

専門日本語研修（文化・学術専門家）

申請要領

平成 22 年度用
For Fiscal 2010

JAPANESE-LANGUAGE PROGRAM FOR SPECIALISTS
(SPECIALISTS IN CULTURAL AND ACADEMIC FIELDS)
APPLICATION INSTRUCTIONS

国際交流基金
The Japan Foundation

申請書は国際交流基金の海外拠点又は在外公館に提出してください。東京の国際交流基金本部では海外からの申請を受け付けていませんのでご注意ください。また、海外拠点又は在外公館に申請する旨を事前に連絡していない場合は、申請書を提出しても無効となる場合があります。ご不明な点があれば、国際交流基金の海外拠点又は在外公館にお尋ねください。インターネットやメールによる申請書の提出は受け付けていません。

Applications should be submitted to the Japan Foundation office in your country, or, if the Japan Foundation has no office in your country, the nearest diplomatic mission of Japan. The Japan Foundation Headquarters in Tokyo does not accept applications from overseas applicants. It is also necessary that you contact the overseas agency mentioned above to inform them of your planning to apply *in advance of submitting your application to them*. For further information, please contact to the Japan Foundation office or diplomatic mission of Japan. The Japan Foundation does not accept applications submitted by e-mail.

1. ABOUT THIS APPLICATION FORM

This application form includes the following sheets to be filled in by the applicant.

- SHEET 1-A APPLICANT SHEET (for Researchers and Postgraduate Students)
- SHEET 1-B APPLICANT SHEET (for Librarians)
- SHEET 1-C APPLICANT SHEET (for Curators)
- SHEET 2 RECOMMENDATION SHEET
- SHEET 3 ASSESSMENT FORM OF JAPANESE LANGUAGE ABILITY
- SHEET 4 CHECK SHEET FOR ELIGIBILITY

* Please note that applications cannot be returned.

IMPORTANT :

- 1) As for the information on the contents and eligibility of the program, please refer to the attachment.
- 2) “Fiscal 2010-2011 The Japan Foundation Program Guideline” is available at the Japan Foundation offices and the diplomatic missions of Japan. Also available on the Web Site:

<http://www.jpff.go.jp/e/about/program/index.html>

1. この申請書について

この申請書には、次の用紙が含まれています。

- シート 1-A 候補者シート(研究者・大学院生用)
- シート 1-B 候補者シート(専任司書用)
- シート 1-C 候補者シート(専任学芸員用)
- シート 2 推薦書シート
- シート 3 日本語能力評価用紙
- シート 4 申請資格(チェックリスト)

提出された申請書は返却できませんので、ご留意下さい。

【重要】

- 1) 研修内容や申請資格等については、別紙のとおりです。
- 2) 『平成 22 年度国際交流基金 公募プログラムガイドライン』が、基金の海外事務所又は在外公館にあります。また、インターネットのウェブサイトでもご覧になれます。

http://www.jpff.go.jp/j/about_j/program_j/index.html

2. SUBMITTING APPLICATION

You should submit the application form to the nearest Japan Foundation office, or the diplomatic mission of Japan, by December 1, 2009

Regardless of whether or not you hold a nationality of the country you currently live, the application will be accepted at the nearest Japan Foundation office, or the diplomatic mission of Japan.

3. REQUIRED SHEETS AND ATTACHMENTS

SHEET1-A APPLICANT SHEET (only for Researchers and Postgraduate Students)
 SHEET1-B APPLICANT SHEET (only for Librarians)
 SHEET 1-C APPLICANT SHEET (only for Curators)
 SHEET 2 RECOMMENDATION SHEET
 SHEET 3 ASSESSMENT FORM OF JAPANESE-LANGUAGE ABILITY
 SHEET 4 CHECK SHEET FOR ELIGIBILITY

Also attach:

- A copy of one of your achievements
 They mean your publications, dissertations, or scripts of your major research work, etc. In case of a book, you may attach a copy of an excerpt, instead of all pages. In case of postgraduate students, the certificate of marks for the universities would also be acceptable. In case of librarians, your library reports, and achievements in your library service such as making catalogues of books, developing a cataloguing system, etc. would also be acceptable.
- Summary of your achievements
 As instructed on each "APPLICANT SHEET", also attach a summary of your achievements listed on them (about 50 words for each).

4. ACKNOWLEDGEMENT OF RECEIPT

When applicants need to have acknowledgment of receipt of the application, they should enclose a stamped, self-addressed postcard with the application, on which applicants should write as follows:

"Please send us acknowledgment of receipt of the application."

The postcard will be returned with the signature of the officer-in-charge at the Japan Foundation overseas office or the diplomatic mission of Japan to acknowledge receipt of the application.

2. 申請手続き

2009年12月1日までに、最寄りの国際交流基金海外事務所又は日本国在外公館に提出して下さい。

なお、自分の国籍とは異なる国及び地域に居住して、本件プログラムに申請する場合には、現在の居住地の最寄り国際交流基金海外事務所又は日本国在外公館宛に申請書を直送して下さい。

3. 必要提出書類

シート 1-A 候補者シート(研究者・大学院生のみ)
 シート 1-B 候補者シート(専任司書のみ)
 シート 1-C 候補者シート(専任学芸員のみ)
 シート 2 推薦書シート
 シート 3 日本語能力評価用紙
 シート 4 申請資格(チェックリスト)

* 以下も添付して下さい。

- 1) 研究業績のコピー(1点)
 著書、論文、研究発表原稿等。著書の場合、一部の抜粋でも可。候補者が大学院生の場合、学部及び大学院の成績証明書でも可。候補者が専任司書の場合、業務に関連する報告書、蔵書目録作成やシステム開発に関する業務業績等でも可。
- 2) 各候補者シートに列挙した各研究業績の概要
 各々約50語程度の要約

4. 申請書受理通知

申請書の受領通知を希望する申請者は、はがきに返信用切手を添付の上、住所、氏名、及び受領通知を希望する旨を記載して、申請書に同封して下さい。事務所・公館の担当者が申請書を受領したことを証する為に、署名して返送します。但し、返信用切手が貼っていないもの、必要事項が記載されていないものは、返送しませんので、ご留意下さい。

However, please note that *a postcard that lacks the applicants' name, address, the name of the program, and the necessary postage stamp will not be returned.*

5. SELECTION AND NOTIFICATION OF RESULTS

The Japan Foundation will screen the applications. The result will be notified by April 2010 through the Japan Foundation office or the diplomatic mission of Japan.

6. DISCLOSURE OF INFORMATION

- 1) Details of the participants, such as name, gender, affiliation, occupation, position, country, research topics etc. will be on the *Kokusai Koryu Kikin Jigyo Jisseki (Detailed Annual Reports of the Japan Foundation Activities)*, Japan Foundation's website, the Program Guide of the Institute and other public relations materials.
- 2) When a request for information based on the "Law Concerning the Disclosure of Information Held by Independent Administrative Institutions, etc." (Law No. 140 of December 5, 2001), is received, materials such as submitted application forms will be disclosed, unless stipulated by law as not to be disclosed.

7. PERSONAL INFORMATION

- 1) The Japan Foundation will appropriately handle personal information in accordance with the "Law Concerning Access to Personal Information Held by Independent Administrative Institutions etc." (Law No. 59 of 2003).
<http://www.jpf.go.jp/e/privacy/index.html>
- 2) The application form and other related documents cannot be returned to the applying institution under any circumstances.
- 3) There may also be cases in which the Japan Foundation uses the information written on the application form to contact you to inform you of other the Japan Foundation's activities or to send you some public-relations materials.
- 4) Copies of applications and attached materials may be provided to outside consultants in order to facilitate the screening process and to analyze for evaluation of the programs.

