

September 2017

# JICA Knowledge Co-Creation Program (Long-Term) 2017-2018

## **Program Outlines of Master's Degree and Internship Program of African Business Education Initiative for Youth (ABE Initiative) in Nigeria for 2018 Admission (5<sup>th</sup> Batch)**

This information pertains to one of the Japan International Cooperation Agency (JICA)'s Knowledge Co-Creation Program (Long-Term). This program will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both governments.

Appendix 1-(1) Application Form

(Annex 1) Details of Current and Previous Work Experience

(Annex 2) Career Plan after Graduation

(Annex 3) Research Plan

Appendix 1-(2) Form of Recommendation Letter

Appendix 2-(1) Instructions (how to complete an application form)

Appendix 2-(2) University Information for the Applicants

**Deadline of Application: 12:00pm (noon) of 23<sup>rd</sup> October, 2017**

**Submit applications to:** JICE Office at 2<sup>nd</sup> Floor, Oakland Center, Plot 2940, Aguiyi Ironsi Street, Maitama, Abuja, Nigeria

**Contact / Inquiries:** Email: [abe.nigeria@jice.org](mailto:abe.nigeria@jice.org) Tel: +234 (0) 9032 634424

**For the most updated information, please visit;**  
<http://www.education-japan.org/africa/>

## 1. Background

Africa's economy had been steadily growing since 2000 with the growth rate of over 5% on average. However, due to the decline of global commodity prices since 2013, the growth rate has been declined, and the International Monetary Fund (IMF) estimates that growth rates in Africa will be 2.6% in 2017 and 3.5% in 2018. While each African nation sets a target for sustainable economic development, policy implementation, aimed at turning commodity-based economies into multifaceted industrialized economies through developing primary and secondary industries, is an urgent matter. On the other hand, the International Labor Organization (ILO) points out that the number of youth unemployment in Africa has reached nearly 75 million, almost one third of the youth population (200 million) in the whole region. Given these circumstances, it is expected that the yield of value-added industries and the realization of high productivity of industries in Africa will resolve the issue as they generate job opportunities and bring about more stabilized economies. Moreover, Japanese enterprises are showing strong recognition of and interest in a prosperous Africa.

At the 5<sup>th</sup> Tokyo International Conference on African Development (TICAD V), held in Yokohama in 2013, the Japanese Government stated its policy of strengthening support for the ongoing dynamic growth of Africa with stronger public-private partnerships. Japanese Prime Minister Abe announced the "African Business Education Initiative for Youth" (hereafter referred to as the "ABE Initiative"), a strategic five-year plan providing 1,000 youths in Africa with opportunities to study at Japanese universities as well as do internships at Japanese enterprises. The ABE Initiative was launched based on a joint recommendation by Japanese industries, including the Federation of Economic Organizations (KEIDANREN) and the Japanese government at "Public-Private Council for the Promotion of TICAD V". These bodies pointed out that there is a need for human resource development in both private and public sectors of Africa in order to cultivate a strong human network between Japan and Africa. The recommendation also mentioned the significance of increasing the number of African people visiting Japan, as well as increasing awareness among Africans regarding the efficiency of Japanese technologies and systems of enterprises. In addition, based on the announcement at TICAD VI held in Nairobi in 2016, Japan plans to continue the ABE Initiative.

Japan International Cooperation Agency (JICA) has been appointed to implement a master's degree and internship program within the ABE initiative framework developed for countries whose official requests have been approved by the Government of Japan.

## 2. Objectives

**The objective of Master's Degree and Internship Program of the ABE Initiative is to support young personnel who have the potential to contribute to**

**the development of industries in Africa.** This program offers opportunities for young African personnel (hereafter referred to as “participants”) to study at master’s courses in Japanese universities and experience internships at Japanese enterprises. This program intends to foster excellent personnel who can recognize and understand the contexts of Japanese society and systems of Japanese enterprises so as to contribute Africa’s development in collaboration with the Japanese private sectors. The expected outcome of the program is to build a network among potential contributors to the development of African industries, who will also lead the Japanese private sectors to further engage in economic activities in/towards Africa.

