

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 field of medicine or natural sciences should contact the Fogarty International Center at the National Institutes of Health (<http://www.nih.gov>).

- 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 the summer of 2018. **Long-term fellowship recipients must arrive in Japan between April 1, 2018 and November 30, 2018. Short-term fellowship recipients must arrive in Japan between June 1, 2018 and March 31, 2019.**
- 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 by the applicant.
- 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. **However, previous short-term fellowship recipients may apply for the long-term fellowship.**
- Applicants eligible for both short and long-term fellowships are strongly encouraged to submit proposed fellowship dates on their applications.
- JSPS does not extend fellowships to scholars employed in institutions under the jurisdiction of the U.S. Department of Defense.

Additionally:

Candidates for the Long-Term Fellowship must:

- Possess US 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.
- Have received a PhD diploma **from a university outside Japan** dated no more than six years prior to April 1, 2018 (on or after April 2, 2012) or be scheduled to receive a doctoral degree **before** the Fellowship begins.

Candidates for the Short-Term Fellowship must:

- Possess US 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 research in the U.S. Researchers of Japanese nationality are not eligible. **Scholars residing in Japan at the time of application are not eligible.**
- Either a) hold a PhD **from a university outside Japan** dated no more than six years prior to April 1, 2018 (On or after April 2, 2012) or b) be within two years of receiving a PhD from the start date of the fellowship.

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 it.

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- A settling-in allowance of ¥ 200,000 for fellowships over three months;
- Additional research expenses for long-term fellows only. Applications for these grants is made by the researcher through their host institution.

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

The application materials include the following items:

- The signed and dated four-page application form (up to two additional sheets may be used for the research plan description).
- Supplemental documents A-E.
 - 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.** A copy of the PhD diploma for all applicants with PhDs. Applicants who have not yet received the PhD should follow instructions below:
 - Short-term applicants** without a PhD must have a representative from their institution (usually an advisor or department head) submit a 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). Letters should be sent to japan@ssrc.org.
 - Long-term applicants** without a PhD at the time of application must have a 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. Letters should be sent to japan@ssrc.org.
 - E.** A scanned copy of Permanent Resident Card ("Green Card") for non-US citizens (if applicable)
- Letter of Invitation/affiliation from Japanese host researcher/institution. Letters must be on letterhead, signed, and sent as a PDF to japan@ssrc.org **by the host researcher**. Alternatively, letters may be sent by the host researcher to SSRC office (address at bottom of form).
- One reference letter from a referee at the applicant's current or previous institution. Reference letters must be on letterhead, signed, and sent as a PDF to japan@ssrc.org **by the referee**. The subject line should include the applicant's name.

The SSRC will only accept applications emailed to japan@ssrc.org.

Items must be submitted in one file and collated as 1) application form and 2) supplemental documents **A** through **D/E**. Do not send each document as individual PDFs. These documents can be sent directly to the SSRC via e-mail to japan@ssrc.org.

Please send the application packet in PDF format to japan@ssrc.org by 9:00pm (EST) on December 1st, 2017. The subject line should be formatted as follows: "LastName_FirstName_JSPS2018" Long-term fellowship applicants should add "LT" and short-term applicants should add "ST" to the subject line.

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 2018 to begin preliminary planning for departure. Successful nominees will then be notified directly by JSPS in summer 2018. **Therefore, we suggest that all applicants plan on starting their fellowship no earlier than summer 2018.**

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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 Email 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, please 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, 2017:

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 completed, signed and dated four-page application form.

- (Up to two additional pages may be used for the research plan description)

Supplemental Documents:

- 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. 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).
- E. Permanent Resident Card ("Green Card") for non-U.S. citizens (if applicable)
- Letter from host institution sent to japan@ssrc.org

Reference Letter:

One reference and confidentiality form (attached)

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

Proposed Japanese host researchers may NOT serve as a reference.

Letters should be signed and submitted by the referee as a PDF on letterhead to japan@ssrc.org with the applicant's name in the subject line.

Please send the PDF format to japan@ssrc.org by 9:00pm (EST) on December 1st, 2018.

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