

SSRC/JSPS Fellowship Program for ABDs and Recent PhDs

INSTRUCTIONS

PLEASE REVIEW THE FOLLOWING GUIDELINES, PROVISIONS AND RESTRICTIONS THOROUGHLY BEFORE COMPLETING THE APPLICATION.

The SSRC/JSPS Fellowship Program for ABDs and Recent PhDs provides promising and highly qualified researchers with opportunities to conduct research at leading universities and other research institutions in Japan for **1-12 month** or **12-24 month** terms. Projects need not be explicitly related to the study of Japan, but must propose work with colleagues and resources in Japan. The program especially encourages proposals for cooperative research with colleagues in Japan under the guidance of a senior host researcher. The Social Science Research Council serves as the nominating authority for US-based applicants in the social sciences and humanities only. Researchers in the fields of medicine or natural sciences should contact the Fogarty International Center at the National Institute of Health (<http://www.nih.gov>) or the National Science Foundation (<http://www.nsf.gov>) for application information.

- Fellowships are awarded for a single, continuous stay in Japan only. Extended travel outside of Japan during the fellowship term is not permitted. Fellows may, however, suspend their fellowships for the purpose of childbearing or infant nursing. Fellows may not engage in other work, paid or unpaid, during their tenures.
- Fellowships will be awarded in the summer of 2016. **Long-term fellowship recipients must arrive in Japan between April 1, 2016 and November 30, 2016. Short-term fellowship recipients must arrive in Japan between June 1, 2016 and March 31, 2017.**
- Period of tenure for a **short-term fellowship is 1-12 months; long-term fellowship terms are 12-24 months.** The fellowship tenure and research plan must be negotiated in advance with the host researcher.
- Host researchers in Japan must be employed full-time or classified as being employed full-time (excluding *jokyo*, assistant professors and *joshu*, research assistants. All accredited universities and research institutions in Japan under the jurisdiction of the Ministry of Education, Culture, Sports, Science and Technology (MEXT) are eligible host institutions.

Eligibility

- Scholars who have previously been awarded a fellowship under the JSPS Postdoctoral Fellowship Program for Foreign Researchers are not eligible. **Previous short-term fellowship recipients may apply for the long-term fellowship.**
- Eligible applicants are strongly encouraged to submit proposed dates for both short and long terms on the original application forms.
- JSPS does not extend fellowships to scholars employed in institutions under jurisdiction of the U.S. Department of Defense.

In addition,

Candidates for the **Long-Term Fellowship** must:

- Possess U.S. citizenship or permanent residency status. Permanent residents must provide a copy of a permanent resident card ("green card"). Researchers of Japanese nationality are not eligible.
- Submit a copy of a PhD diploma **from a university outside Japan** dated no more than six years prior to April 1, 2016. (On or after April 2, 2010) or be scheduled to receive a doctoral degree **before** the Fellowship goes into effect.

Candidates for the **Short-Term Fellowship** must:

- Possess U.S. citizenship or permanent residency status. Permanent residents must provide a copy of a permanent resident card ("green card"). Citizens of other countries may be eligible if they have completed a master's or PhD course at a U.S. university and, upon completing the course, have for at least three continuous years conducted high-level research in the U.S. Researchers of Japanese nationality are not eligible. **Researchers doing research at a Japanese research institution at the time of application are not eligible.**
- Submit a copy of a PhD diploma **from a university outside Japan** dated no more than six years prior to April 1, 2016 (On or after April 2, 2010) or a letter from their institution stating that the applicant is a PhD candidate within two years of receiving a PhD.

Financial Provisions

JSPS currently provides:

- A round-trip international airfare for fellows originating in the U.S.;
- Insurance coverage for accidents and illness;
- A monthly stipend of ¥362,000 for fellows with a PhD at the start of their tenure and ¥200,000 for fellows without a PhD at the start of their tenure;

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- A settling-in allowance of ¥ 200,000 for fellowships over four months;
- Eligibility for up to an additional ¥ 1,500,000 annually for research expenses for stays of 12 to 24 months. (Long-term fellowship only)

Please be advised that award amounts may be revised by JSPS.