### 3. Program Outline

(1) Program Title

**Master’s Degree and Internship Program of Arican Businessship Education Initiative for Youth (ABE Initiative)**

(2) Language of the Program: **English**

### 4. Duration

Standard Timeline for Nigerian participants for 5<sup>th</sup> Batch (Admission 2018):

September, 2018 – September, 2021 (duration varies by participant)

- 6 months as a research student for a preparatory period, if necessary (See Section 12-(7))
- 1 or 2 years as a master’s student
- About 2 weeks internship in summer break for all participants and up to 6 months internship after graduation for participants who get offers of internship opportunities by Japanese companies

### 5. Target Countries / Number of Participants

JICA has accepted approximately 1,000 participants since 2014. Following are the allocated numbers of participants per batch. This number is subject to change due to budgetary conditions.

Year	Number of Participants
2014 admission (1st Batch)	156 Participants
2015 admission (2nd Batch)	317 Participants
2016 admission (3rd Batch)	348 Participants
2017 admission (4th Batch)	250 Participants (tentative)
<b>2018 admission (5th Batch)</b>	<b>200 Participants from 54 African countries (plan)</b>

## 6. Eligible Applicants

Participants are selected from the following three categories. Since this program targets the participant(s) who will take a pioneer role for developing African industries through the collaboration with the Japanese private sectors, any government officials or educators need to be recommended by a Japanese company.

<p><b>(1) Persons from the Private Sector</b></p>	<p>Young individuals who are or will be involved in economic activities in the local private sectors maintaining and developing strong ties with Japanese companies including;</p> <ul style="list-style-type: none"> <li>❖ Those who are working for a Japanese company</li> <li>❖ Those who are to be employed by a Japanese company</li> <li>❖ Those who are working for a local company which have close business relation with Japanese companies</li> <li>❖ Those companies or individuals who are willing to have close relation with Japanese companies</li> </ul> <p><b>※Nomination by his/her employer is necessary.</b></p>
<p><b>(2) Government Officials</b></p>	<p>Young government officials/civil servants who <b><u>are recommended by Japanese company(s)</u></b> and take part in formulation and/or implementation of the policies on;</p> <ul style="list-style-type: none"> <li>❖ industrial development,</li> <li>❖ business administrations, or</li> <li>❖ development of economic infrastructure</li> </ul>
<p><b>(3) Educators</b></p>	<p>Young instructors/teachers in Higher Education (Universities/ Graduate schools) or Technical and Vocational Education and Training (TVET) institutions, i.e. Technical Colleges/ Polytechnic schools, and <b><u>are recommended by Japanese company(s)</u></b>.</p>

Note: Female participants are encouraged to apply for the program, since the number of female participants has been limited so far.

## 7. Fields of Study at Japanese Universities

In this program, participants will be accepted in any field of study for master's courses at Japanese universities while engineering, agriculture and economics/business administration are specified as key fields. Proposed research topics must be relevant to the program objectives to form network of potential contributors to the development of African industries, who have strong ties with Japanese companies.

## 8. Internship at Japanese Private Companies

All participants are expected to do internships at Japanese companies during summer break. Summer Internship opportunity is MANDATORY and will be arranged by matching between your availability and offers from companies.

Post-Graduation Internship can be arranged ONLY IF a Japanese company offers you the opportunity. Maximum period of Post-Graduation Internship is 6 months starting from your graduation.

Internship programs are carried out in English. In principle, no reward or compensation should be paid to the companies and the participants. Details of the internships will be fixed according to the hosting companies' schedule. The participants of the "private sector" category who are nominated/ recommended by private companies at the time of application are all supposed to do their internships at those companies.

## 9. Qualifications and Requirements

Applicants must satisfy the following requirements:

<b>(1) Nationality</b>	Nigerian Nationals
<b>(2) Age</b>	<b>Between 22 and 39 years of age</b> (as of April 1 <sup>st</sup> , 2018)
<b>(3) Education</b>	<b>Bachelor's degree</b> (equivalent to at least 16 years of academic background)
<b>(4) Working Experience /Status</b>	Applicants for the category of "Government officials" and "Educators" (shown in the Section 6.) are required: <ul style="list-style-type: none"> <li>❖ to have at least 6 months working experience at their current organizations,</li> <li>❖ to obtain permission for application and securing reinstatement from their current organizations, and</li> <li>❖ <b>to be recommended by Japanese company(s).</b></li> </ul>
<b>(5) English / Language Proficiency</b>	<ul style="list-style-type: none"> <li>❖ Adequate English skills in both written and oral communication to complete the master's course.</li> <li>❖ Japanese language skills are not necessary</li> </ul>
<b>(6) Understanding of the Program</b>	Applicants are required to have clear understanding of the objectives of the ABE initiative Master's Degree and Internship Program, and to have a strong will to contribute to the industrial development in Nigeria as well as to strengthen the linkage between Nigeria and Japan after returning home.
<b>(7) Others</b>	Applicants must: <ul style="list-style-type: none"> <li>❖ both physically and mentally fit to complete the program,</li> <li>❖ not be receiving or planning to receive a scholarship offered by other organizations,</li> <li>❖ attend the activities on the weekends in unavoidable circumstances (ex. official exam)</li> </ul>

## 10. Procedures and Required Documents for Application

Each applicant is required to submit one (1) original and one (1) copy of the following documents to JICA Nigeria Office by the deadline mentioned in the section 11.

