

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
নার্সিং ও মিডওয়াইফারি অধিদপ্তর
মহাখালী, ঢাকা- ১২১২
www.dgnm.gov.bd

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তারিখঃ ২৬/০৭/ ২০২২

বিষয়ঃ Youth leaders' program 2023 মনোনয়ন প্রসঙ্গে।

উপরোক্ত বিষয়ের পরিপ্রেক্ষিতে জানানো যাচ্ছে যে, নার্সিং ও মিডওয়াইফারি অধিদপ্তরের অওতাধীন নার্সিং কর্মকর্তাগণকে Youth leaders' program 2023 মনোনয়নের জন্য আবেদন পত্র আহবান করা হচ্ছে। যাদের IELTS SCORE করা আছে এবং চাকরির বয়স ০৫ বছর পূর্ণ হয়েছে তাদেরকে আবেদন করার জন্য অনুরোধ করা হলো। আবেদন পত্র আগামী ০২/১০/২০২২ খ্রী: দুপুর ২.০০ ঘটিকার মধ্যে ই-মেইল (trainingdgnm@gmail.com) যোগে প্রেরণের জন্য অনুরোধ করা হলো।

সংযুক্তি: বর্ণনামতে।

রাশেদা আকতার
(অতিরিক্ত সচিব)
মহাপরিচালক
নার্সিং ও মিডওয়াইফারি অধিদপ্তর
Email: info@dgnm.gov.bd

অনুলিপি সদয় অবগতির জন্য (জ্যেষ্ঠতার ক্রমানুসারে নয়):

১. সচিব, স্বাস্থ্য শিক্ষা ও পরিবার কল্যাণ বিভাগ, স্বাস্থ্য ও পরিবার কল্যাণ মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
২. পরিচালক (প্রশাসন/শিক্ষা ও শৃঙ্খলা), নার্সিং ও মিডওয়াইফারি অধিদপ্তর, ঢাকা।
৩. প্রধান হিসাবরক্ষণ কর্মকর্তা, স্বাস্থ্য ও পরিবার কল্যাণ মন্ত্রণালয়, এজিবি ভবন, সেগুন বাগিচা, ঢাকা।
৪. পরিচালক
৫. সিভিল সার্জন / তত্ত্বাবধায়ক
৬. সেবা তত্ত্বাবধায়ক/ উপ সেবা তত্ত্বাবধায়ক(সকল)।
৭. জেলা / উপজেলা হিসাবরক্ষণ অফিসার,-----।
৮. পিএমআইএস শাখা, অত্র অধিদপ্তর, পত্রটি ওয়েব সাইটে প্রকাশের জন্য অনুরোধ করা হলো।
৯. জনাব.....।
১০. মহাপরিচালক মহোদয়ের ব্যক্তিগত কর্মকর্তা, নার্সিং ও মিডওয়াইফারি অধিদপ্তর, ঢাকা।

মহাপরিচালক
নার্সিং ও মিডওয়াইফারি অধিদপ্তর



Ambassador of Japan

বিভাগ (প্রশাসন)

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No. C10/GL/22

Mr. Md. Anwar Hossain Howlader
Secretary, Health Services Division,
Ministry of Health and Family Welfare
Government of the People's Republic of Bangladesh

Subject: Young Leaders' Program 2023

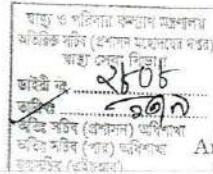
Dear Mr. Md. Anwar Hossain Howlader,

It is an honour to inform you that the Ministry of Education, Culture, Sports, Science and Technology (Monbukagakusho: MEXT), Government of Japan, would like to offer the Government of Bangladesh, "Young Leaders' Program (YLP) 2023" scholarship, under which government officials from the Ministry of Health and Family Welfare can be candidates to pursue studies in Healthcare Administration at Nagoya University. The duration of the program is one year from October 2023 to September 2024. Detailed information, instruction and application forms are enclosed herewith.

I would like to request you to recommend up to 3 qualified candidates from your Ministry and send back the completed application materials to the Embassy of Japan by 06 October 2022.

I would like to avail myself of this opportunity to express our appreciation for your contribution to our bilateral relation.

Sincerely yours,



ITO Naoki

Ambassador of Japan to Bangladesh

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
স্বাস্থ্য ও পরিবার কল্যাণ মন্ত্রণালয়
স্বাস্থ্য সেবা বিভাগ
প্রশাসন-১ শাখা
বাংলাদেশ সচিবালয়, ঢাকা
www.hsd.gov.bd

নং-৪৫.০০.০০০০.১৪০.৯৯.০০১.২১- ১৬০২

তারিখ: ২২ সেপ্টেম্বর ২০২২
০৭ আশ্বিন ১৪২৯

অনুলিপি সদয় অবগতি ও প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য প্রেরণ করা হল:

১. অতিরিক্ত সচিব (সকল), স্বাস্থ্য সেবা বিভাগ, স্বাস্থ্য ও পরিবার কল্যাণ মন্ত্রণালয়।
২. মহাপরিচালক, স্বাস্থ্য অধিদপ্তর/ঔষধ প্রশাসন অধিদপ্তর/নার্সিং ও মিতওয়াইফারি অধিদপ্তর/স্বাস্থ্য অর্থনীতি ইউনিট, ঢাকা।
৩. প্রধান প্রকৌশলী, স্বাস্থ্য প্রকৌশল অধিদপ্তর, মতিঝিল, ঢাকা।
৪. চীফ টেকনিক্যাল ম্যানেজার, নিমিউ এড টিসি, মহাখালী, ঢাকা।
৫. সচিবের একান্ত সচিব, স্বাস্থ্য সেবা বিভাগ, স্বাস্থ্য ও পরিবার কল্যাণ মন্ত্রণালয়।
৬. সিস্টেম এনালিস্ট, স্বাস্থ্য ও পরিবার কল্যাণ মন্ত্রণালয় (ওয়েবসাইটে প্রকাশের অনুরোধসহ)।
৭. সচিব, বাংলাদেশ ফার্মেসী কাউন্সিল, বাংলা মোটর, ঢাকা।

