basis of the write up content. Interview mark will be given in a maximum limit of 100, and the successful applicants will be selected on the merit basis of the interview marks.
7. **Marking reference:** A well prepared application form, excellent marks in immediate previous course (i.e. >75%), and impressive write up will get an “A,” a well prepared application form, good marks in immediate previous course (i.e. 60% to 74%), and impressive write up will get a “B,” and a poorly prepared application form and poor write up will get a “C” regardless of the marks in immediate previous course.

8. **Number of students:** A total of 13 graduate students will be invited from the participating institutions, and it will consist of 4 graduate students from TU-IoE, 5 graduate students from TU-CDG, and 4 students from KU.
9. **Students' gender balance:** The selected male and female students must be proportionate (in round figures) to the number of male and female applicants.
10. **Faculty members:** One faculty member from each participating institution will be invited in this program to lead the teams of graduate students. The faculty members from TU-IoE and TU-CDG will have to be under 40 and must not have visited Japan in the past while this restriction does not apply for the faculty member of KU. The KU faculty member will have to play a role of whole team leader of the program.
11. **Schedule:** The following schedule will have to be strictly followed during the selection procedure. (Note: Any delays in the selection process may result in difficulties during post-selection formalities such as ticketing, visa application, etc.)

2016.10.15	Acceptance of the TOR
2016.10.31	Formation of Student Selection Committee and confirmation of the faculty members to be invited
2016.11.10	Call for application from the interested graduate students
2016.11.25	Application deadline (until 17:00 local time)
2016.11.30	Publication of first list of selected students (document-based assessment)
2016.12.09	Second stage evaluation (Interview)
2016.12.15	Publication of final list of selected students
2016.12.25	Confirmation of participation by the selected students
2016.12.30	Confirmed list of students is sent to Ehime University

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(This application form must be hand-written.)

Application Form

To: The Selection Committee
JST Sakura Science Plan

Dear Sir/Madam:

Through this application I express my interest in participating in “Science and Technology Training Program” of JST Sakura Science Plan to be held at Ehime University, Japan on 27 Feb – 8 Mar 2017.

1. Full Name: (First) (Middle) (Surname)			Paste a color or B/W front-looking face photo here. (Size: 35x45mm)
2. Gender:	<input type="checkbox"/> Male <input type="checkbox"/> Female	3. Passport No.: <i>(if available, please include a copy)</i>	
4. Date of Birth: / / (YYYY) (MM) (DD)		5. Age: <i>(as of Feb 2017)</i>	
			
6. Institution:	<input type="checkbox"/> TU [§] , Institute of Engineering <input type="checkbox"/> TU [§] , Central Department of Geology <input type="checkbox"/> Kathmandu University		7. Program/Course enrolled in:	Master in
8. Past visit/s to Japan:*	<input type="checkbox"/> Yes <input type="checkbox"/> No			

Note: Put a tick mark ✓ or cross mark × in appropriate box □ above.

[§]TU: Tribhuvan University

*If you have ever visited Japan, you are not eligible to apply for this program.

9. Academic Record* (After school education, i.e., SLC only)

Date of admission (YYYY / MM / DD)	Date of graduation (YYYY / MM / DD)	Name of school/college/university and department	Marks (Percentage or GPA)
..... / / / /		
..... / / / /		
..... / / / /		
..... / / / /		

*(*Please include a copy of each of your mark-sheet or transcript of the above academic record)*

10. Job Record (if any)

<i>Date of joining (YYYY / MM / DD)</i>	<i>Date of completion (YYYY / MM / DD)</i>	<i>Name of organization</i>	<i>Position</i>
..... / / / /		
..... / / / /		
..... / / / /		

11. Your Interest in Disaster Science and Technology

1. *What is your plan for master thesis research? (Write within the space below)*

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2. *How are you involved in disaster-related field? (Write within the space below)*

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3. *How do you think you will benefit from this program (Write within the space below)*

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All above information is true, and by signing this application form, I express my commitment that I will sincerely accept the decision made by the Selection Committee in the process of participants selection.

.....
 (Signature of the applicant)

Date of application: / /

A large rectangular area containing horizontal dotted lines for writing.