

Application Guidelines for "International Research Project" and "International Internship" for AY 2023

1. Eligibility and Conditions

Eligibility and conditions for application for the "International Research Project" and "International Internship" offered in the Graduate General Education Courses Program for AY 2023 are (1) through (5) below.

- (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 and research content, etc. at the destination country can be approved as a course in "International Internship" and "International Research Project" in the Graduate General Education Courses Program. (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 2023 and February 2024, and the student must not plan to take a leave of absence or study abroad during the period of intended study abroad. (Travel across academic years is not permitted.)
- (5) Have not completed the "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 27, 2023 (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

Those who have been permitted to take such courses are obliged to submit the reports in (1) and (2) below, and the reports must be submitted within three weeks of their return to Japan. However, if the return to Japan is scheduled after February 8, the deadline is February 29 (Thursday).

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)