(আনজুমান আরা)

উপসচিব

ফোন: ২২৩৩৫৭৯৮৫

admin1@hsd.gov.bd

APPLICATION FOR JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP

日本政府（文部科学省）奨学金留学生申請書

Young Leaders' Program Student for 2023 (Healthcare Administration)
(ヤング・リーダーズ・プログラム留学生) (医療行政コース)

INSTRUCTIONS (記入上の注意)

1. The application should be typewritten if possible, or neatly handwritten in block letters. (明瞭に記入すること。)
 2. Numbers should be in Arabic figures. (数字は算用数字を用いること。)
 3. Year should be written in the Anno Domini system. (年号はすべて西暦とすること。)
 4. Proper nouns should be written in full, and not be abbreviated. (固有名詞はすべて正式な名称とし、一切省略しないこと。)
- *Personal data entered in this application will only be used for scholarship selection purposes, and contact information such as e-mail addresses will only be used for forming related human networks after the student returns home and for sending of information by the Japanese Government.
(本申請書に記載された個人情報については、本奨学金の選考のために使用するほかは、特にE-mailアドレス等の連絡先については、帰国後における関係者のネットワークを作ること、及び必要に応じ日本政府より各種情報を送信する以外には使用しない。)

1. Name in Full in Your Native Language
(姓名 (自国語))

(Sex)

☐ Male (男)☐ Female (女)

(Family name/surname) (First name) (Middle name)

In Roman Block Capital Letters (if written in the passport, follow that form)
(ローマ字、パスポート表記がある場合は、それに合わせること)

(Marital Status)

☐ Single (未婚)☐ Married (既

婚)

(Family name/surname) (First name) (Middle name)

2. Nationality
(国 籍)

2-2. Possession of Japanese Nationality
(日本国籍を有する者)

☐ Yes, I have (はい)☐ No, I don't have (いいえ)

3. Date of Birth (生年月日)

19

Year (年) Month (月) Day (日)

Age: as of October 1, 2023
(2023年10月1日現在の年齢)

4. Conferred Degree (Please check):

☐ Bachelor Degree ☐ Master's Degree ☐ Doctoral Degree
(取得した学位 学士/修士/博士)

Possessing License of Medical Profession (Please check):

☐ Medical Doctor ☐ Pharmacist ☐ Dentist ☐ Midwife ☐ Nurse
☐ Others [Specify:]
(所有する免許 医師/薬剤師/歯科医師/助産師/看護師/その他)

5. Present Status: with the name of the current work place

(現職 (勤務先名まで記入すること)、

現在の勤務先住所、電話番号、ファックス番号及びEメールアドレス)

Present Status (Workplace/ Position)

Paste your passport photograph
taken within the past 6 months.
Write your name and nationality
in block letters on the back of
the photo.

(写真 (6×4 cm))

Current Work Address

Telephone number

Facsimile number

E-mail address

6. Present Home Address, Telephone Number, Facsimile Number, and E-mail Address
(現住所、電話番号、ファックス番号及びEメールアドレス)
Address

→ If the above present home address will be changed at the time of leaving from your country, please specify the changed address below. (渡日時の住所が上記現住所から変更になる場合が確定している場合は、下記に記入すること。)

Telephone Number

Facsimile Number

E-mail Address

* If possible, write an E-mail address where you can be contacted for periods that include the time before you come to Japan; your stay in Japan and the period after you return home.
(可能な限り、渡日前～日本留学中～帰国後にわたり使い続けることが予想されるEメールアドレスを記入すること。)

7. Field of study specialized in the past (Describe as detailed and concrete as possible.)

(過去に専攻した専門分野 (できるだけ具体的に詳細に書くこと。))

8. Educational Background (学歴)

	Name and Address of School (学校名及び所在地)	MONTH and YEAR of Entrance and Completion (入学及び卒業年月)	Period of schooling You Have Attended (修学年数)	Diploma or Degree Awarded, Major Subject, Skipped Years and Levels (学位・資格、専攻科目、飛 び級の状況)
Elementary Education (初等教育)	Name (学校名)	From (入学)	years (年)	
Elementary School (小学校)	Location (所在地)	To (卒業)	and months (月)	
Secondary Education (中等教育)	Name (学校名)	From (入学)	years (年)	
Lower Secondary School (中学)	Location (所在地)	To (卒業)	and months (月)	
Upper Secondary School (高校)	Name (学校名)	From (入学)	years (年)	*-1
	Location (所在地)	To (卒業)	and months (月)	
Higher Education (高等教育)	Name (学校名)	From (入学)	years (年)	
Undergraduate Level (大学)	Location (所在地)	To (卒業)	and months (月)	
Graduate Level (大学院)	Name (学校名)	From (入学)	years (年)	
	Location (所在地)	To (卒業)	and months (月)	
Total years of schooling mentioned above (以上を通算した全学校教育修学年数)			years (年)	

*If the blank spaces above are not sufficient for information required, please attach a separate sheet. In such case, please stipulate that the information is on a separate page.

((注) 上欄に書ききれない場合には、適当な別紙に記入して添付すること。その場合は、別紙に記入する旨を上記学歴欄に明記すること。)

- Notes: 1. Exclude kindergarten education or nursery school education. (幼稚園・保育所教育は含まれない。)
2. Preparatory education for university admission is included in upper secondary school. (いわゆる「大学予備教育」は高校に含まれる。)
3. If the applicant possesses a high school-equivalent leaving qualification, indicate this in the blank with *-1. (高等学校卒業程度資格を有している場合には、その旨を*-1 欄に記入すること。)
4. Any school years or levels skipped should be indicated in the fifth column (Diploma or Degree awarded, Major Subject, Skipped Years and Levels). (Example: Graduated high school in two years, etc.)
(いわゆる「飛び級」をしている場合には、その旨を該当する教育課程の「学位・資格、専攻科目、飛び級の状況」欄に記載すること。)

と。(例: 高校3年次を飛び級により短期卒業)

5. If you attended multiple schools at the same level of education due to moving house or readmission to university, then write the schools in the same column and include the number of years of study and current status for each school. (住居の移転や大学の再入学等を理由に、同教育課程で複数の学校に在籍していた場合は、同じ欄に複数の学校の在籍を記載し、すべての修学状況を修学年数に含めること。)

6. Calculate and write the total number of years studied based on duration as a student. (including extended leave such as summer vacation) (修学年数合計は在籍期間を算出し、記入すること。(長期休暇も含める))

* **Submission of typed curriculum vitae is required.**

Please do not fail to attach curriculum vitae with detailed information in regard to your job/education history.