5. 審査および採否通知

国際交流基金が審査を行い、採否結果は、2010年4月に国際交流基金海外事務所又は日本国在外公館を通じて通知されます。

6. 事業情報の公開

- 1) 採用された場合、採用者の氏名、性別、所属機関、職業、肩書、国名、研究テーマ等の情報は、国際交流基金の事業実績、年報、ホームページ、研修実施案内等において公表されます。
- 2) 「独立行政法人等の保有する情報の公開に関する法律」(平成13年法律第140号)に基づく開示請求が国際交流基金に対してなされた場合には、同法に定める不開示情報を除き、提出された申請書類等は、原則として開示されます。

7. 個人情報の取扱い

- 1) 国際交流基金は、平成17年4月1日に施行された「独立行政法人等の保有する個人情報の保護に関する法律」(平成15年法律第59号)を遵守し、個人情報を取り扱う際には、適正な収集・利用・管理を行います。国際交流基金の個人情報保護への取り組みについては、以下のウェブサイトをご覧ください。
<http://www.jpf.go.jp/j/privacy/index.html>
- 2) 提出された申請書および関連書類は一切返却致しません。
- 3) 申請書に記入される連絡先に、他の基金事業についてご案内をお送りすることがあります。
- 4) 採否審査、事業評価の手続きのため、申請書および添付書類を外部有識者等の評価者に提供することがあります。その際、評価者には、個人情報の安全確保のための措置を講じてもらうようにしています。

5) Details of the participants, such as name, gender, affiliation, occupation, position, country, research topics etc. will be on the Program Guide of the Institute, and may also be published in the *Detailed Annual Report of the Japan Foundation Activities*, *The Japan Foundation Newsletter*, the Japan Foundation's website, and other public-relations materials. They are also used in compiling statistics carried in the Annual Report.

6) Details of the participants are used in analysis for evaluation of the programs and for other academic purposes.

7) In the process of running the program, details of the participants, such as name, gender, date of birth, affiliation, occupation, position, specialization, research topics, country, home address and program period will be provided to the following institutions;

- the Japanese Ministry of Foreign Affairs and its overseas entities (for issuing visa and sending documents concerning the participation to the program)
- the insurance company and its agencies (for overseas travel accident insurance)
- the related airline companies (for issuing air tickets)
- the related travel agencies and hotels (for study trips)
- the local governments, cultural or educational entities, and cultural specialists (for cultural activities)
- the press (for publicity purposes)

8) There may be cases in which the Japan Foundation sends questionnaires to the addresses written on this application form after the program has ended.

8. NUMBER OF GRANTS IN RECENT YEARS

Please see the following website.

http://www.jpf.go.jp/j/kansai/programs/j_ps.html

5)採用された場合、採用者（研修生）の氏名、性別、所属機関、職業、肩書、国名、研究テーマ等の情報を研修実施案内に公表するほか、国際交流基金の事業実績、ホームページ等、国際交流基金が公式に作成する資料において公表されます。また、年報に掲載する統計資料作成に、利用されることがあります。

6) 事業評価及び学術研究の資料作成の為、採用者及び所属機関の情報を利用することがあります。

7) 研修事業実施の為、採用者の氏名、性別、生年月日、所属機関、職業、肩書、研究テーマ、国名、自宅住所、研修期間等に関する情報を以下の機関に提供します。

- 日本国外務省および関連各公館（査証手配及び参加関連書類送付の為）
- 保険会社およびその代理店（海外旅行傷害保険加入の為）
- 関係各航空会社（航空券手配の為）
- 関係国内旅行会社、宿泊施設（研修旅行等の実施の為）
- 関係自治体、文化・教育団体及び文化専門家（各種文化プログラム実施の為）
- 報道機関（基金事業の広報の為）

8) 事業終了後に、本件事業に関するフォローアップのためのアンケートをお願いすることがあります。

8.過去の採用案件一覧について

こちらのウェブサイトをご参照下さい。

http://www.jpf.go.jp/j/kansai/programs/j_ps.html

Attachment

Program Description and Applicants

This program is an intensive training course of Japanese language for the following applicants.

- 1) Scholars and researchers outside Japan in the fields of social sciences or humanities who need to learn Japanese language for their research activities
- 2) Postgraduate students outside Japan who major in the fields of the social sciences or humanities, wish to be engaged in jobs related to Japanese-studies in future, and need to learn Japanese-language for their academic research activities
- 3) Full-time librarians of higher education / research institutions or public libraries outside Japan who wish to improve their practical Japanese language proficiency to perform their jobs better
- 4) Full-time curators of museums outside Japan currently working for international exchange programs involving Japan who need a good command of Japanese language for specific work-related purposes

Note This program is essentially a language course for those who need Japanese language proficiency for specialized work and research activities, and education in any particular field of study is not intended in the curriculum.

At the time of application, all of the participants should be at Level 3 or higher than Level 3 of the Japanese Language Proficiency Test or its equivalent.

Duration There will be two courses as described below:

- 1) 2-month course: From June 2010 to August 2010
- 2) 6 -month course: From June 2010 to December 2010

Description of the Program

[2-month course]

Focusing on the proficiency of general Japanese language, the program aims to help improve speaking, hearing, reading, and writing skills. Optional lessons to meet individual Japanese language needs for specialized work purposes and academic research activities are also offered.

Moreover, the program includes some activities for enhancing participants' understanding of Japanese society, such as social events with the local community, field trips, etc.

[6-month course]

Focusing on Japanese language proficiency necessary for specialized work or research activities, the program aims to help participants acquire Japanese language skills necessary to collect and present information in their major fields and network with people in their fields.

It also enables participants to carry out various kinds of activities such as visits to other institutions, interviewing professionals, etc. And through these activities they will develop their practical Japanese language skills.

(Hence it is essential for participants to have a specific and concrete theme of their work /study/research and to be independent and willing enough to design and plan their major field-related activities to be carried out outside the Institute.)

Moreover, the program includes some activities for enhancing participants' understanding of Japanese society, such as social events with the local community, field trips, etc.

Visits to other institutions will also be planned according to the interests of individual participants.

Number of Participants for FY 2009

Application 141/Acceptance 45

- 1) 2-month course: approximately 30 people
- 2) 6-month course: approximately 15 people

Policy of Screening

- 1) In the screening process, such factors as applicants' current Japanese language proficiency, Japanese language training needs, achievements and content of their work and research, future possibility of their success, and their aptitude to acquire Japanese language for research and specific work purposes will be all taken into consideration comprehensively.
- 2) In the 2-month course, priority will be given to the following applicants in order to develop and encourage Japanese studies and exchanges between Japan and applicants' nations.
 - a. Researchers, postgraduate students, full-time curators and full-time librarians who have an excellent achievement in their specific fields (especially in social sciences), and
 - b. Those (not only researchers and postgraduate students but also full-time librarians and full-time

curators) who have no experience of studying or living in Japan.

- 3) In the 6-month course, priority will be given to the following applicants.
 - a. Specialists who are currently engaged in their profession,
 - b. Postgraduate students who have a specific and concrete theme in their study and plan to take a job related to Japanese studies, and
 - c. Students officially registered in Doctor's course of a graduate school.

- 4) Applications which are related to major cultural exchange events indicated by the Ministry of Foreign Affairs of Japan will be given higher priority.

- 5) In the view of ripple effect, priority will also be given to the applicants who belong such affiliations as major institutions of advanced education, research organizations or public sector organizations.

