PROCEDURE for applying for

JICA's Knowledge Co-Creation Program

(Japanese side will announce when applications are open for the year)

ETHIOPIAN SIDE

JAPANESE SIDE

JICA Ethiopia Office
Notifies MoFEC about available courses, applicant's requirements and deadline for submission via a letter enclosed with a General Information Brochure (GI)* on the Training

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Ministry of Finance and Economic Cooperation (MoFEC)

Forwards (GI)* and application form and requests nomination of candidate applicant(s) on its own deadline

②

Ministries, Committees, Agencies, Organizations and Institutions of Ethiopia
Nominate applicants (who fill application forms and submit the necessary documents in accordance with GI* and forward filled application form with cover letter to MoFEC

③

Ministry of Finance and Economic Cooperation (MoFEC)

(4) After internal screening submits all application forms to the JICA Ethiopia Office by JICA's deadline.

④

JICA Ethiopia Office
(5) Checks the application forms for completion and proper filing and after a phone interview with the applicant forwards the application forms to the relevant JICA Training Center in Japan
(7) Notifies MoFEC, Line Ministries, Committees, Agencies, Organizations and Institutions about the acceptance of the

⑦

⑤ ⑥

JICA Training Center
(5.1) Receives application forms from JICA Ethiopia Office
(6)Notifies JICA Ethiopia Office about accepted applicant(s)

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Line Ministries, Committees, Agencies, Organizations and Institutions of Ethiopia
Undertake all necessary effort to ensure applicant(s) attend the training in Japan