In your curriculum vitae, please make sure to describe all your job/educational history without making any gap years.

9. Employment Record. Begin with the most recent employment. (職歴)

Name and address of organization (勤務先及び所在地)	Period of employment (勤務期間)	Division/Section (課名)	Position (役職名)	Type of work (職務内容)
	From To			
	From To			

10. State the titles or subjects of books or papers (including graduation thesis authored by applicant), if any, with the name and address of publisher and the date of publication. Abstract of your papers should be attached.
(著書、論文(卒業論文を含む)があればその題名、出版社名、出版年月日、出版場所。論文の摘要を添付のこと。)

11. Extracurricular and Regional Activities
(課外活動又は地域社会での活動)

Extracurricular and Regional Activities (課外活動又は地域での活動)	Period (期間)

12. Japanese Language Proficiency: Evaluate your level and fill in with an X where appropriate in the following blanks.
(日本語能力を自己評価のうえ、該当欄に×印を記入すること。)

	Excellent (優)	Good (良)	Poor (不可)
Reading (読む能力)			
Writing (書く能力)			
Speaking (話す能力)			

13. Foreign Language Proficiency: Evaluate your level and fill in with an X where appropriate in the following blanks. About English, report your score of TOEFL or IELTS.
(外国語能力を自己評価のうえ、該当欄にX印を記入すること。ただし、英語については、TOEFL又はIELTSのスコアを記入すること。)

	Excellent (優)	Good (良)	Poor (不可)
English (英語)			
French (仏語)			
German (独語)			
Spanish (西語)			

Score of TOEFL
(TOEFLのスコア)

Score of IELTS
(IELTSのスコア)

OR

14. Person to be notified in applicant's home country in case of emergency:

(緊急の際の母国の連絡先)

i) Name in full:

(氏名)

ii) Address: with telephone number, facsimile number, E-mail address

(住所: 電話番号、ファックス番号又はEメールアドレスを記入のこと。)

iii) Occupation:

(職業)

iv) Relationship:

(本人との関係)

I understand and accept all the matters stated in the Application Guidelines for Japanese Government (MEXT) Scholarship for 2023 and hereby apply for this scholarship.

(私は2023年度日本政府(文部科学省)奨学金留学生募集要項に記載されている事項をすべて了解して申請します。)

Date of Application:

(申請年月日)

Applicant's Signature:

(申請者署名)

Applicant's Name

(in Roman Block Capitals):

(申請者氏名)

APPLICATION GUIDELINES
JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP FOR 2023
YOUNG LEADERS' PROGRAM (YLP) STUDENT (HEALTHCARE ADMINISTRATION)

I OUTLINE

1. Objectives

The Young Leaders' Program (YLP) aims to contribute to cultivate future national leaders in Asian and other countries, moreover, to contribute and establish friendly relationship among various countries and to improve policy planning activities by forming a network among national leaders thorough deepening their understanding of Japan. The YLP is one of the Japanese Government (MEXT*) Scholarship Programs.

*MEXT: Ministry of Education, Culture, Sports, Science and Technology

2. Eligible Countries and Participants

Participants are selected from the countries listed below. They should be young public administrators in healthcare and allied sectors who are expected to play active roles as future national leaders in their respective countries.

Bangladesh, Cambodia, Indonesia, Kazakhstan, Kyrgyzstan, Laos, Malaysia, Mongolia, Thailand, Uzbekistan, Vietnam (11 countries in alphabetical order)

3. Host University

Department of Healthcare Administration, Nagoya University Graduate School of Medicine

4. Expected number of students

Approximately 10 students

5. Recruitment and Selection

(1) Recruitment

Recruitment will be conducted through recommending authorities in the respective countries. Please contact the Japanese embassy in your country for further information.

(2) Screening Procedure

- ① First screening by the recommending authorities of each country
- ② Second screening by host university based on application documents
- ③ Third screening through interviews of candidates, conducted by faculty members of host university
- ④ Primary selection based on total scores of the second and third screenings along with comments of interviewers
- ⑤ Final selection by the YLP committee established by MEXT

6. Program Outline (Refer to the appendix "Curriculum Guidelines".)

(1) Basic Concepts

The curriculum is suitable for rearing national leaders in the field of healthcare administration, seeking to take advantage of Japan's experiences of exchange with both Western and Asian countries, and establish a human network through various activities such as special lectures and field study trips/site visits.

(2) Duration and Degree Conferred

Course duration is one year. Master of Science in Health Care Administration is conferred by Nagoya University Graduate School of Medicine.

(3) Medium of instruction

All lectures and academic activities are conducted in English.

7. Commencement of the Program

October 2023

II INFORMATION FOR APPLICANTS

MEXT will offer scholarships to international students who wish to study in a Japanese university as YLP students for the academic year 2023-2024 under the Japanese Government (MEXT) Scholarship Program. The conditions for the healthcare administration course are as follows:

1. Field of Study

Healthcare Administration
(Nagoya University Graduate School of Medicine)