Application Deadline : December 1, 2009

Notification of Results : April, 2010

Contact Information/Section in Charge

Educational Training Section,
The Japan Foundation Japanese-Language Institute, Kansai

専門日本語研修（文化・学術専門家）申請書

JAPANESE-LANGUAGE PROGRAM FOR SPECIALISTS

(SPECIALISTS IN CULTURAL AND ACADEMIC FIELDS)

APPLICATION FORM

平成 22 年度用

For Fiscal 2010

国際交流基金
The Japan Foundation

SHEET 1-A

APPLICANT SHEET for Researchers and Postgraduate Students

候補者シート（研究者・大学院生用）

Please fill in this application form in Japanese or in English. / 申請書は、日本語または英語で記入してください。

Check the course for which you wish to apply. / 参加希望のコースに印をつけて下さい。

[1st Priority][2nd Priority]

[第 1 希望] [第 2 希望]

2-month course (Jun.-Aug. 2010) 2ヶ月コース（2010年6月 - 8月）

6-month course (Jun.-Dec. 2010) 6ヶ月コース（2010年6月 - 12月）

1. Applicant

申請者

Name氏名 _____

Personal Home Address

申請者住所 _____

Country国名 _____

Nationality

Telephone

国籍 _____

電話 _____

Signature of the applicant

Date of signature

申請者署名 _____ 日付 _____

Check your current status. 現在の身分に印をつけて下さい。

Researcher 研究者

Postgraduate student (masters course) 大学院生（修士課程在籍中）

If the date to start the Doctoral course is already determined, please write the date.

博士課程進学が確定している人は、入学予定年月日を記入。

Year Month Day

____年____月____日

Postgraduate student (doctoral course) 大学院生（博士課程在籍中）

Date proceeded (or planned to proceed) to the Degrees (masters, doctorate)

学位取得年月日 (予定を含む)

	Year	Month	Day
Masters Degree 修士号	年	月	日
	Year	Month	Day
Doctoral Degree 博士号	年	月	日

2. Present affiliation

所属先

Name of University, Institute, etc.
大学・研究機関名

This affiliation permits the applicant mentioned above to apply for this program and in case he/she is selected, to participate in this program.

当機関は、上記の者が本研修事業に申請すること、及び採用された場合に本研修事業に参加することを許可致します。

Signature of Representative of the affiliation

代表者署名

Name of Representative of the affiliation

代表者氏名

Name of Department, Course, etc.

所属コース(研究科名等)

Address

住所

Country 国名

TEL

FAX

URL

3. The person who recommends the applicant

推薦者

Names and positions or titles of the two people who write "Recommendation Sheets".

推薦書シートの推薦者の氏名、肩書

1) Name 氏名

Position/Title
職名

2) Name 氏名

Position/Title
職名

For the use of personal information, please refer to the "Application Instructions" 7. Personal Information.
 個人情報の利用目的については、申請要領の「7.個人情報の取扱い」をご覧ください。

4. Name 氏名

In Roman alphabet and Kanji (if you have) ローマ字及び漢字		
Roman alphabet ローマ字	_____	_____
Kanji 漢字	_____	_____
	(Family Name)	(First Name) (Middle Name)

5. Sex 性別

Male 男

Female 女

6. Date of Birth 生年月日

_____/_____/_____
(Day 日)_____/_____/_____
(Month 月)_____/_____/_____
(Year 年)

Age 年齢 _____

7. E-mail _____

8. Nearest International Airport 最寄国際空港 _____

9. Academic Background 学歴

Institution 機関名	Location 場所	Period 期間	Major 専攻	Degree, diploma 学位
		_____/_____/_____ (month) (year) ~ (month) (year)		
		_____/_____/_____ (month) (year) ~ (month) (year)		
		_____/_____/_____ (month) (year) ~ (month) (year)		

10. Professional Experience 職歴

Institution 機関名	Location 場所	Period 期間	Position 地位	Type of Operation 職種
		_____/_____/_____ (month) (year) ~ (month) (year)		
		_____/_____/_____ (month) (year) ~ (month) (year)		
		_____/_____/_____ (month) (year) ~ (month) (year)		

11. Previous Stay in Japan 日本滞在歴

(period, purpose, grants received, if any 期間、目的、受けたグラントを明記のこと)

12. First Language (Mother tongue) 母語 _____

13. Experience in learning foreign languages other than Japanese 既習外国語 (日本語を除く)

Language 言語	Proficiency 能力				Language 言語	Proficiency 能力		
English 英語	Excellent よくできる	Good できる	Fair 少し	Poor できない		Excellent よくできる	Good できる	Fair 少し
	Excellent よくできる	Good できる	Fair 少し			Excellent よくできる	Good できる	Fair 少し

14. Write your major work, research or dissertation (Please select up to 5 works).

研究業績・論文（主なもの5点まで）

Attach a copy of one of the above-mentioned works. Also attach the summary (approx. 50 words each) of each of these works.

上記業績の内の1つのコピーを添付すること。また、各業績の研究概要（各々約50語程度の要約）を添付すること。

Title of works or dissertations, year of publishing, name of publisher, journal, or conference, language use in it, etc.

題名、発表年、出版社・雑誌名、会議名、使用言語、その他

15. Describe your major field of study or research 専門分野・研究について**(1) Key words of your major study or research at present (Please select up to 5 words).**

現在、自分が行っている研究のキーワード（5 つまで）

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

(2) Title of the dissertation you plan to write.

予定している論文のテーマ

(3) Contents of your major study or research at present, and fields or subjects in which you are interested.

現在、自分が主に行っている研究の内容、関心のある分野・テーマ等

16. Reason for applying to the program. 参加志望理由

17. How will the Japanese language be useful in your job/study? Please describe as specifically as possible.

自分の職務や研究において日本語能力がどのように役立つか。できるだけ具体的に。

18. Study or research plan after participation in this program. 本研修参加後の研究予定

19. Experience of learning the Japanese language 日本語学習歴

Institution 機関	Period 期間	Hours per week 週時間数	Textbooks 使用教材
	____ ~ ____ (month) (year) (month) (year)		
	____ ~ ____ (month) (year) (month) (year)		
	____ ~ ____ (month) (year) (month) (year)		
	____ ~ ____ (month) (year) (month) (year)		

20. Score(s) of the Japanese Language Proficiency Test administered by the Japan Foundation

日本語能力試験（国際交流基金主催）のスコア

Year 年	Level 級	Score 点数	Test Site 都市	Reg. Number 受験番号	Certificate Number (if passed) 認定書番号（合格の場合）
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Have not taken the Test before. 受験経験なし

21. Present proficiency in the Japanese Language 現在の日本語能力

Please check all items which are within the applicant's ability.
下記項目の該当する欄をすべてマークして下さい。

Conversation 会話力

(1) Daily Life / 一般

No ability. / 全くできない。

Can make greetings and introduce oneself. / あいさつ、自己紹介ができる。

Can converse on survival level. / 日常生活を送るのに最低限必要な会話ができる。

Can converse with ease. / 日常生活の会話にはほぼ問題ない。

Can converse about current social topics. / 今、社会で問題になっていることについて会話をすることができる。

(2) Job 職務

No ability. / 全くできない。

Can explain briefly about his/her job or field of study. / 自分の職務や専門分野について簡単に説明できる。

Can answer the question on his/her job or field of study / 自分の職務や専門分野に関する質問に答えることができる。

Can discuss social issues or topics from his/her field of study. / 社会問題や専門分野について議論できる。

