

EU Institute in Japan, Kansai Scholarship for 2007/2008

Application Guidelines for Undergraduate Students

1. Objective

The European Union Institute in Japan, Kansai (EUIJ, Kansai), a consortium formed by Kobe University, Kwansei Gakuin University and Osaka University, will award a limited number of scholarships to undergraduate students of the three consortium universities. The purpose of the scholarship is to support research trips to Europe for EU studies, with a view to developing personnel who can help advance EU studies in Japan.

2. Target Academic Fields

Research trips to the EU region in any of the fields of EU studies (humanities and science) are eligible. “EU studies” here means any studies on the mechanism or regional systems of the EU, and does not mean simply conducting research within the EU region.

3. Qualifications

Undergraduate students of Kobe University, Kwansei Gakuin University or Osaka University (1) who are currently registering for the Undergraduate Certificate Programme* or (2) who have registered for the Certificate Programme in at least one semester prior to the current semester in European Union Studies of the EUIJ, Kansai (excluding foreign students, in principle) are eligible to apply.

The recipient in this category of the scholarship must be able to complete the Undergraduate Certificate Programme at the completion of undergraduate course of their home university. The recipient may be requested the return of the scholarship if the recipient cannot complete the Undergraduate Certificate Programme in European Union Studies of the EUIJ, Kansai. The students who have already received the EUIJ, Kansai’s Scholarship for research trip or the EUIJ, Kansai’s Grant for Internship cannot apply for the scholarship.

*Students who wish to register for the Programme may contact the EUIJ, Kansai Secretariat of their home university.

4. Duration

The scholarship will be awarded in one lump sum after the screening to accepted research projects to be conducted and completed between the first day of the period of

the submission of application documents and 31 August 2008 (including research projects already in progress at the time of application).

5. The Amount of Scholarship and Number of Grantees

A one-time award of 1,000 euro (approximately 160,000 yen) each will be granted to 3 undergraduate students.

The amount in yen will fluctuate according to the exchange rate.

6. Screening

a. Screening process

The EUIJ, Kansai Working Group on Scholarships will examine application documents. At the recommendation of the Working Group, the EUIJ Management Office will decide successful applicants.

b. Announcement of Scholarship Winners

The EUIJ, Kansai Secretariat of applicants' home university will notify all the applicants of screening results at the end of November 2007 (the precise date will be announced later). Schedules are subject to change.

7. Documentation (to be prepared in Japanese or English)

1) 1 application form (Form 1)

2) 1 research prospectus

Please type your prospectus on A4-sized paper (40 characters x 30 lines) and limit yourself to about 4,000 characters if it is in Japanese. Make sure that you double-space your prospectus on A4-sized paper and limit yourself to about 6 pages if it is in English. You should include the following:

- Your academic achievements in EU studies; and
- Purpose and descriptions of your research project on the EU, which clearly state;

If you plan to visit research institutions such as universities, laboratories and reference libraries, exact names of the institutions and their division/department, your reason(s) for choosing the institution and detailed descriptions of your project that you wish to conduct there. If you take lectures at universities, a majority of the lecture courses must be on EU studies and they must be listed in your research prospectus, provided that, however, if you are not sure about exact course names beforehand, you may use tentative names and correct them in the research report to be submitted after returning

home, as long as the names of the professors and fields of research, e.g., EU Competition Laws, EU's Environmental Policies, etc. are clearly stated.).

3) Upon receipt of a letter of acceptance, the students who have prepared the above application documents in Japanese need to prepare (a) application form (Form 1) and (b) a summary research prospectus (about 600 words) **in English**, in addition to a copy of your registration form for EUIJ, Kansai's Graduate Certificate Programme in EU Studies.

8. Submission

Applicants must bring in or mail documents 1) and 2) above to the EUIJ, Kansai Secretariat of their home university (See 13. Contacts), no later than 7 November 2007. The documents will not be returned. For your records, applicants are encouraged to make their own copies.

Note: If the EUIJ, Kansai decides to extend the period of application, a notice will be put up on the homepage of the EUIJ, Kansai (<http://euij-kansai.jp/>).

9. Travel insurance

The recipient must be covered by travel insurance for all the period of research trip. The premium of insurance must be paid by the recipient.

10. Documentation after returning home

Students who successfully win a scholarship are obliged to submit the following documentation after returning home and participate in a research colloquium of the EUIJ, Kansai.

1) One research report

The research report must be written in English, French, or German. A research report written in Japanese cannot be accepted. Please double-space your research report on A4-sized paper and limit yourself to about 8 pages. The research report is due on Wednesday, 20 August 2008 in principle, but the deadline is postponed until Wednesday, 10 September 2008 if you return to Japan from the research trip after 1 August 2008. In all cases, early submission is preferred.

You should include the following in your research report:

- Detailed report on the purpose and research contents described in the research prospectus; and

- Self-appraisal upon the completion of the research project.

2) Receipt of the airfare and air ticket stubs

11. Publication of research findings

Publication of research findings resulting from a research trip supported by this scholarship must include a statement to that effect.

12. Suspension, discontinuation and return of the scholarship

Should a scholarship student fall under any of the following, a scholarship may be suspended and/or return of all or part of the scholarship granted may be requested:

- 1) When it is made known that the scholarship was won by dishonest means, such as false reports in the application;
- 2) When the student no longer meets the qualifications for applying for the scholarship;
- 3) When the student is disqualified from the scholarship, due to such reasons as dismissal from university;
- 4) When the student receives any disciplinary action or other such punishments from their home university that make it impossible for them to continue their research;
- 5) When the student fails to submit a research report by a specified date;
- 6) When the EUIJ, Kansai decides that the research report is ill-prepared and so the aim and research objectives stated in the research prospectus are not fulfilled; or
- 7) When the student uses their scholarship for purposes other than their research.

13. Contacts (Applications must be submitted to a Secretariat of a home university.)

1) Secretariat, EU Institute in Japan, Kansai (Kobe University)

6F, Frontier Hall, Rokkodai Campus, Kobe University

2-1, Rokkodai-cho, Nada-ku, Kobe, Hyogo 657-8501, JAPAN

Phone: +81-78-803-7221 Fax: +78-803-7223

E-mail: euij-k@org.kobe-u.ac.jp

2) Secretariat of the EUIJ, Kansai, Kwansai Gakuin University Office

(located in Institute for Industrial Research, Kwansai Gakuin University)

1-155, Uegahara-ichiban-cho, Nishinomiya, Hyogo 662-8501 JAPAN

Phone: +81-798-54-6127 Fax: +81-798-54-6029

E-mail: euij-kansai@kgo.kwansei.ac.jp

3) Secretariat of the EUIJ, Kansai, Osaka University Office
(located in Osaka School of International Public Policy, Osaka University)
1-31, Machikaneyama-cho, Toyonaka, Osaka 560-0043 JAPAN
Phone: +81-6-6850-5641 Fax: +81-6-6850-5641
E-mail: euij@osipp.osaka-u.ac.jp