2. Qualifications

- (1) Nationality: Nationals of the country participating in the YLP. An applicant who has Japanese nationality at the time of application will not be eligible.
- (2) Age: In principle, under 40 years old as of October 1, 2023 (i.e. born on or after October 2, 1983). However, age limitation may be flexible. The ability/achievement of the applicants, as well as the situations in applicants' country, are taken into account.
- (3) Academic Background: A bachelor degree in health related fields.
- (4) Competency in English: Applicants are expected to have a minimum IELTS (Academic) score of 6.0 or TOEFL-iBT score of 80 or equivalent. Applicants are required to have the ability to join discussions and write papers in English without any supplementary lessons of English.
- (5) Work Experience: In principle, at least 5 years of full time working experience as of October 1, 2023 in healthcare fields in public sector at government department, and holding office continuously in the same work place at the point of application and after the entrance.
- (6) Health: Applicants must be judged that you are medically adequate to pursue study in Japan by an examining physician on a prescribed certificate of health.
- (7) Arrival in Japan: In principle, applicants must be able to arrive in Japan during the period specified by the accepting university, within two weeks before and after the first day of the course conducted by the accepting university. If the applicant cannot arrive in Japan during the specified period for personal reasons, travel expenses to Japan will not be paid.
- (8) Visa Requirement: In principle, a selected applicant must obtain a "Student" (留学) visa at the Japanese diplomatic mission located in the applicant's country of nationality, and enter Japan with the residence status of "Student.". Applicants who change their residence status to any status other than "Student" (留学) after their arrival in Japan will immediately lose their status as a MEXT Scholarship student.
- (9) Return to home country and resumption of work after the scholarship period: In accordance with the objectives of the YLP, after the scholarship period, applicants are expected to make efforts to build friendly relationships among various countries, including Japan, by creating human and intellectual networks among leaders in countries across the world. To this end, applicants should, in principle, return to their home countries by the end of the final month of the scholarship period and resume their work at the recommending authorities or the organization designated by the recommending authorities among others.
- (10) Non-Eligibility: Applicants who meet any or all of the following conditions are not eligible. If identified after acceptance of the scholarship grantees, the applicants will be required to withdraw from the scholarship:
 - ① Those who are military personnel or military civilian employees at the time of their arrival in Japan or during the period of the payment of the scholarship;
 - ② Those who cannot arrive in Japan (Nagoya) by the last date of the period designated by the accepting university;
 - ③ Those who are already enrolled in a Japanese university or other institution with a residence status of "Student" (留学) or who are going to be enrolled, or plan to enroll, in a Japanese university or other institution as a privately-financed international student from the time of application to the MEXT scholarship program in the applicant's country until the commencement of the period for payment of the MEXT scholarship. However, this stipulation does not apply to privately-financed international students who, even though they are enrolled, or are planning to enroll, in a Japanese university, verifiably

complete their studies before the start of the scholarship payment period, return to their home country at the time of the scholarship application, and newly acquire the "Student" residence status and come to Japan;

- ④ Those who are planning to receive scholarship money from an organization other than MEXT (including a government organization of the applicant's country) on top of the scholarship money provided by MEXT after the start of the scholarship payment period;
- ⑤ Holders of dual nationality at the time of application who cannot verify that they will give up Japanese nationality by the time of the arrival in Japan; or
- ⑥ Those wishing to engage in fieldwork or an internship in a country other than Japan after submission of Application.

3. Period of Scholarship

One year from October 2023 to September 2024

4. Scholarship Benefits

- (1) Allowance: 242,000 yen per month. Due to the situation of the Japanese Government's budget, the amount of payment may be subject to change each fiscal year. The scholarship will not be paid to a grantee who takes a leave of absence or is long absent from the assigned university.

- (2) Traveling Costs

- ① Transportation to Japan: In principle, MEXT stipulates the travel schedule and route, and provides an economy-class airline ticket from the international airport nearest to his/her home address (in principle, the country of nationality) to the Central Japan International Airport [Centrair]. The grantee shall bear at his/her own expense all costs related to domestic travel from his/her home address to the nearest international airport, airport taxes, airport usage fees, special taxes necessary for travel, travel expenses within Japan (including airline transit costs), travel insurance expenses, carry-on luggage or unaccompanied baggage expenses, etc. The present address in the country of the grantee's nationality stated in the application form is in principle regarded as the recipient's "home address." If, however, the address stated in the application form will be changed at the time of leaving from his/her country, the changed address will be regarded as the "home address".
- ② Transportation from Japan: Based on the application by the grantee, MEXT will provide an airline ticket to grantees who shall graduate the accepting university and return to the home country by the end of the final month of the period of scholarship (See "3. Period of Scholarship") designated by MEXT. MEXT, in principle, shall provide an economy-class airline ticket from the Centrair to the international airport (in principle, in the country of nationality) nearest to the returning grantee's residence. The grantee shall bear at his/her own expense all costs related to travel from the grantee's residence in Japan to the nearest international airport, airport taxes, airport usage fees, special taxes necessary for travel, travel expenses within the country of nationality (including airline transit costs), travel insurance expenses, carry-on luggage or unaccompanied baggage expenses, etc.
- (3) Education Fees: Fees for entrance examination, matriculation and tuition of the university will be paid by MEXT.
- (4) Accommodations: Nagoya University provides accommodation at the Nagoya University Dormitory for International Students for the duration of scholarship. Students reside in the provided dormitory.

5. Suspension of Payment of Scholarship

Payment of the scholarship will be stopped for the reasons given below. Should any of the following reasons apply, the grantee may be ordered to return a part of, or all of, the scholarship paid up to that time. Payment of the scholarship may also be stopped during the period up to the decision on the disposition of the matter.

- ① A grantee is determined to have made a false statement on his/her application;
- ② A grantee violates any article of his/her pledge to the Minister of Education, Culture, Sports, Science and Technology;

- ③ A grantee violates any Japanese laws and is sentenced and imprisoned for an indefinite period or for a period of exceeding 1 year;
- ④ A grantee is suspended from his/her university or receives other punishment, or is removed from enrollment; as a disciplinary action in accordance with school regulations of the accepting institution;
- ⑤ It has been determined that it will be impossible for a grantee to complete the course within the standard time period because of poor academic grades or suspension or absence from the university;
- ⑥ A grantee came to Japan without newly acquiring the "Student"(留学) residence status, or changed his/her residence status to one other than "Student";
- ⑦ A grantee has received another scholarship (excluding those specified for research expenses); or
- ⑧ The request from the government and/or other state institutions of grantee's home country.