Characters 文字

(1) Hiragana & Katakana ひらがな・カタカナ

Can not read nor write. / 読めない。書けない。

Can read and write. / 読める。書ける。

(2) Kanji 漢字

Can understand () Kanji. fill in approx. number / 理解できる漢字 () 字程度

Can write () Kanji. fill in approx. number / 書ける漢字 () 字程度

Reading 読む力

No ability. / 全くできない。

Can understand simple sentences. / 簡単な文が理解できる。

Can understand paragraphs on basic level. / 初級レベルの文章が理解できる。

Can understand paragraphs on intermediate level. / 中級レベルの文章が理解できる。

Can read newspaper articles/academic papers and understand most of the contents with dictionaries. / 辞書を使いながら新聞記事、専門書を読んで概要が理解できる。

Can read newspaper articles/academic papers and understand most of the contents without dictionaries. / 辞書なしで新聞記事、専門書を読んで概要が理解できる。

Writing 書く力

No ability. / 全くできない。

Can write simple sentences. / 簡単な文が書ける。

Can write easy paragraphs on a designated topic. / 与えられたテーマで簡単な文が書ける。

Can write a summary of a short selection after reading it. / 短い文章を読んで要約文が書ける。

Can write a paper on the topic in his/her job or field of study. / 自己の職務や専門分野についての短いレポートが書ける。

Can write a paper on the topic in his/her job or field of study without dictionaries. / 辞書なしで自己の専門に関して論文が書ける。

22. What specific ability in the Japanese language do you want to improve or acquire through this program?

どのような日本語の能力を本研修で習得したいか、具体的に書いて下さい。

専門日本語研修（文化・学術専門家）申請書

JAPANESE-LANGUAGE PROGRAM FOR SPECIALISTS

(SPECIALISTS IN CULTURAL AND ACADEMIC FIELDS)

APPLICATION FORM

平成 22 年度用
For Fiscal 2010

国際交流基金
The Japan Foundation

SHEET 1-B

APPLICANT SHEET for Librarians

候補者シート（専任司書用）

Please fill in this application form in Japanese or in English. / 申請書は、日本語または英語で記入してください。

Check the course for which you wish to apply. / 参加希望のコースに印をつけて下さい。

[1st Priority][2nd Priority]

[第 1 希望] [第 2 希望]

2-month course (Jun.-Aug. 2010) 2ヶ月コース（2010年6月 - 8月）

6-month course (Jun.-Dec. 2010) 6ヶ月コース（2010年6月 - 12月）

1. Applicant

申請者

Name氏名 _____

Personal Home Address

申請者住所 _____

Country国名 _____

Nationality

Telephone

国籍 _____

電話 _____

Signature of the applicant

Date of signature

申請者署名 _____ 日付 _____

If you are currently a full-time librarian and at the same time either a researcher or postgraduate student (in master course or doctor course), you need to complete the questions with providing all the requested information.

現在、図書館の専任司書であり、且つ「研究者」「大学院生（修士課程在籍中）」「大学院生（博士課程在籍中）」である申請者は、以下2箇所の 印の設問項目にも記入すること。

Check your current status. 現在の身分に印をつけて下さい。

Researcher 研究者

Postgraduate student (masters course) 大学院生（修士課程在籍中）

If the date to start the Doctoral course is already determined, please write the date.

博士課程進学が確定している人は、入学予定年月日を記入。

Year Month Day
 _____年 _____月 _____日

Postgraduate student (doctoral course) 大学院生 (博士課程在籍中)

Date proceeded (or planned to proceed) to the Degrees (masters, doctorate)
 学位取得年月日 (予定を含む)

	Year	Month	Day
Masters Degree 修士号	_____年	_____月	_____日
	Year	Month	Day
Doctoral Degree 博士号	_____年	_____月	_____日

2. Present affiliation

所属先

Name of the library to which the applicant belongs

所属図書館名 _____

This library permits the applicant mentioned above to apply for this program and in case he/she is selected, to participate in this program.

当館は、上記の者が本研修事業に申請すること、及び採用された場合に本研修事業に参加することを許可致します。

Signature of Representative of the library

代表者署名 _____

Name of Representative of the library

代表者氏名 _____

Position/Title

職名 _____

Address

所在地 _____

Country 国名 _____

TEL _____

FAX _____

URL _____

Major Duties

主要業務 _____

3. The person who recommends the applicant

推薦者

Names and positions or titles of the two people who write "Recommendation Sheets".
推薦書シートの推薦者の氏名、肩書

1) Name 氏名 _____

Position/Title
職名 _____

2) Name 氏名 _____

Position/Title
職名 _____

For the use of personal information, please refer to the "Application Instructions" 7. Personal Information.

個人情報の利用目的については、申請要領の「7.個人情報の取扱い」をご覧ください。

4. Name 氏名

In Roman alphabet and Kanji (if you have) ローマ字及び漢字

Roman alphabet
ローマ字 _____

Kanji 漢字 _____

(Family Name)

(First Name)

(Middle Name)

5. Sex 性別

Male 男

Female 女

6. Date of Birth 生年月日

(Day 日)_____
(Month 月)_____
(Year 年)

Age 年齢 _____

7. E-mail _____

8. Nearest International Airport 最寄国際空港 _____

9. Academic Background 学歴

Institution 機関名	Location 場所	Period 期間				Major 専攻	Degree, diploma 学位
		_____ (month)	_____ (year)	~	_____ (month)	_____ (year)	
		_____ (month)	_____ (year)	~	_____ (month)	_____ (year)	
		_____ (month)	_____ (year)	~	_____ (month)	_____ (year)	

10. Previous Stay in Japan 日本滞在歴

(period, purpose, grants received, if any 期間、目的、受けたグラントを明記のこと)

11. First Language (Mother tongue) 母語 _____

12. Experience in learning foreign languages other than Japanese 既習外国語（日本語を除く）

Language 言語	Proficiency 能力				Language 言語	Proficiency 能力		
English 英語	Excellent よくできる	Good できる	Fair 少し	Poor できない		Excellent よくできる	Good できる	Fair 少し
	Excellent よくできる	Good できる	Fair 少し			Excellent よくできる	Good できる	Fair 少し

13. About the library to which the applicant belongs 所属図書館について

- (1) Year of establishment 設立年 _____
- (2) Number of total staffs 職員総数 _____ (3) Total number of Librarians 司書総数 _____
- (4) Number of full-time librarians 専任司書 _____
- (5) Number of part-time librarians 非専任司書 _____
- (6) Number of users per year 年間利用者数 _____
- (7) Major kinds of users (Please specify, such as students, researchers, general public, etc.)
主な利用者の種類（学生、研究者、一般人等、具体的に記す。）

14. About the collection and management of the library 図書館の蔵書、運営について

Fill in the blanks with _____ marks / 印の欄に記入すること	The whole library 図書館全体	Materials in Japanese 日本語の資料
Number of books 蔵書数	冊	冊
Number of books acquired annually 図書年間受入冊数	冊	冊
Number of volumes of dictionaries and other reference materials in Japanese 日本語の辞書・参考図書類冊数		冊
Number of volumes of textbooks and other learning materials on the Japanese language 日本語教材類冊数		冊
Method of classification of books 図書の分類法		
Number of periodicals regularly acquired 受入定期刊行物	誌	誌
Number of newspapers subscribed 購読新聞数	紙	紙

15. The applicant's experience of education or training for librarianship
図書館学関連学習歴、研修受講歴

Institution (university, school, etc.) 機関名	Term 期間	License, diploma, etc. 取得資格等
	_____ ~ _____ (month) (year) (month) (year)	
	_____ ~ _____ (month) (year) (month) (year)	

16. The applicant's career as a librarian 候補者の司書歴

Please specify the length of your service, your main duties, your work status (full-time or part-time), and the type of your work.

