

Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION

October 9, 2023

REGIONAL MEMORANDUM

No. 1035, s. 2023


To: Schools Division Superintendents
 All Others Concerned

**CALL FOR NOMINATION TO JICA KCCP FOR LONG TERM PARTICIPANTS
 (JICA DEVELOPMENT STUDIES PROGRAM)/SDGS GLOBAL LEADER
 PROGRAM (SDGS GLP) FOR 2024 FALL INTAKE**

1. This is in reference to the Memorandum from Gloria Jumamil-Mercado, Undersecretary for Human Resource and Organizational Development, dated September 28, 2023, informing the field about the above-captioned subject.
2. The following are the details of the course and its scheduled implementation:

Course Title	Course Schedule	Target Participant
JICA Knowledge Co-Creation Program for Long Term Participants (JICA Development Studies Program)	August to October 2024 (beginning of Fall 2024 Term)	Young or middle-career government officials, prospective academics, who are expected to contribute to policy formulation or its implementation for tackling sustainable development issues in respective fields

3. All SDOs are advised to nominate one (1) qualified applicant **subject for Regional Evaluation**. SEPS-HRD shall upload the **complete documentary requirements** of their nominees in this link <https://bit.ly/2023JICALONGTERMSDGS> on or before October 11, 2023. Only the nominees endorsed by this Office shall upload their documents in <https://bit.ly/46sdDok>.
4. For the full details, please see enclosed Memorandum.
5. Immediate dissemination of this Memorandum is highly desired.


WILFREDO E. CABRAL, CESO III
 Regional Director





Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2023 1419

TO : Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
All Others Concerned

FROM : *[Signature]*
GLORIA J. MAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development *[Signature]*

SUBJECT : CALL FOR NOMINATION TO JICA KCCP for Long Term
Participants (JICA Development Studies Program) / SDGs
Global Leader Program (SDGs GLP) for 2024 Fall Intake

DATE : September 28, 2023

1. The Japan International Cooperation Agency (JICA) - Knowledge Co-Creation Program for Long Term Participants announces its regular scholarship offering titled "JICA Development Studies Program".

2. The course details are as follows:

Course Title	JICA Knowledge Co-Creation Program for Long Term Participants (JICA Development Studies Program)
Course Schedule	2 years for master's course and 3 years for Ph.D. course (depending on the program offered by target universities)
Modality	August to October 2024 (beginning of Fall 2024 Term) Face to Face
Target Participants	Young or middle-career government officials, prospective academics, who are expected to contribute to policy formulation or its implementation for tackling sustainable development issues in respective fields.
No. of slots	43 slots from Southeast Asia

3. For selection purposes, NEAP encourages each Region and Bureau/Office from the Central Office to nominate one (1) qualified applicant for the above-mentioned course.

4. All nominees must meet the qualifications and submit the documentary requirements as listed in the attached SDGs GLP JFY 2024 General Information and Additional Information and Tips regarding Application.



5. JICA Application forms may be downloaded through this link: <https://bit.ly/3F31zak>.

6. The following documents should be filled out and uploaded in PDF using the official DepEd email account on or before **October 13, 2023 (Friday)** through this Google Form <https://bit.ly/46suDQk> :

- n. SDGs GLP 2024 Application Form (with Annex 1: Target Universities) (pw: jica2024)
- b. Research and Career Plan (refer to Annex 2)
- c. University Diploma (in English; provide translation if necessary)
- d. Academic Transcript (in English; provide translation if necessary)
- e. Agency ID and/or Passport Copy
- f. Physician's Certificate (stating that the applicant is physically and mentally fit and healthy to undergo long-term study in Japan)
- g. Official English Proficiency Certificate (depending on target universities, check reference 01 for more details)
- h. Master's Degree Thesis (especially for PhD, if any)
- i. Statement of Actual Duties and Responsibilities

7. Relative to this, applications may be disqualified due to various reasons such as but not limited to incomplete requirements, no official endorsement/s, application was sent directly to through the secretariat's email, discrepancy in documents, etc.

8. For questions and clarifications, please email the DepEd Scholarship Secretariat at scholarships@deped.gov.ph.

9. Immediate dissemination and appropriate action on this memorandum is desired.

I. SDGs GLP 2024 Requirements Checklist
 (submit by October 20, 2024 via e-mail to jicapp_tps@jica.go.jp)

	<p>Nomination/Endorsement Letter from Organization (ensure you follow necessary protocols) addressed to:</p> <ul style="list-style-type: none"> - Mr. SAKAMOTO Takema Chief Representative JICA Philippines
	JICA SDGs GLP JFY 2024 Application Form
	[ANNEX 1] Declaration of Desired Universities (Maximum of 3)
	[ANNEX 2] Research Plan and Career Plan
	University Diploma (Official English Translation if necessary)
	Academic Transcript (Official English Translation if necessary)
	Agency ID and/or Passport Copy
	Physician's Certificate (stating that the applicant is physically and mentally fit and healthy to undergo long-term study in Japan)
	Official English Proficiency Certificate (varies depending on target universities)
	Master's Degree Thesis (especially for PhD, if any)
	Personal Data Sheet
	Statement of Present Actual Duties and Responsibilities
	<p>Certification from the Head/Manager of the Human Resource Department stating:</p> <ul style="list-style-type: none"> - The said applicant has no pending administrative or criminal case; - The applicant has no pending nomination in another course; - The applicant has rendered the required service obligation for a scholarship previously enjoyed; - The applicant's PES ratings for the two immediate rating periods were at least Very Satisfactory; - The applicant is physically and mentally fit to travel and attend training abroad; and - The applicant shall not withdraw from the nomination and once accepted shall complete the course and not be allowed to cancel or terminate the scholarship/training without justifiable reason and without giving prior notice to and getting the approval from the donor institution and this agency.

II. Application Stages

With Pre-Application Matching	Without Pre-Application Matching
a. JICA Initial Document Screening	a. JICA Initial Document Screening
b. Pre-Application Matching	b. Official University Application Procedures
c. Official University Application Procedures	c. JICA Final Screening
d. JICA Final Screening	d. Release of Results
e. Release of Results	

What's the difference between the two?

The "Pre-Application Matching" process is intended to increase the likelihood of the applicants' success in their target universities' official application procedures.

Not all universities have the pre-application matching process because of their schedules. Check the University Database (Reference 01) for more info about these universities.

III. Database FAQs

- a. With or Without Pre-Application Matching Stage?
 - i. Check the two sheets of Reference 01.
- b. Research Student vs Regular Student
 - i. Regular Students directly undertake the normal classes of their chosen university's program.
 - ii. Research Students need to pass the university's examination procedures within 6 months of arrival in Japan to be considered as a regular student. If s/he fails, the scholarship will be forfeited, and s/he will be sent back to the Philippines.
- c. What are JICA-DSP's Individual Programs?
 - i. JICA Development Studies Program (DSP) Individual Programs are classes offered by universities to enrich the learning experience about Japan's development history and experience in many fields/sectors.
 - ii. Check column A if the University offers JICA-DSP Individual Programs.
 - iii. Reference link: [JICA Development Studies Program / JICA Chair - What We Do - JICA](#)

IV. Contact for Inquiries or Clarifications

- a. Please e-mail jicapp_tps@jica.go.jp