6. Selection

- ① First screening by the recommending authorities of each country
- ② Second screening by host university based on application documents
- ③ Third screening through interviews of candidates, conducted by faculty members of host university
- ④ Primary selection based on total scores of the second and third screenings along with comments of Interviewers
- ⑤ Final selection by the YLP committee established by MEXT

7. Application Procedure

Please submit all required documents listed below by the designated date.

The submitted documents will not be returned. Please make sure to number the documents from ① to ⑪ (items numbered in the following "Required Documents") in the right upper corner.

【Required Documents】

- (1) ①Completed application form (prescribed form only) -----1 original and 2 photocopies
- (2) Photographs (6x4cm, taken within the past 6 months, should be affixed on each of the 3 application forms) -----3 originals
- (3) ②Official transcript of all universities the applicant attended -----1 original and 2 photocopies
*If the document is not in English, a translation into **English** must be attached.
- (4) ③Recommendation letter from the recommending authority -----1 original and 2 photocopies
*If the document is not in English, a translation into **English** must be attached.
- (5) ④Two recommendation letters from the superior at applicant's present work or supervising professor of the university the applicant attended (Refer to the "Additional Guide for Application" in Page 5.) -----1 original (each) and 2 photocopies (each)
- (6) ⑤Certificate of health (to be issued by the medical institution designated by Japanese Embassy) -----1 original and 2 photocopies
- (7) ⑥Certificate of graduation from all universities the applicant attended(The date of issuance should be within six months from the date of application submission. Copies of diploma are not acceptable.) -----1 original and 2 photocopies
- (8) ⑦Aspiration and future plan (Refer to the "Additional Guide for Application" in Page 5.)
Applicant's aspirations for the course and future plan after the completion of YLP. -----1 original and 2 photocopies
- (9) ⑧Copy of passport (If not, please submit a copy of the applicant's family register or certificate of citizenship). *If the document is not in English, a translation into **English** is must be attached. -----3 photocopies
- (10) ⑨English proficiency certificate (Official test score of IELTS, TOEFL.) (Refer to the "Additional Guide for Application" in Page 6.) -----3 photocopies
- (11) ⑩Title and outline of master's thesis (Refer to the "Additional Guide for Application" in Page 6.)

- 1 original and 2 photocopies
- (12) ① Typed curriculum vitae which provides detailed information on all work experience, extra-curricular healthcare related activities, and contact details such as an e-mail address and office/home address, at the time of application to this course. (Handwritten curricula vitae are not accepted)

-----1 original and 2 photocopies

【Application documents submission】

Submit to:

Recommending authorities of each participating country

- * If any of the above-mentioned documents are incomplete, inaccurate or missing, your application will not be accepted.

8. Unavoidable Circumstances

In the event of unavoidable or unforeseen circumstances, Japanese Government reserves the right to change or cancel the arrival date, scholarship, and contents of the application guidelines here within, at any time before or after notification of the results of the final selection.

Unavoidable Circumstances are defined as events whose effects could not reasonably be prevented or controlled by MEXT or Ministry of Foreign Affairs (including Embassies and Consulate generals of Japan) including but not limited to acts of God, acts of government (including local government, hereafter referred to as government), acts of government authorities (including limitations on travel or immigration enacted by the Japanese government or other foreign countries' government due to the event of infectious disease), compliance with law, regulations or orders, fire, flooding and torrential rain, earthquakes, acts of war (regardless of a declaration of war), revolt, revolution or rebellion, strike, or lockout.

9. Notes

- (1) The grantee is not allowed to bring or stay with his/her family members in Japan during the academic semesters so that the grantee can focus on academic activities.
- (2) Each grantee is advised to learn some basic Japanese language and to acquire basic information on Japanese climate, geography, customs, university education, and social conditions in Japan, as well as about the difference between the Japanese legal system and that of his/her home country before departing for Japan.
- (3) As the first installment of the scholarship payment will be made from one month to one and a half months after the grantee's arrival in Japan, the grantee is recommended to bring at least approximately US \$2,000 with him/her to Japan to cover immediate living expenses and other necessary expenses.
- (4) The scholarship payments will be transferred to the bank account of Japan Post Bank (JP Bank) opened by each grantee after the arrival in Japan. MEXT will not transfer the scholarship payments to other account.
- (5) Grantees must enroll in National Health Insurance (Kokumin Kenko Hoken) upon arrival in Japan.
- (6) Information regarding the MEXT Scholarship recipient (name, gender, date of birth, nationality, accepting university/graduate school/undergraduate school, field of specialty, period of enrolment, career path after completion of scholarship, contact information [address, telephone number, e-mail address]) may be shared with other relevant government organizations for the purpose of utilization for overseas students programs implemented by the Japanese Government (support during period of study in Japan, follow-up survey, improvement of the overseas student system).

Information regarding MEXT Scholarship Students (excluding date of birth and contact information) may be included in publicity materials prepared by the Japanese Government for promoting the acceptance of overseas students in order to introduce former MEXT Scholarship Students who are playing active roles in countries around the world.

These terms and conditions are included in the Pledge stipulating rules and regulations which MEXT Scholarship recipients must comply with and submit when they have been granted the Scholarship.

- (7) If there are any questions about the content of the written text in this Application Guideline or any other matters, applicants/grantees should inquire the Japanese diplomatic mission in the applicant's country and

follow their instructions.

- (8) In addition to the regulations stipulated in this Application Guideline, those that are necessary to implement the Japanese Government Scholarship programs shall be determined by the Japanese Government.

Additional Guide for Application

➤ Recommendation letters:

*Applies to: II INFORMATION FOR APPLICANTS, 7. Application Procedure [Required Documents]
(5) ④ Two recommendation letters from the superior at the applicant's present work or supervising professor of the university the applicant attended

Two recommendation letters need to be submitted. At least one of the two must be written by the applicant's immediate superior at work. Recommendation letters must be used the stipulated format. If the document is not in English, a translation into English must be attached.

➤ Aspiration and future plan:

About your aspiration and future plan after completion of YLP (within 1200 words)

*Applies to: II INFORMATION FOR APPLICANTS, 7. Application Procedure [Required Documents]
(8) ⑦ Applicant's aspirations for the course and future plan after the completion of YLP

Should include:

1. Your background, important achievements in your life/career, any unique abilities, and reasons for applying to the Young Leaders' Program
2. What are the most significant leadership activities you have undertaken to date?
3. How will this course contribute in the future development of your career and of your country?
4. What expectations do you have for this course?