<p><b>Application Documents</b></p>	<p>(1) Application Form (1-(1)) consists of:</p> <ol style="list-style-type: none"> <li>1. Personal Information</li> <li>2. Declaration of desired university placement: from 1<sup>st</sup> to 3<sup>rd</sup> choice</li> <li>3. Educational Background</li> <li>4. Present Organization and Nomination</li> <li>5. Work Experience</li> <li>6. Medical History</li> <li>7. Declaration</li> </ol> <ul style="list-style-type: none"> <li>➤ Check List</li> <li>➤ Details of Current and Previous Work (Annex 1)</li> <li>➤ Career Plan after Graduation (Annex 2)</li> <li>➤ Research plan (Annex 3)</li> </ul> <p>(2) At least one (1) letter of recommendation from Japanese company(s) or the company you are working</p> <p>(3) Undergraduate degree graduation certificate which officially certified.</p> <ul style="list-style-type: none"> <li>* Officially certified copies of the original</li> <li>* Written in English or accompanied with official translation</li> </ul> <p>(4) Academic transcript</p> <ul style="list-style-type: none"> <li>* Must contain all the grades earned in the university.</li> <li>* Officially certified copies of the original</li> <li>* Written in English or accompanied with official translation</li> </ul> <p>(5) A copy of Valid Passport with photo (for checking nationality, name, sex, and date of birth). Valid National ID and birth certificate are acceptable if you do not have Passport. Certified English translation must be attached if ID is not written in English.</p> <p>(6) <b>One (1) ID Photo (4 cm × 3 cm ) pasted on an original and a copy of the application form</b>, and another 6 same photos.</p>
<p><b>To be submitted after 4<sup>th</sup> selection</b></p>	<ul style="list-style-type: none"> <li>❖ Health certificate to be submitted after the 4<sup>th</sup> Selection</li> <li>❖ Application form in other form to be submitted after official approval of participant by the Steering Committee/Nigerian government.</li> </ul>

Please visit the website below to download the “Application Form” and other necessary documents to apply;

[http://education-japan.org/africa/ap\\_form.html](http://education-japan.org/africa/ap_form.html)

## 11. Application Period

DEADLINE OF APPLICATION: 12:00pm (noon) of 23<sup>rd</sup> October (Monday), 2017  
To be submitted to JICE Nigeria Office

## 12. Selection Procedures

- \*There are no fees to be charged directly by JICA/JICE during the selection process.
- \*Any costs incurred during the selection procedures including travel expenses, documents preparation (photos, official notification etc.) and any other personal expenses will NOT BE COVERED by JICA/JICE but should be covered by applicants.
- \*The reasons for disqualification on each selection procedure will NOT BE DISCLOSED.

### (1) Screening of Submitted Application Documents

Submitted application documents are to be screened to check requirements of each applicant.

### (2) 1<sup>st</sup> Selection

***\*Only Qualified Candidates who pass preliminary screening will be invited.***

Period	Early November 2017 (to be announced)
Contents	Written examinations for English (TOEFL ITP) and mathematics*1
Objectives	To assess applicant's basic knowledge
Venue	To be determined
Results	The results will be provided to the Japanese universities as a key reference for their decisions in the 4 <sup>th</sup> Selection process (see below). Low scores may result in disqualification at the 1 <sup>st</sup> Selection.

\*1: Please refer to the example of Math exams at the site below. Applicants are strongly recommended to study the past exams;

<http://www.education-japan.org/africa/news/index.php#h270601>

### (3) 2<sup>nd</sup> Selection

Period	Late November 2017 (to be announced)
Contents	Interviews by the members of the Steering Committee (see Section 13.)
Objectives	To check applicants' understanding of the program objectives and to prioritize applicants.
Venue	Abuja (Details are to be announced)
Results	The Steering Committee will prioritize applicants to be recommended for the 3 <sup>rd</sup> Selection. Applicants who are judged not to have a clear understanding of the objectives of the program may be disqualified at the 2 <sup>nd</sup> Selection.