In the section of Type of Work, please describe your work as concretely as possible. If there is any achievement in your work such as book cataloguing and system development, please include them as well.

業務期間、主要業務、専任・非専任の別、業務内容を記入してください。

業務内容の欄には、あなたの担当業務について具体的に記述してください。また、業務業績(蔵書目録作成、システム開発等)があれば、記述してください。

Institution/ Library 機関名	Term 期間・Position 地位・ Main Duties 主要業務	Type of Work 業務内容
(例) 関西センタ ー図書館	9 2006 ~ 12 2009 (present) (month) (year) (month) (year) <input checked="" type="checkbox"/> Full Time 専任 Part Time 非専任 【Main Duties 主要業務】 日本語資料の整理、レファレンスサービス	日本語資料の整理：日本語の資料を NDC で分類し、 目録を作成しています。2007 年には、『関西センター図 書館日本語資料蔵書目録』を作成しました。 レファレンスサービス：日本に関する資料や日本に関す る情報について、幅広くレファレンスサービスを提供し ています。自館で回答できない場合には、国立国会図書 館に問い合わせをして回答しています。2008 年より、 メールで回答するサービスも始めました。
	~ _____ (month) (year) (month) (year) Full Time 専任 Part Time 非専任 【Main Duties 主要業務】	
	~ _____ (month) (year) (month) (year) Full Time 専任 Part Time 非専任 【Main Duties 主要業務】	
	~ _____ (month) (year) (month) (year) Full Time 専任 Part Time 非専任 【Main Duties 主要業務】	

17. Reason for applying to the program. 参加志望理由

(1) Key words of your major study, research or library work at present (Please select up to 5 words).

現在、自分が行っている研究や業務のキーワード（5 つまで）

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

(2) Describe your research project, something related to the issues of your library work

現在、自分が主に行っている研究課題、業務上の課題について記述してください。

(3) How will the Japanese language be useful in your job/study? Please describe as specifically as possible.

自分の職務や研究において日本語能力がどのように役立つか。できるだけ具体的に。

18. Career plan after participation in this program. 本研修参加後の職務計画

19. Experience of learning the Japanese language 日本語学習歴

Institution 機関	Period 期 間 (month) (year) ~ (month) (year)	Hours per week 週時間数	Textbooks 使用教材
	(month) (year) ~ (month) (year)		
	(month) (year) ~ (month) (year)		
	(month) (year) ~ (month) (year)		
	(month) (year) ~ (month) (year)		

20. Score(s) of the Japanese Language Proficiency Test administered by the Japan Foundation
日本語能力試験（国際交流基金主催）のスコア

Year 年	Level 級	Score 点数	Test Site 都市	Reg. Number 受験番号	Certificate Number (if passed) 認定書番号（合格の場合）

Have not taken the Test before. 受験経験なし

21. Present proficiency in the Japanese Language 現在の日本語能力

Please check all items which are within the applicant's ability.
下記項目の該当する欄をすべてマークして下さい。

Conversation 会話力

(1) Daily Life / 一般

No ability. / 全くできない。

Can make greetings and introduce oneself. / あいさつ、自己紹介ができる。

Can converse on survival level. / 日常生活を送るのに最低限必要な会話ができる。

Can converse with ease. / 日常生活の会話にはほぼ問題ない。

Can converse about current social topics. / 今、社会で問題になっていることについて会話をすることができる。

(2) Job 職務

No ability. / 全くできない。

Can explain briefly about his/her job or field of study. / 自分の職務や専門分野について簡単に説明できる。

Can answer the question on his/her job or field of study / .自分の職務や専門分野に関する質問に答えることができる。

Can discuss social issues or topics from his/her field of study. / 社会問題や専門分野について議論できる。

Characters 文字

(1) Hiragana & Katakana ひらがな・カタカナ

Can not read nor write. / 読めない。書けない。

Can read and write. / 読める。書ける。

(2) Kanji 漢字

Can understand () Kanji. fill in approx. number / 理解できる漢字 () 字程度

Can write () Kanji. fill in approx. number / 書ける漢字 () 字程度

Reading 読む力

No ability. / 全くできない。

Can understand simple sentences. / 簡単な文が理解できる。

Can understand paragraphs on basic level. / 初級レベルの文章が理解できる。

Can understand paragraphs on intermediate level. / 中級レベルの文章が理解できる。

Can read newspaper articles/academic papers and understand most of the contents with dictionaries. / 辞書を使いながら新聞記事、専門書を読んで概要が理解できる。

Can read newspaper articles/academic papers and understand most of the contents without dictionaries. / 辞書なしで新聞記事、専門書を読んで概要が理解できる。

Writing 書く力

No ability. / 全くできない。

Can write simple sentences. / 簡単な文が書ける。

Can write easy paragraphs on a designated topic. / 与えられたテーマで簡単な文が書ける。

Can write a summary of a short selection after reading it. / 短い文章を読んで要約文が書ける。

Can write a paper on the topic in his/her job or field of study. / 自己の職務や専門分野についての短いレポートが書ける。

Can write a paper on the topic in his/her job or field of study without dictionaries. / 辞書なしで自己の専門に関して論文が書ける。

22. What specific ability in the Japanese language do you want to improve or acquire through this program?

どのような日本語の能力を本研修で習得したいか、具体的に書いて下さい。

専門日本語研修（文化・学術専門家）申請書

JAPANESE-LANGUAGE PROGRAM FOR SPECIALISTS

(SPECIALISTS IN CULTURAL AND ACADEMIC FIELDS)

APPLICATION FORM

平成 22 年度用
For Fiscal 2010

国際交流基金
The Japan Foundation

SHEET 1-C

APPLICANT SHEET for Curators

候補者シート（学芸員用）

Please fill in this application form in Japanese or in English. / 申請書は、日本語または英語で記入してください。

Check the course for which you wish to apply. / 参加希望のコースに印をつけて下さい。

[1st Priority][2nd Priority]

[第 1 希望] [第 2 希望]

2-month course (Jun.-Aug. 2010) 2ヶ月コース（2010年6月 - 8月）

6-month course (Jun.-Dec. 2010) 6ヶ月コース（2010年6月 - 12月）

1. Applicant

申請者

Name氏名 _____

Personal Home Address

申請者住所 _____

Country国名 _____

Nationality

Telephone

国籍 _____

電話 _____

Signature of the applicant

Date of signature

申請者署名 _____ 日付 _____

If you are currently a curator of a museum and at the same time either a researcher or postgraduate student (in master course or doctor course), you need to complete the questions with providing all the requested information.

現在、博物館/美術館の学芸員であり、且つ「研究者」「大学院生（修士課程在籍中）」「大学院生（博士課程在籍中）」である申請者は、以下 2 箇所の 印の設問項目にも記入すること。

Check your current status. 現在の身分に印をつけて下さい。

Researcher 研究者

Postgraduate student (masters course) 大学院生（修士課程在籍中）

If the date to start the Doctoral course is already determined, please write the date.

博士課程進学が確定している人は、入学予定年月日を記入。

Year Month Day
 _____年 _____月 _____日

Postgraduate student (doctoral course) 大学院生 (博士課程在籍中)

Date proceeded (or planned to proceed) to the Degrees (masters, doctorate)
 学位取得年月日 (予定を含む)

	Year	Month	Day
Masters Degree 修士号	_____年	_____月	_____日
	Year	Month	Day
Doctoral Degree 博士号	_____年	_____月	_____日

2. Present affiliation

所属先

Name of the museum to which the applicant belongs

所属博物館/美術館名 _____

This museum permits the applicant mentioned above to apply for this program and in case he/she is selected, to participate in this program.