➤ English Proficiency Certificate:

*Applies to: II INFORMATION FOR APPLICANTS, 7. Application Procedure [Required Documents]
(10) ⑨ English proficiency certificate (Official test score of IELTS, TOEFL)

Score of TOEFL, IELTS, must be obtained after 1st of October, 2020. You may submit other institution's test score certificate when you reside in a country both TOEFL or IELTS are not offered. In such cases, a statement of reasons for not being able to take either TOEFL or IELTS, and the score conversion table to TOEFL or IELTS are requested to submit.

➤ Title and outline of master's thesis:

About the master's thesis: an obligatory requirement for the course

*Applies to: II INFORMATION FOR APPLICANTS, 7. Application Procedure [Required Documents]
(11) ⑩ Title and outline of master's thesis

The contents of the master's thesis should be (A) describing or comparing readily available information on health conditions and/or the health system, or (B) an analysis of data collected in a past survey. The data should be anonymous and collected before the start of the master course. The description should include the below items.

- 1) Proposed title
- 2) Background
- 3) Subjects:

In case of (A) - describing or comparing readily available information on health conditions and/or the health system, please include:

- i) names of the documents or data set used, such as regular government reports or databases
- ii) the name of the organization that created the materials, such as the Ministry of Health, or Statistical Bureau
- iii) the region or area where the information was collected from
- iv) the time period when the information was collected

- v) what kind of information is included.

In case of (B) – analyzing of data from a past survey, please include:

- i) the title of the survey
 - ii) a summary of the survey
 - iii) permission from the survey group to use the data, if necessary
 - iv) what data will be newly analyzed
 - v) the total number of subjects or participants in the survey.
- 4) Approval of ethics committee: If analyzing data from a past survey (B), please include the name of the ethics committee and date the survey was approved.
 - 5) References: List of papers related to thesis
 - 6) List and copies of papers published from International medical journals (if any papers but not conference abstracts)

Each of “Aspiration and future plan” and “Title and outline of master’s thesis” should be a maximum of three A-4 size (297 x 210 mm) double-spaced pages using Arial 10/ Times New Roman 12 or any other standard 12 point fonts.

Young Leaders' Program (Healthcare Administration) Curriculum Guidelines

Appendix

I Overview

1. The curriculum aims to explain how modern Japan has improved national living standards at a comparatively lower cost within the last half century by introducing the concept of Western methodology and adjusting it to the Japanese culture and social system, and how healthcare administration works in the practical world. Using this knowledge, the courses pursue methods to solve the problems of healthcare administration for the country concerned.
2. Each subject covers various aspects of healthcare administration so that each student can apply what he/she has acquired at this program to the actual situation of his/her country in accordance with the economic, social, and environmental background of the respective student.
3. Going beyond instruction in skills and knowledge, the curriculum will seek to cultivate students' own ideas to identify problems and develop the ability to find solutions.
4. The curriculum aims to create human networks and enhance the understanding of the experience of post-war Japan, through interaction with leading figures engaging in healthcare administration and other fields.
5. Great emphasis is placed on writing master's thesis in the curriculum. Students will be required to make a presentation of their master's thesis at the "Research Presentation on Master's Thesis". In addition to writing their master's thesis in English, students are encouraged to submit the manuscript of said thesis to an international journal in English. By implementing these activities, the curriculum aims to help students obtain knowledge and skills for writing publishable papers and giving presentations on their papers.

II Participants

The course is directed to healthcare/public health administrators with at least 5 years work experience in governmental medical and welfare organizations and who are expected to play the roles of future national leaders. All the classes will be conducted in English, so it is necessary to have enough command of English to be able to join discussions and write papers without any supplementary lessons of English. The selection will be based on an overall evaluation of work experience, English proficiency test score as IELTS, TOEF, the quality of the essays, proposed subject of master's thesis, recommendations from superiors, and an interview.

III Courses (total: 30 credits)

Healthcare Service Facilities and Professionals
Administrative Regulations for Health
Biostatistics
Epidemiology
Community Health and International Health
Occupational and Environmental Health
Health Insurance and Economics
Medical Law
Pharmacy Management
Hospital Administration
Seminar I
Seminar II
Seminar III
Seminar IV
Seminar V
Colloquium
Field Trips/Site Visits
Master's Thesis
Outline of Clinical Medicine

IV Further Information

For further information on Nagoya University and Young Leaders' Program (Healthcare Administration):

<http://en.nagoya-u.ac.jp/>

https://www.med.nagoya-u.ac.jp/medical_E/laboratory/basic-med/social-science/ylp/

Recommendation Form

To the Applicant

Please complete only the top portion of this form. Your recommender should complete the rest of the form.

_____ Your Name (Family)	_____ (Given)	_____ (Middle)
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To the Recommender

The person whose name appears above is applying for admission to the Young Leaders' Program.

Please provide your recommendation on your own letterhead or stationery. The Admissions Committee values the recommender's direct contact with the candidate. In your letter, please answer the following questions as candidly and specifically as possible:

Please return this form and your recommendation to the applicant in a sealed envelope, with your signature across the seal. The applicant will submit the sealed, signed envelope to us as part of the completed application package.

The Admissions Committee is aware of the time and care necessary to prepare this form. We gratefully acknowledge your help.

1. How long and in what capacity have you known the applicant?

2. How often have you observed the applicant? (Please tick one box)

☐ every day ☐ 3 or 4 times a week ☐ 1 or 2 times a week ☐ 1 or 2 times a month

☐ less than once a month

3. Please provide a short list of specific activities which demonstrate the applicant's salient talents and strength, e.g., leadership, creativity.

4. Please discuss observations you have made concerning the applicant's leadership abilities. (Please tell the reason to judge that the applicant has a possibility to be a leader in your home country.)