**(4) 3<sup>rd</sup> Selection**

Period	January 2018 - March 2018 (to be confirmed)
Contents	Document screening by Japanese universities (mainly “ <b>Research plan</b> ” of the Application documents and the results of the written examinations for English and mathematics at the 1 <sup>st</sup> Selection.)
Objectives	To match applicants with university supervisors
Selection and Result	JICA/JICE will send application documents with the results of the English and mathematic examinations to the applicants’ first-choice Japanese universities, in principle. Universities will then examine the documents to match applicants with the courses/supervisors, and may select candidates two to three times the number of allocated spots for the 4 <sup>th</sup> Selection.

**(5) 4<sup>th</sup> Selection (Final Selection)**

Period	March 2018- May 2018 (to be confirmed)
Contents	Interviews by Japanese universities (via video conference system)
Objectives	To select final candidates (to be proceeded to official approval)
Venue	JICA Nigeria Office or JICE Nigeria Office (via video conference)
Selection and Result	Each applicant will be interviewed by video conference by faculty members of the Japanese university.

Note: JICA may adjust the number of candidates after the 4<sup>th</sup> Selection based on the budget limitation and a balance of the number of candidates from each country.

**(6) Approval of the Successful Candidates**

Successful candidates who pass the 4<sup>th</sup> Selection (and JICA adjustment if necessary) must be officially approved as participants of the program by the Steering Committee. Each approved participant’s status as “officially dispatched student” should be endorsed by Nigerian governments. At this stage, every participant is requested to fill out and submit Application form to JICA office for formal procedures.

**(7) Research Student**

Research students are part-time students who utilize their time to prepare for the entrance examination for a master’s course. Research students are able to join lectures, receive instruction from professors and make use of university facilities. The period for being a research student is limited to 6 months. Participants as research students are requested to study and take examinations for the master’s course within six (6) months. If failed, he/she has to return to Nigeria.

**(8) Training Program for Human Resources Development in the Mining Sector (KIZUNA program)**

Participants who wish to study in the area of Mining, Geology, etc. may be classified as applicants of a different program ‘Human Resources Development in the Mining Sector



(KIZUNA program)', which is also organized by JICA, and will be screened according to the selection procedures of the KIZUNA program from the 3<sup>rd</sup> Selection of ABE Initiative. JICA will inform those applicants when classified as an applicant of the KIZUNA program.

## **13. Implementation Framework**

### **(1) Steering Committee**

Steering Committees will be established in some countries whose economic relationships are comparatively close with Japan. A Steering Committee is formed to take necessary procedures for selections of participants. The committee in Nigeria may consist of the Ministry of Budget and National Planning, the Embassy of Japan, JETRO (Japan External Trade Organization), representative(s) of the Japanese business community, and JICA Nigeria Office. The Steering Committee will be chaired by the JICA representative and make decisions on selection policies and schedule in detail. The government representative is in a position to endorse the successful candidates as the participants of the program.

### **(2) Advisory Committee**

Advisory Committee consists of the representatives from related ministries and organizations in Japan, namely the Ministry of Foreign Affairs (MOFA), the Ministry of Education, Culture, Sports, Science, and Technology (MEXT), the Ministry of Economy, Trade and Industry (METI), the Federation of Economic Organizations (KEIDANREN), and JICA. The committee meeting will be held annually in Tokyo in order to monitor the progress of the entire program.

### **(3) Japanese Universities**

Japanese universities which offer the master's courses in this program will take roles in document screening, conducting the final interviews, education and guidance to the participants.

### **(4) JICA and Support Organization**

As a support organization to JICA for facilitating the operation of this program, the Japan International Cooperation Center (JICE) will make necessary arrangements for running the Steering Committee, recruiting local applicants/ receiving applications, selection procedures, implementing familiarization program upon participants' arrival in Japan, daily life support during the participants' stay in Japan, implementing company tours and internship matching, and following up of the graduates. For other than the arrangements stated above during the participants' stays in Japan, JICA domestic offices (at 13 locations in Japan) will be in charge.

## 14. Expenses To Be Borne By JICA

JICA will provide the following expenses for participant of the program which is equivalent to similar JICA schemes.

- ❖ Tuition at Japanese university master's degree programs (and research student)
- ❖ Allowances for living expenses, outfit, shipping etc. See the box below for more details.
- ❖ A round-trip airfare
- ❖ Expenses for support programs during the study in Japan, including the costs of observation tours and internship

Other costs should be covered by the participants' organizations or other individuals.