当館は、上記の者が本研修事業に申請すること、及び採用された場合に本研修事業に参加することを許可致します。

Signature of Representative of the museum

代表者署名 _____

Name of Representative of the museum

代表者氏名 _____

Position/Title

職名 _____

Position 地位

Full Time 専任 / Part Time 非専任

Address

所在地 _____

Country 国名 _____

TEL _____ FAX _____ URL _____

Major Duties

主要業務 _____

3. The person who recommends the applicant

推薦者

Names and positions or titles of the two people who write "Recommendation Sheets".

推薦書シートの推薦者の氏名、肩書

1) Name 氏名 _____

Position/Title
職名 _____

2) Name 氏名 _____

Position/Title
職名 _____

For the use of personal information, please refer to the "Application Instructions" 7. Personal Information.
個人情報の利用目的については、申請要領の「7.個人情報の取扱い」をご覧ください。

4. Name 氏名

In Roman alphabet and *Kanji* (if you have) ローマ字及び漢字

Roman alphabet

ローマ字

Kanji 漢字

(Family Name)

(First Name)

(Middle Name)

5. Sex 性別

Male 男

Female 女

6. Date of Birth 生年月日

(Day 日)

(Month 月)

(Year 年)

Age 年齢 _____

7. E-mail _____

8. Nearest International Airport 最寄国際空港 _____

9. Academic Background 学歴

Institution 機関名	Location 場所	Period 期間				Major 専攻	Degree, diploma 学位
		_____	_____	~	_____	_____	
		(month)	(year)		(month)	(year)	
		_____	_____	~	_____	_____	
		(month)	(year)		(month)	(year)	
		_____	_____	~	_____	_____	
		(month)	(year)		(month)	(year)	

10. Professional Experience 職歴

Institution 機関名	Location 場所	Period 期間				Position 地位	Type of Operation 職種
		_____	_____	~	_____	_____	
		(month)	(year)		(month)	(year)	
		_____	_____	~	_____	_____	
		(month)	(year)		(month)	(year)	
		_____	_____	~	_____	_____	
		(month)	(year)		(month)	(year)	

11. Previous Stay in Japan 日本滞在歴

(period, purpose, grants received, if any 期間、目的、受けたグラントを明記のこと)

12. First Language (Mother tongue) 母語 _____

13. Experience in learning foreign languages other than Japanese 既習外国語（日本語を除く）

Language 言語	Proficiency 能力				Language 言語	Proficiency 能力		
English 英語	Excellent よくできる	Good できる	Fair 少し	Poor できない		Excellent よくできる	Good できる	Fair 少し
	Excellent よくできる	Good できる	Fair 少し			Excellent よくできる	Good できる	Fair 少し

14. About the museum to which the applicant belongs 所属博物館 / 美術館について

(1) Year of establishment 設立年 _____

(2) Number of total staffs 職員総数 _____ (3) Total number of Curators 学芸員総数 _____

(4) Number of Full-time Curators 専任学芸員 _____ (5) Number of Part-time Curators 非専任学芸員 _____

(6) Financial base (public, private, NPO, etc.)

設立母体/財源（公立/私立/NPO、等） _____

(7) Admission fee

入場料等 _____

(8) Number of visitors per year 年間利用者数 _____

(9) Major collection

主要なコレクション _____

(10) Contents of major Japanese collection

日本コレクションの有無および内容 _____

(11) Contents of permanent exhibition

常設展の内容

(12) Frequency of organizing special exhibitions

特別展の開催頻度 _____

(13) Themes and contents of the significant special exhibitions

特別展の主たる内容

15. Write your major exhibitions, workshops, symposium, etc. (Please select up to 4 of them.)

学芸員として関わった展覧会、ワークショップ、シンポジウム、等。(主なもの4回まで)

Title of exhibition, year of it, name of place, artists and works, etc.

タイトル、開催年、会場名、出品作家・作品、その他

16. Exhibition you are planning in the future.

今後手がけたいと考えている展覧会等

17. Write your major work, research, dissertation (Please select up to 5 works).

研究業績・論文（主なもの5点まで）

Attach a copy of one of the above-mentioned works. Also attach the summary (approx. 50 words each) of each of these works.

上記業績の内の1つのコピーを添付すること。また、各業績の研究概要（各々約50語程度の要約）を添付すること。

Title of works or dissertations, year of publishing, name of publisher, journal, or conference, language use in it, etc.

題名、発表年、出版社・雑誌名、会議名、使用言語、その他

18. Describe your major field of study or research.

専門分野について

(1) Key words of your major study or research at present (Please select up to 5 words).

現在、自分が行っている研究のキーワード（5 つまで）

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

(2) Title of the paper or the article you plan to write.

予定している論文・記事のテーマ

(3) Contents of your major study or research at present, and fields or subjects in which you are interested.

現在、自分が主に行っている研究の内容、関心のある分野・テーマ等

19. Reason for applying to the program. 参加志望理由

(1) How will the Japanese language be useful in your job? Please check all the items which best reflect your needs.

自分の職務において日本語能力がどのように役立つか、以下の選択肢の中から選んで下さい。(複数回答可)

For collection and conservation of Japanese works. / 日本コレクションの収集・管理のため。

For planning and organizing exhibitions related to Japan (research, negotiation with collectors, cooperation with Japanese curators and researchers, etc.) / 日本に関連する展覧会の企画・実施のため。
(情報収集 / 作品の出品交渉 / 日本の美術館・学芸員・研究者との連携など)

For further investigating your major field of study or research as curator. / 学芸員としての研究テーマを深めるため。

For acquiring administrative skills of Japanese museums, especially skills concerning public relations, conservation of works, planning and organizing exhibitions, etc. / 日本の博物館・美術館における管理運営ノウハウ (対外的広報 / コレクション管理 / イベント開催、等) を学ぶため。

For learning about the service for visitors to Japanese museums, especially multi-lingual service in publishing catalogues or preparing captions for works, etc. / 日本の博物館・美術館の利用者に対するサービス (特にコレクションのカタログやキャプション作成に際しての多言語サービス、等) について学ぶため。

Others. / その他。

(2) Please describe the reasons as specifically as possible. / 上記(1)の理由を具体的に述べて下さい。

20. Experience of learning the Japanese language 日本語学習歴

Institution 機関	Period 期 間	Hours per week 週時間数	Textbooks 使用教材
	____ ~ ____ (month) (year) (month) (year)		
	____ ~ ____ (month) (year) (month) (year)		
	____ ~ ____ (month) (year) (month) (year)		
	____ ~ ____ (month) (year) (month) (year)		

21. Score(s) of the Japanese Language Proficiency Test administered by the Japan Foundation

日本語能力試験（国際交流基金主催）のスコア

Year 年	Level 級	Score 点数	Test Site 都市	Reg. Number 受験番号	Certificate Number (if passed) 認定書番号（合格の場合）
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Have not taken the Test before. 受験経験なし

22. Present proficiency in the Japanese Language 現在の日本語能力

Please check all items which are within the applicant's ability.
下記項目の該当する欄をすべてマークして下さい。

Conversation 会話力

(1) Daily Life / 一般

No ability. / 全くできない。

Can make greetings and introduce oneself. / あいさつ、自己紹介ができる。

Can converse on survival level. / 日常生活を送るのに最低限必要な会話ができる。

Can converse with ease. / 日常生活の会話にはほぼ問題ない。

Can converse about current social topics. / 今、社会で問題になっていることについて会話をすることができる。

(2) Job 職務

No ability. / 全くできない。

Can explain briefly about his/her job or field of study. / 自分の職務や専門分野について簡単に説明できる。