The application packet must include the following items:

- **The original** signed and dated four-page application form (up to two additional sheets may be used for the research plan description). All copies must be double-sided.
- **The original** supplemental documents A-E. All copies must be double-sided.
 - A.** Summary Abstract - title (100 characters max., including spaces and symbols) and summary of 100-150 words
 - B.** Curriculum Vitae
 - C.** Publications List (if applicable)
 - D.** Letter of Invitation/affiliation from Japanese host researcher/institution on letterhead.
 - E.** PhD. Diploma (copy) for all applicants with PhDs.
 - Short-term applicants** without a PhD must submit an original letter from the applicant's institution on letterhead stating that the applicant will receive a PhD within two years of the fellowship start date and the expected date for receipt (month/year).
 - Long-term applicants** without a PhD at the time of application must submit an original letter from the applicant's institution on letterhead stating **the date** that he/she will officially receive the degree. If nominated, the candidate **must** submit to JSPS the original degree certificate or copy of the diploma promptly before the start of the fellowship.
- **Permanent Resident Card** ("Green Card") for non-US citizens (if applicable)
- **One reference letter (form attached, submit originals only)** from a referee at the applicant's current or previous institution. This may be submitted by the applicant in a sealed and signed envelope or sent directly by the referee to the SSRC Japan Program.

We are now accepting the application packet in PDF format! You MUST, however, still mail the original documents to the SSRC office in New York. Application packets should be sent to:

Social Science Research Council
Japan Program
One Pierrepont Plaza, 15th Floor
Brooklyn, NY 11201

The PDF must be scanned copies of the original documents. Your items must be collated as 1) application form and 2) supplemental documents, and submitted in one file. Do not send each document as individual PDFs. You may also send the PDFs in one compress Zip file. The only exceptions are supplemental documents **D** and **E**, and your reference letter. These documents can be sent directly to the SSRC via e-mail to japan@ssrc.org. Finally, the PDF must not exceed 2MB.

If you do not have the type of software installed to convert files into PDF, you may use one of the following online services:
PDF Online (http://www.pdfonline.com/convert_pdf.asp); Zoho Writer (<http://www.zohowriter.com>);
Adobe Online (<https://createpdf.adobe.com>); Zamzar (<http://www.zamzar.com>)

Please send the application packet in PDF format to japan@ssrc.org by 9:00pm (EST) on December 1st, 2014. The original documents must be postmarked by December 1st.

For more information, visit our website at <http://www.ssrc.org/fellowships/jsp-s-fellowship/>.

Notification

Fellows will be selected by the JSPS based on nominations made by the SSRC Japan Advisory Board. The SSRC Japan Advisory Board will forward nominations to JSPS, and applicants will be notified of their nomination status in early spring 2016 to begin preliminary planning for departure. Successful applicants will be notified directly by JSPS in summer 2016. Therefore, we suggest that all applicants plan on starting their fellowship in the summer 2016.

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<Application should be typed or printed, and double-sided>

Name in full:
family first middle

Are you a U.S. Citizen? Permanent Resident? Other Citizenship:

Note: Japanese nationals are **NOT** eligible for a JSPS Fellowship, regardless of current citizenship/residency status.

Date of Birth: Marital Status: Y N If you are married and will be accompanied by family members, indicate their name(s), date(s) of birth, and nationality(ies).
MM/DD/YYYY

Full name of Spouse:
full name MM/DD/YYYY nationality

Children's Names:
full name MM/DD/YYYY nationality

full name MM/DD/YYYY nationality

Current Appointment and/or Status:

<input type="text"/>	<input type="text"/>	<input type="text"/>
Title/Status	Division/Department	Institution

Academic Degree

Field:
Institution:

Date Obtained:
 Expected

Office Address:

Tel: Fax:
Email:

Home Address:

Tel: Fax:
Email:

Preferred Mailing Address: Office Home

Title of proposed research in Japan (100 char. max. incl. symbols and spaces):

Proposed Tenure(s):

JSPS **Short-Term** Fellowship: FROM: TO: TOTAL: Months
MM/DD/YYYY MM/DD/YYYY

JSPS **Long-Term** Fellowship: FROM: TO: TOTAL: Months
MM/DD/YYYY MM/DD/YYYY

Proposed flight route to/from Japan (indicate using city names, such as London-Tokyo-London):