\*Participants are not allowed to work while their stay in Japan.

\*To invite family to Japan (spouse and children only), Participants should be responsible for all expenses, necessary procedures by themselves. JICA does not provide any support or additional financial assistance except issuing necessary documents for the process. JICA strongly recommend those wish to invite family to do so AFTER 6 MONTHS upon arrival in Japan.

\*Revised in July 2017

Allowance Item	Amount of payment	Frequency
Tuition	Actual cost	Each semester
Living allowance	¥2,317~¥5,052 yen/day	Every 2 months
Airfare	Actual cost	2 times (arrival and return)
Outfit allowance (general outfit and shipping)	¥106,000	1 time (month of first arrival)
Moving allowance (lump-sum payment for rental contract)	¥164,000~¥224,000 yen	1 time (when you move to an apartment)
Books allowance	¥30,000/year	Every 2 months (by dividing the amount to the daily basis)
Allowance for domestic travels of research purposes	¥50,000/year	Every 2 months (by dividing the amount to the daily basis)

## 15. JICA's Policies

### (a) Privacy Policy

#### 1) Scope of Use

Any information used for identifying individuals that is acquired by JICA will be stored, used, or analyzed only within the scope of JICA activities. JICA reserves the right to use such identifying information and other materials in accordance with the provisions of this privacy policy.

## 2) Limitations on Use and Provision

JICA shall never intentionally provide information that can be used to identify individuals to any third party, with the following three exceptions;

- (a) In cases of legally mandated disclosure requests;
- (b) In cases in which the provider of information grants permission for its disclosure to a third party;
- (c) In cases in which JICA commissions a party to process the information collected; the information provided will be within the scope of the commissioned tasks.

## 3) Security Notice

JICA takes measures required to prevent leakage, loss, or destruction of acquired information, and to otherwise properly manage such information.

### (b) Copyright Policy

Participants of ABE initiative are requested to comply with the following copyright policy;

**Article 1. Compliance matters with participants' drafting of documents (various reports, action plans, etc.) and presentations (report meetings, lectures, speeches, etc.)**

1. Any contents of the documents and presentations shall be created by themselves in principle.
2. Comply with the following matters, if you, over the limit of quotation, have to use a third person's work (reproduction, photograph, illustration, map, figure, etc.) that is protected under laws or regulations in your country or copyright-related multinational agreements or the like;
  - (1) Obtain license to use the work on your own responsibility. In this case, the scope of the license shall meet the provisions of Article 2.
  - (2) Secure evidential material that proves the grants of the license and specifies the scope of the license.
  - (3) Consult with the third party and perform the payment procedure on your own responsibility regarding negotiations with a third person about the consideration for granting the license and the procedure for paying the consideration.

**Article 2. Details of use of works used for ABE initiative**

- (1) The copyright on a work that a participant prepares for ABE initiative shall belong to the participant. The copyright on the parts where a third party's work is used shall belong to the third party.
- (2) When using texts, supplementary educational materials and other materials distributed for ABE initiative, participants shall comply with the purposes and scopes approved by each copyright holder.

**(c) Compliance Policy**

1. JICA shall improve the transparency and fairness of its operations and financial activities in order to secure public trust.
2. JICA shall contribute to the sound development of the international economic community through development assistance in order to secure the trust of the international community.
3. JICA shall meet the needs of developing regions and swiftly and flexibly provide quality service.
4. JICA shall consider natural and social environments when conducting its operations.
5. JICA shall communicate well with various levels of society and maintain an organizational culture of transparency.

\* Please refer to JICA website below regarding the detailed JICA's Compliance.

[https://www.jica.go.jp/english/our\\_work/compliance/index.html](https://www.jica.go.jp/english/our_work/compliance/index.html)



**Contact Information:**

**JICA Nigeria Office**

3rd Floor, Relais International Business Center Building  
12 Charles de Gualle Street, Area 11 – Asokoro, Abuja, Nigeria  
Postal: P. M. B. 5090 Wuse, Abuja

**All inquiries, submission of applications to:**

**JICE (Japan International Cooperation Center) Nigeria Office**

2<sup>nd</sup> Floor, Oakland Center, Plot 2940, Aguiyi Ironsi Street, Maitama, Abuja,  
Nigeria

**Email: [abe.nigeria@jice.org](mailto:abe.nigeria@jice.org) Tel: +234 (0) 9032 634424**

**For the most updated information, please visit;**

**<http://www.education-japan.org/africa/>**