Can answer the question on his/her job or field of study / .自分の職務や専門分野に関する質問に答えることができる。

Can discuss social issues or topics from his/her field of study. / 社会問題や専門分野について議論できる。

Characters 文字

(1) Hiragana & Katakana ひらがな・カタカナ

Can not read nor write. / 読めない。書けない。

Can read and write. / 読める。書ける。

(2) Kanji 漢字

Can understand () Kanji. fill in approx. number / 理解できる漢字 () 字程度

Can write () Kanji. fill in approx. number / 書ける漢字 () 字程度

Reading 読む力

No ability. / 全くできない。

Can understand simple sentences. / 簡単な文が理解できる。

Can understand paragraphs on basic level. / 初級レベルの文章が理解できる。

Can understand paragraphs on intermediate level. / 中級レベルの文章が理解できる。

Can read newspaper articles/academic papers and understand most of the contents with dictionaries. /

辞書を使いながら新聞記事、専門書を読んで概要が理解できる。

Can read newspaper articles/academic papers and understand most of the contents without dictionaries. /

辞書なしで新聞記事、専門書を読んで概要が理解できる。

Writing 書く力

No ability. / 全くできない。

Can write simple sentences. / 簡単な文が書ける。

Can write easy paragraphs on a designated topic. / 与えられたテーマで簡単な文が書ける。

Can write a summary of a short selection after reading it. / 短い文章を読んで要約文が書ける。

Can write a paper on the topic in his/her job or field of study. / 自己の職務や専門分野についての短いレポートが書ける。

Can write a paper on the topic in his/her job or field of study without dictionaries. /

辞書なしで自己の専門に関して論文が書ける。

23. What specific ability in the Japanese language do you want to improve or acquire through this program?

どのような日本語の能力を本研修で習得したいか、具体的に書いて下さい。

RECOMMENDATION SHEET

推薦書シート

This recommendation sheet may be provided to outside consultants in order to facilitate the screening process and to analyze for evaluation of the programs. This sheet cannot be returned.
この推薦書は採否審査(及び採用条件については事業実施後の事業評価)の為、外部有識者等の評価者に提供することがあります。提出された推薦書は返却致しません。

1. Reason(s) for recommending the applicant. 候補者推薦理由

2. Reason(s) for the applicant to take part in this program. 候補者が研修に参加する必要性

3. Requests concerning the training, if any. 研修に対して要望があれば、記入して下さい。

Name 氏名 _____

Signature 署名 _____ Date 日付 _____

RECOMMENDATION SHEET
推薦書シート

This recommendation sheet may be provided to outside consultants in order to facilitate the screening process and to analyze for evaluation of the programs. This sheet cannot be returned.
この推薦書は採否審査(及び採用条件については事業実施後の事業評価)の為、外部有識者等の評価者に提供することがあります。提出された推薦書は返却致しません。

1. Reason(s) for recommending the applicant. 候補者推薦理由

2. Reason(s) for the applicant to take part in this program. 候補者が研修に参加する必要性

3. Requests concerning the training, if any. 研修に対して要望があれば、記入して下さい。

Name 氏名 _____

Signature 署名 _____ Date 日付 _____

ASSESSMENT FORM OF JAPANESE LANGUAGE ABILITY 日本語能力評価用紙

This form must be filled in by a Japanese-language teacher, from an objective viewpoint, and must be attached to the application. The evaluator does not necessarily have to be a teacher who has taught the applicant.

日本語の教師が、候補者の日本語能力を客観的に記入して、他の用紙と同時に提出すること。(評価をする日本語教師は、候補者を直接指導した経験が無い者でも可。)

Assessed by 評価者:

Name氏名 _____ Signature署名 _____

Institution所属機関名 _____

JF にほんごネットワーク(さくらネットワーク)のメンバー機関 Yes はい No いいえ
Is the institution a member of JF Nihongo Network (Sakura network)?

Position/Title 身分・職名 _____

Contact Address and Phone Number
連絡先 _____

Have you ever taught the applicant? 参加候補者への指導経験の有無

No なし Yes ある

If "Yes", please describe how and where you have taught the applicant.
「ある」の場合、その内容を簡単にご説明下さい。

If "No", please describe what the basis of your assessment is.
「なし」の場合、何をもとにした評価か、簡単にご説明下さい。

JAPANESE-LANGUAGE ABILITY OF THE APPLICANT 参加候補者の日本語能力

Please check all items which are within the applicant's ability.
下記項目の該当する欄を全てマークして下さい。

Name of the applicant 候補者氏名

Conversation 会話力

(1) Daily Life / 一般

No ability. / 全くできない。

Can make greetings and introduce oneself. / あいさつ、自己紹介ができる。

Can converse on survival level. / 日常生活を送るのに最低限必要な会話ができる。

Can converse with ease. / 日常生活の会話にはほぼ問題ない。

Can converse about current social topics. / 今、社会で問題になっていることについて会話をすることができる。

(2) Job 職務

No ability. / 全くできない。

Can explain briefly about his/her job or field of study. / 自分の職務や専門分野について簡単に説明できる。

Can answer the question on his/her job or field of study. / 自分の職務や専門分野に関する質問に答えることができる。

Can discuss social issues or topics from his/her field of study. / 社会問題や専門分野について議論できる。

Additional comments on accuracy, fluency, etc. 正確さ、流暢さなど、特記すべきことを記して下さい。

Characters 文字**(1) Hiragana ひらがな**

- Can not read nor write. / 読めない。書けない。
- Can read but can not write. / 読めるが書けない。
- Can read and write. / 読める。書ける。

(2) Katakana カタカナ

- Can not read nor write. / 読めない。書けない。
- Can read but can not write. / 読めるが書けない。
- Can read and write. / 読める。書ける。

(3) Kanji 漢字

- Can understand () Kanji. fill in approx. number / 理解できる漢字 () 字程度
- Can write () Kanji. fill in approx. number / 書ける漢字 () 字程度

Additional comments on accuracy, fluency, etc. 正確さ、流暢さなど、特記すべきことを記して下さい。

Reading 読む力

No ability. / 全くできない。

Can understand simple sentences. (equal to the level 4 of the Japanese-Language Proficiency Test) /
簡単な文が理解できる。日本語能力試験 4 級程度。

Can understand paragraphs on basic level. (equal to the level 3 of the Japanese-Language Proficiency Test) /
初級レベルの文章が理解できる。日本語能力試験 3 級程度。

Can understand paragraphs on intermediate level. (equal to the level 2 of the Japanese-Language Proficiency Test) /
中級レベルの文章が理解できる。日本語能力試験 2 級程度。

Can read newspaper articles/academic papers and understand most of the contents with dictionaries.(equal to the level 1 of the Japanese-Language Proficiency Test) /

辞書を使いながら新聞記事、専門書を読んで概要が理解できる。日本語能力試験 1 級程度。

Can read newspaper articles/academic papers and understand most of the contents without dictionaries.(equal to the level 1 of the Japanese-Language Proficiency Test) /

辞書なしで新聞記事、専門書を読んで概要が理解できる。

Additional comments on accuracy, fluency, etc. 正確さ、流暢さなど、特記すべきことを記して下さい。

Writing 書く力

No ability. / 全くできない。

Can write simple sentences. (equal to the level 4 of the Japanese-Language Proficiency Test) /
簡単な文が書ける。日本語能力試験 4 級程度。