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Proposed Japanese Affiliation/Host Researcher:

Name:	Position/Title:
Department:	Institution:

University Education

Period (from - to): University/Location: Degree and Subject/Field:

Previous Employment (List most recent first)

Institution: Location: Position: From - To:

Academic Awards:

Title Organization Year

Language ability (evaluate using excellent, good, or fair):

	writing	reading	speaking
Japanese	_____	_____	_____
English	_____	_____	_____
Other:	_____	_____	_____

Past professional visit(s) to Japan (List most recent first):

Place: Period: Purpose:

Are you currently applying for any other fellowship or research support for a visit to Japan? If so, describe:

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Summarize: 1) Present research, 2) proposed research, 3) proposed plan, 4) expected outcome of the proposed research.

There is a character limit of 3500 (with spaces) on this page, but no line limit. Please check to be sure that all the text you have entered is visible on the page, and that selections you have pasted appear in their entirety. You may add up to two additional sheets of paper (single-sided) to the application. Please indicate your name and "Short-/Long-term JSPS Fellowship Program" on the top of each additional sheet.

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Research plan in Japan (continued), character limit 3600:

I certify the above information to be accurate and correct.

Date:

Applicant's Signature:

SSRC/JSPS Fellowship Program for ABDs and Recent PhDs

Japan Program
Social Science Research Council
One Pierrepont Plaza, 15th Floor
Brooklyn, NY 11201

CONFIDENTIAL REPORT

Please fill out and return this form and attachments to the JAPAN PROGRAM by December 1, 2015:

TO THE APPLICANT:

Name (Please type) and position of referee:

Referee's Office contact information:

Tel./Fax/E-mail::

Under the Privacy Act of 1974, you have the right to inspect and review confidential letters and confidential statements of recommendation in your file. You may also waive the right to see specific confidential materials. If you wish to waive the right to examine this evaluation, please sign the following statement:

I hereby waive my right to examine this evaluation and understand that its contents will not be shared with me.

Signature

Date

TO THE REFEREE:

The Social Science Research Council does not discriminate on the basis of race, creed, color, national origin, sex, age or marital status in the administration of its fellowship and grant programs. Please do not disclose any information concerning these matters in your evaluation of this applicant.

Submit this signed form and any attachments directly to the SSRC Japan Program at the address above. Please provide any information you feel will aid the selection committee in evaluating the applicant and/or proposal. Information particularly helpful to the selection committee includes, but is not limited to 1) how long, how well and in what capacities you have known the applicant; your assessment of 2) the strengths and weaknesses of the proposed project; 3) the applicant's past achievements and promise as a research scholar; 4) his/her academic preparation, including methodological training for undertaking the proposed project; and 5) his/her foreign language facility, if relevant.

Signature: _____

Date: _____

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APPLICANT CHECKLIST

THIS CHECKLIST IS FOR YOUR REFERENCE ONLY.
DO NOT SUBMIT WITH YOUR APPLICATION.

Application:

The original signed and dated four-page application form.

- (Up to two additional sheets may be used for the research plan description)
Original must be double-sided. No staples please.

Supplemental

The original supplemental documents A-E.

Original must be double-sided. No staples please.

- A. Summary Abstract
Title (100 characters max. including spaces and symbols) and summary (100-150 words)
- B. Curriculum Vitae
- C. Publications List (if applicable)
- D. Letter of Invitation/Affiliation from Japanese Host Research/Institution
- E. PhD. Diploma (copy) or a letter from the applicant's institution stating that the applicant will receive a PhD within two years of the fellowship start date and the expected date for receipt (month/year).
- Permanent Resident Card ("Green Card") for non-U.S. citizens (if applicable)**

Reference Letter:

One reference (form attached, submit originals only)

The reference letter should be from a referee at the applicant's current or previous institution.

Proposed Japanese host researchers can NOT write a reference letter.

Letters should be submitted by the applicant in sealed and signed envelopes with the application materials.
(Recommended)

Reference writers may send their letter to the SSRC Office in New York.

- Referee Name: _____

All Application materials must arrive at the SSRC Office in New York by December 1, 2015. Send all application materials to:

**Japan Program, Social Science Research Council
One Pierrepont Plaza, 15th. Floor
Brooklyn, NY 11201**