5. Please discuss observations you have made concerning the applicant's interpersonal skills.

6. Please discuss observations you have made concerning the applicant's innovative/creative capabilities.

7 Please comment on specific ways the applicant could improve professionally.

8. Please give us your appraisal of the applicant in terms of the qualities listed below:
What reference group are you using to make your appraisal?

	Inadequate opportunity to observe	Below average (Bottom third)	Average (Middle third)	Good (Top third)	Very good (Top 15%)	Excellent (Top 10%)	Outstanding (Top 5%)	Exceptional (Top 2%)
Leadership potential								
Interpersonal skills								
Imagination and creativity								
Motivation and drive								
Personal integrity								
Self-confidence								
Personal maturity								
Sense of humor								
Self-discipline								
Intellectual ability								
Emotional energy								
Analytical/quantitative ability								
Ability in oral expression								
Time management								

9. Please write if you have any comment.

Please provide telephone numbers should the Admissions Committee feel a need to contact you regarding the reference.

☐ Business Telephone Number _____

☐ Home Telephone Number _____

Recommender's Signature _____

Recommender's Name (please print) _____ Date _____

Position or Title _____ Organization _____

Business Address _____

Home Address _____

健康診断書 (2023年度版)

(医師に記入してもらうこと)
日本語又は英語により明瞭に記載すること。

CERTIFICATE OF HEALTH (for 2023)

(to be completed by the examining physician)
Please fill out (PRINT/TYPE) in Japanese or English.

氏名 Name	Surname 姓		Given name 名		Middle name ミドルネーム	
性別 Gender	<input type="checkbox"/> 男 Male	<input type="checkbox"/> 女 Female	生年月日 Date of Birth	年	月	日
			yyyy	mm	dd	

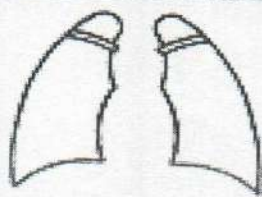
1. 身体検査

Physical examination

(1)身長 Height	cm	(2)体重 Weight	kg
(3)血圧 Blood pressure	mmHg~	(4)血液型 Blood type	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> AB <input type="checkbox"/> O <input type="checkbox"/> RH+ <input type="checkbox"/> RH-
(5)脈拍 Pulse	<input type="checkbox"/> 整 Regular <input type="checkbox"/> 不整 Irregular	(7)色覚異常の有無 Color blindness	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired
(6)視力 Eyesight	裸眼 (右) (左) Without glasses (R) (L) 矯正 (右) (左) With glasses or contact lenses (R) (L)	(8)聴力 Hearing	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired
		(9)言語 Speech	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired

2. 胸部聴診及びX線検査 (6ヶ月以内)

Physical and X-ray examinations of the chest (within six months)



胸部X線所見 Describe the condition of lungs.	撮影年月日 Date of X-ray	年	月	日
	フィルム番号 Film No.	yyyy	mm	dd
(1)肺 Lungs	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired			
(2)心臓 Cardiomegaly	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired			
異常がある場合⇒心電図 If impaired⇒Electrocardiograph	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired			

3. 現在治療中の病気

Disease currently being treated

☐ 無 No ☐ 有 Yes : 病名 Disease

4. 既往症

Past illness/disorder

既往症 Past illness/disorder	病名 Name	完治時期/治療中 Date of recovery /under treatment	病名 Name	完治時期/治療中 Date of recovery /under treatment
該当するものにチェックと完治時期/治療中を記入、いずれも該当しない場合は「無し」にチェックすること。 Please check and fill in the date of recovery/under treatment. If NOT contracted any of them in the past, please check "None".	結核 Tuberculosis		マラリア Malaria	
	その他感染症 Other communicable disease		てんかん Epilepsy	
	腎疾患 Kidney disease		心疾患 Heart disease	
	糖尿病 Diabetes		薬剤アレルギー Drug allergy	
	精神疾患 Psychosis		四肢機能障害 Functional disorder in the extremities	
✓	無し None			

5. ワクチン接種歴

Vaccination History

MMRV (Measles, Mumps, Rubella, Zoster) ... <input type="checkbox"/> Time(s) ()	Mumps ... <input type="checkbox"/> Time(s) ()	Hepatitis B ... <input type="checkbox"/> Time(s) ()
MMR (Measles, Mumps, Rubella) ... <input type="checkbox"/> Time(s) ()	Chicken pox ... <input type="checkbox"/> Time(s) ()	Meningitis ... <input type="checkbox"/> Time(s) ()
MR (Measles, Rubella) ... <input type="checkbox"/> Time(s) ()	Polio ... <input type="checkbox"/> Time(s) ()	
M (Measles) ... <input type="checkbox"/> Time(s) ()	Diphtheria Pertussis Tetanus combined ... <input type="checkbox"/> Time(s) ()	

6. 検査

Laboratory tests

(1)尿検査 Urinalysis	glucose	蛋白 protein	潜血 occult blood
(2)貧血検査 Anemia test	赤沈 ESR	白血球数 WBC count	血色素量 Hemoglobin
(3)肝機能検査 LFT	GPT (ALT)	GOT (AST)	貧血 Anemia
	(IU/l)	(IU/l)	γ-GTP (IU/l)

7. 医師の診断・意見

Physician's impression of the applicant's health

継続的治療・投薬の必要性があればその旨ご記入下さい。

Please fill in if the applicant needs regular medication or treatment.

8. In view of the applicant's history and the above findings, is it your observation that his/her health status is adequate to pursue studies in Japan? 志願者の既往歴、診察・検査の結果から判断して、現在の健康の状況は十分に留学に耐えるものと思えますか？

☐ YES (はい)☐ NO (いいえ)※ Please be sure to check either "YES" or "NO". If you do not check "YES", the Embassy will NOT accept the application.
必ず「はい」又は「いいえ」にチェックしてください。「はい」にチェックがない場合、大使館は申請を受理しません。日付
Date医師署名
Physician's Signature検査施設名
Office/Institution所在地
Address

Outline of Young Leaders' Program

1. Objectives

The Young Leaders' Program (YLP) is one of the Japanese Government (MEXT) Scholarship Programs commenced in 2001. YLP aims to contribute to cultivate future national leaders in Asian and other countries, moreover, to contribute to establish friendly relationship among various countries and to improve policy planning activities by forming a network among national leaders through deepening their understanding of Japan.