Can write easy paragraphs on a designated topic. (equal to the level 3 of the Japanese-Language Proficiency Test) /
与えられたテーマで簡単な文が書ける。日本語能力試験 3 級程度。

Can write a summary of a short selection after reading it. (equal to the level 3 or 2 of the Japanese-Language Proficiency Test) /
短い文章を読んで要約文が書ける。日本語能力試験 3～2 級程度。

Can write a paper on the topic in his/her job or field of study. (equal to the level 2 of the Japanese-Language Proficiency Test) /
自己の職務や専門分野についての短いレポートが書ける。日本語能力試験 2 級程度。

Can write a paper on the topic in his/her job or field of study without dictionaries. (equal to the level 1 of the Japanese-Language Proficiency Test) /
辞書なしで自己の専門に関して論文が書ける。日本語能力試験 1 級程度。

Additional comments on accuracy, fluency, etc. 正確さ、流暢さなど、特記すべきことを記して下さい。

Any other comments on his/her ability in the language.その他、候補者の日本語能力に関するコメント

CHECK SHEET FOR ELIGIBILITY OF THIS PROGRAM

When you submit your application form, please do not forget to submit this check sheet along it.

[2-month course]

Individuals who fulfill all of the following requirements can apply for participation in this program.

Applicants must fulfill at least one of the following requirements and have an employment relationship with the present affiliation and it is expected that they will continue working in aforementioned affiliation even after their return to their home country (excluding Postgraduate Students).

- a) They must be carrying out research activities as teachers (such as professors, instructors, or teaching assistants), researchers in institutions of advanced education, such as universities, research centers, or other research organizations outside Japan.
- b) They must be engaged in a job of specialized research work in public sector organizations, such as government agencies, think tanks, etc. outside Japan.
- c) They must be officially registered as full-time students in Master's or Doctor's course of a graduate school outside Japan at the time of participation in the program. (This excludes those people who are not working toward a degree as auditors or research students.)

Concerning undergraduate students of the universities and colleges that issue Master's degree upon their graduation, they can be regarded as satisfying the condition of this article, if their ages are 22 or more than 22 as of December 1, 2009.

- d) They must be currently employed as full-time librarians by universities, colleges, other institutions of advanced education, academic research institutions, cultural exchange organizations, or public libraries.
- e) They must be full-time curators of museums outside Japan currently working for international exchange programs that concern Japan.

Applicants must apply for this program with the permission of the representative of his/her affiliation mentioned above.

Applicants must be in the fields of Japan-related social sciences or humanities.

Applicants must have a need for Japanese language proficiency for smoothly carrying out their specialized work and research activities. For postgraduate students, applicants must have plans to write their Master's or Doctor's dissertation on a subject related to Japan and need to learn Japanese language in order to carry out the research necessary to accomplish that purpose.

Applicants must have Japanese language proficiency equal to Level 3 of the Japanese Language Proficiency Test (which requires that he/she has mastered grammar to a limited level, knows around 300 kanji and 1,500 words, has the ability to take part in everyday conversation and read and write simple sentences. This level is normally reached after studying Japanese for around 300 hours and after completion of an elementary course) at the time of application.

Applicants will never have participated in Training Programs for Teachers of Japanese Language organized by the Japan Foundation Japanese-Language Institute, Urawa in the last five years as of Dec. 1, 2009.

Applicants have never participated in the Japanese Language Program for Librarians organized by the Japan Foundation Japanese-Language Institute, Kansai.

Applicants have never participated in the Japanese Language Program for Researchers and Postgraduate Students organized by the Japan Foundation Japanese-Language Institute, Kansai.

Applicants have never participated in the Japanese-Language Program for Specialists (in Cultural and Academic Fields) organized by the Japan Foundation Japanese-Language Institute, Kansai.

Applicants must be under the age of 40 as of December 1, 2009.

Applicants must be in good physical and mental health.

Applicants have not completed compulsory education in Japan.

Applicants must not be scheduled to come to Japan for study or training under other programs.

Applicants must hold nationality of a country that has diplomatic relations with Japan.

[6-month course]

Individuals who fulfill all the following requirements can apply for participation in this program.

Applicants must fulfill at least one of the following requirements and have an employment relationship with the present affiliation and it is expected that they will continue working in aforementioned affiliation even after their return to their home country (excluding Postgraduate Students).

- a) They must be carrying out research activities as teachers (such as professors, instructors, or teaching assistants), researchers in institutions of advanced education such as universities and research centers, or other research organizations outside Japan.
- b) They must be engaged in a job of specialized research work in public sector organizations such as government agencies, think tanks, etc. outside Japan.
- c) They must be officially registered as full-time students in Master's or Doctor's course of a graduate school

outside Japan as of June 2010. (This excludes those people who are not working toward a degree as auditors or research students).

- d) They must be currently employed as full-time librarians by universities, colleges, other institutions of advanced education, academic research institutions, cultural exchange organizations, or public libraries.
- e) They must be full-time curators of museums outside Japan currently working for international exchange programs that concern Japan.

Applicants must apply for this program with the permission of the representative of his/her affiliation mentioned above.

Applicants must be in the fields of Japan-related social sciences or humanities (excluding Japanese language study and Japanese-language education).

Applicants must have a need for Japanese language proficiency for smoothly carrying out their specialized work and research activities. For postgraduate students, applicants must have plans to write their Master's or Doctor's dissertation on a subject related to Japan and need to learn Japanese language in order to carry out the research necessary to accomplish that purpose.

Applicants must have a specific and concrete theme related to Japan in their study or work, and a plan to make a presentation on the achievements.

Applicants must have Japanese language proficiency equal to Level 3 of the Japanese Language Proficiency Test (which requires that he/she has mastered grammar to a limited level, knows around 300 kanji and 1,500 words, has the ability to take part in everyday conversation and read and write simple sentences. This level is normally reached after studying Japanese for around 300 hours and after completion of an elementary course) at the time of application.

Applicants will never have participated in Training Programs for Teachers of Japanese Language organized by the Japan Foundation Japanese-Language Institute, Urawa in the last five years as of Dec. 1, 2009.

Applicants have never participated in the Japanese Language Program for Librarians organized by the Japan Foundation Japanese-Language Institute, Kansai.

Applicants have never participated in Japanese Language Program for Researchers and Postgraduate Students organized by the Japan Foundation Japanese-Language Institute, Kansai. (However, in case that the applicants have participated in the 2-month or 4-month program and that it should be more than five years since their completion of the program as of December 1, 2009, the application can be considered to fulfill the above eligibility.)

Applicants have never participated in the Japanese-Language Program for Specialists (in Cultural and Academic Fields) organized by the Japan Foundation Japanese-Language Institute, Kansai.

Applicants must be under the age of 40 as of December 1, 2009.

Applicants must be in good physical and mental health.

Applicants have not completed compulsory education in Japan.

Applicants must not be scheduled to come to Japan for study or training under other programs.

Applicants must hold nationality of a country that has diplomatic relation with Japan.

In addition, please do not forget to attach the following documents along this application form.

A copy of one of your achievements

They mean your publications, dissertations, or scripts of your major research work, etc. In case of a book, you may attach a copy of an excerpt, instead of all pages. In case of postgraduate students, the certificate of marks for the universities would also be acceptable. In case of librarians, your library reports, and achievements in your library service such as making catalogues of books, developing a cataloguing system, etc. would also be acceptable.

Summary of your achievements

As instructed on each “APPLICANT SHEET”, also attach a summary of your achievements listed on them (about 50 words for each).