2. Eligible Countries and Participants

Young public administrators, business managers and legal professionals who are expected to play active roles as future national leaders in Asian and other countries have an eligibility to apply for the YLP program. (See below 3 for Courses, Host Universities and details about eligible participants.)

3. Courses and Host Universities

There are five courses in the YLP Program (Government, Local Governance, Business Administration, Law and Healthcare Administration). All courses commence in September or October, and offer a one-year master's program conducted in English. Students who complete the course are awarded a Master's Degree. The host universities of the courses are as follows:

Courses	Host Universities	Number of Accepted Students Per Year	Eligible Participants (Professional Experience*)
School of Government	National Graduate Institute for Policy Studies (GRIPS)	20	Those who have at least 3 years of full-time work experience (preferably 5 years or more) in public administration
School of Local Governance	National Graduate Institute for Policy Studies (GRIPS)	10	Those who have at least 3 years of full-time work experience (preferably 5 years or more) in public administration
Business Administration	Hitotsubashi University	15	Entrepreneurs, business managers and public officials who have at least 2 years of full-time work experience
Law	Kyushu University	15	Those who have at least 4 years of work experience in a law office or in the legal section of a company or government department
Healthcare Administration	Nagoya University	10	Those who have at least 5 years of full time working experience in healthcare fields in public sector at government department

* Please find more details about eligibility of applicants from the Application Guidelines of each course.

4. Recruitment and Selection

The recruitment of applicants and nomination of candidates to the Embassy of Japan are conducted by the recommending institutions (*). Subsequently, the selection is conducted in the following process.

- (1) First screening by the host universities (through document screening and interview)
- (2) Second screening by the YLP Committee established by MEXT
- (3) Finalization of selection results by MEXT

(*) Roles of Recommending Institutions

Recommending institutions are government bodies and relevant organizations in the eligible countries qualified by MEXT to take roles of recruitment and nomination of candidates to the YLP program. MEXT also designates courses of which each recommending institution can nominate candidates. The roles of recommending institutions in the process of recruitment and nomination are as follows (See 'GUIDELINES FOR JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP FOR 2023: YOUNG LEADERS' PROGRAM (YLP) STUDENTS' for more details.):

- Notification about the YLP Program and acceptance of applications
- Selection of candidates to be recommended
- Recommendation of candidates to the Embassy of Japan
- Notification of results to candidates

5. Return to home country and resumption of work after the scholarship period

In accordance with the objectives of the YLP, after the scholarship period, applicants are expected to make efforts to build friendly relationships among various countries, including Japan, by creating human and intellectual networks among leaders in countries across the world. To this end, applicants should, in principle, return to their home countries by the end of the final month of the scholarship period and resume their work at the recommending authorities or the organization designated by the recommending authorities among others.

6. Scholarship Benefits for YLP Students (2023)

- (1) Allowance: 242,000 JPY per month
- (2) Education Fees: Fees for tuition, matriculation and entrance examination are exempted.
- (3) Traveling Costs: Airline tickets from his/her home country to Japan and vice versa are provided.

7. Further Information

For more details about recruitment and curriculum guidelines of each course, please find the latest version of the Application Guidelines. Please also see the following websites for details about each course.

- School of Government and School of Local Governance:
National Graduate Institute for Policy Studies (GRIPS)
https://www.grips.ac.jp/en/education/inter_programs/leader/
- Business Administration
Hitotsubashi University Business School, School of International Corporate Strategy (Hitotsubashi ICS)
<https://www.ics.hub.hit-u.ac.jp/admissions/mba/financing.html>
- Law

Kyushu University, Graduate School of Law

<http://www.law.kyushu-u.ac.jp/programs/english/html/programs-admissions/academic-programs/ylp-ll-m/>

○ Healthcare Administration

Nagoya University, Graduate School of Medicine

https://www.med.nagoya-u.ac.jp/medical_E/laboratory/basic-med/social-science/ylp/



*Embassy of Japan
Dhaka*

No. C449/FO/22

07 September 2022

Note Verbale

The Embassy of Japan presents its compliments to the Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh, and has the honor to inform the latter that the Ministry of Education, Culture, Sports, Science and Technology (Monbukagakusho: MEXT), Government of Japan, would like to offer scholarship to the government officials of Bangladesh under "Young Leaders' Program (YLP) 2023". Recommended officials from (1) the Ministry of Foreign Affairs, (2) the Ministry of Public Administration (3) the Ministry of Health and Family Welfare (4) the Bangladesh Economic Zone Authority (BEZA) (5) the Bangladesh Investment Development Authority (BIDA) as well as (6) the Ministry of Law, Justice and Parliamentary Affairs, can pursue their studies in one-year program in Japanese graduate schools. The duration of the program is one year from October 2023 to September 2024. Detailed information and instructions are enclosed herewith.

The Embassy has further the honour to request each of the above mentioned Ministries to recommend to the Embassy, in accordance with enclosed instructions, up to 3 qualified candidates from their officials with their application materials by 06 October 2022.

The Embassy of Japan avails itself of this opportunity to renew to the Ministry of Foreign Affairs the assurance of its highest consideration.

The Ministry of Foreign Affairs
Government of People's Republic of Bangladesh

CC:

1. Secretary, Ministry of Public Administration,
2. Senior Secretary, Ministry of Foreign Affairs
3. Secretary, Ministry of Health and Family Welfare
4. Secretary, the Ministry of Law, Justice and Parliamentary Affairs
5. Executive Chairman, Bangladesh Economic Zone Authority
6. Executive Chairman, Bangladesh Investment Development Authority



Encl:

1. YLP Application Form (School of Government, Law, Medical Administration and Business)
2. Guideline (School of Government, Medical Administration, Law and Business)
3. Recommendation Form
4. Essay Questions (for School of Government, Law and Business)
5. Certificate of Health Format (School of Government and others)
6. Outline of YLP