

**ASEAN University Network /
Southeast Asia Engineering Education Development Network**

AUN/SEED-Net

**Implementation Guideline and
Application Form for
Doctoral Degree Sandwich Program**

For the Japanese Fiscal Year 2018

AUN/SEED-Net Project

As of July 2017

1. Project Background

The concept of the SEED-Net evolved at the ASEAN-Japan Summit Meeting held in December 1997 and the central issue became how to upgrade higher engineering education by way of creating engineering institutions' networks ASEAN-wide. As a result of a series of discussions and preparation between ASEAN Member Countries and Japan, the ASEAN University Network/Southeast Asia Engineering Education Development Network (AUN/SEED-Net) was established in 2001 as a sub-network of ASEAN University Network (AUN).

After two years of preparation, full-scale operation started in March 2003 for five years as the Phase 1 cooperation, which was then followed by another five year project as the Phase 2 cooperation, supported by Japanese Government through Japan International Cooperation Agency (JICA).

In the last decade, AUN/SEED-Net has supported young academic staff of Member Institutions to acquire higher degrees (master's degree and/or Ph.D.) by providing them opportunities to study at leading Member Institutions in the region or at supporting universities in Japan. As a result, around 900 academic staff have already obtained opportunities to study for higher degrees, with most of these having returned to teach students at universities in their respective countries. At the same time, the project has strengthened the research capacity of academic staff in ASEAN Member Countries by supporting collaborative research, academic staff exchange, academic conference, "ASEAN Engineering Journal" and so on. As a result, around 700 collaborative research projects have been undertaken, and more than 1,000 academic papers have been published. Over 1,300 in total of academic staff have also participated in exchange programs between Member Institutions in the network. Through these activities, AUN/SEED-Net has succeeded in strengthening the engineering faculties of each Member Institution.

Based on these remarkable achievements, the ASEAN Member Countries, Member Institutions, the Government of Japan and JICA have a strong intention to continue AUN/SEED-Net aiming to bring about larger impacts not only to other universities in the region and Japan, but also to industry and community by making more direct contribution to the socio-economic development in the region and Japan. After continuous discussion, the objectives of AUN/SEED-Net Phase 4 were set as follows:

- (1) To enhance education and research capacity of Member Institutions through collaboration among Member Universities in ASEAN and Japan
- (2) To strengthen capacity of Member Institutions to collaborate with industry
- (3) To address development issues in the region
- (4) To improve quality of international education program by advancing and expanding academic network

2. Program Concept

- (1) AUN/SEED-Net provides Doctoral Degree Sandwich Program Scholarship to highly qualified **young faculty staff/prospective young faculty staff of Member Institutions** to acquire Doctoral degrees in ten engineering fields at Host Institutions.

- (2) During three (3) years of the scholarship, students will be jointly supervised by advisor at Host Institution and Japanese co-advisor from Japanese Supporting University to conduct the high-quality research. Students are eligible for Short-term Study in Japan to conduct research under Japanese co-advisor(s) for the duration of maximum 8 months.
- (3) AUN/SEED-Net may provide supporting programs to our alumni to continuously improve their research and educational capacity such as the support of research conducted with Japanese professors, participation to conferences, as well as publication in international journals. Our alumni, who are fostered to be the leading human resources in engineering in each ASEAN country, are expected to the link between academicians in ASEAN and Japan and further strengthen the AUN/SEED-Net Network. The list of fields with respective Host Institutions and the list of Japanese Supporting Universities are shown in Attachment 1.

3. Objectives

- (1) To increase the number of highly qualified faculty staff with doctoral degree in engineering at Member Institutions which would be necessary for contribution to sustainable development of ASEAN countries.
- (2) To strengthen doctoral degree programs at Host Institutions so that the production of high quality doctoral degree holders in engineering needed for the region is materialized within the region in collaboration with Member Institutions and Japanese Supporting Universities.
- (3) To strengthen human networking among teaching staff of Member Institutions and Japanese Supporting Universities.

4. Eligibility

- (1) Applicants must be **young faculty staff of Sending Institutions**, or graduating students/graduates who are **strongly motivated to pursue a professional career as faculty staff at Sending Institutions**.
- (2) Applicants must be **endorsed to apply by Sending Institutions in their home country**, which expect them to be faculty staff after graduation.
- (3) Applicants must **hold a master's degree** in a relevant engineering field or to complete the master's degree before starting this degree program.
- (4) Applicants should meet **at least one** of the following requirements. The supporting documents should be provided.
 - Class rank of Bachelor's degree must be within top 15 % in their final or most recent year. The Certificate Letter on Academic Standing (Attachment 3) is required.
 - Cumulative Grade Point Average (CGPA) at least 3.0 in the 4-scale grading system or 7.5 in the 10-scale grading system in Bachelor's degree and Master's Degree;

- Outstanding academic achievements with supporting evidence (e.g. awards, publication, etc).
- (5) Applicants must have good English language proficiency to study and carry out independent research. It is strongly recommended to submit a certificate of internationally known English proficiency test.
 - (6) Applicants must be **under the age of 35 at the time of application**.
 - (7) Applicants must be in good health conditions,
 - (8) The scholarships are for Japanese Fiscal Year (JFY) 2018 intake students (1st April 2018 – 31st March 2019). The scholarships **cannot** be granted to the applicants who:
 - have already started their study before the announcement of JFY 2018 scholarship award;
 - have already been awarded and salaried by other scholarships.
 - (9) Applicants must apply for the course provided by Host Institution in the other country (domestic applicant is not permitted in Project Phase 4).

Note: Sending Institutions are the Member Institutions which are located in applicants' home country and endorse applicants for scholarships to AUN/SEED-Net. **Host Institutions** are the Member Institutions which accept applicants into their graduate programs.

5. Selection of Host Institution(s)

- (1) It is advised that all applicants be well aware of engineering fields that each Host Institution can offer to AUN/SEED-Net students before selecting Host Institutions. Please see Attachment 1 or visit <http://www.seed-net-grad.org>.
- (2) Applicants must carefully check admission requirements of each Host Institution. **Applicants must be aware that some Host Institutions strictly require their applicants to obtain a TOEFL and/or IELTS score as an admission requirement.** (Please contact each Host Institution directly for more details.)
- (3) Applicants are eligible to apply to the **maximum** of two fields and/ or two Host Institutions. Two applications to different divisions under the same field at the same Host Institution is considered one application.

Each Host Institution Application Form is available at:

<http://www.seed-net.org/application-forms/host-institution-application-forms/>

For more details, please contact Host Institution directly (see Attachment 2, list of contact person).

6. Target Number of Scholarships

Approximately 20 scholarships will be provided for the Japanese Fiscal Year 2018.

7. Scholarship offer

- tuition fee
- living allowance
- health insurance
- relocation fee
- round-trip air ticket

There may be extra support(s) from Host and Sending Institution.

8. Management of Technology (MOT)

AUN/SEED-Net recognizes it is essential for PhD students to understand how engineering can contribute to the society, especially in the industrial sectors. AUN/SEED-Net therefore encourages all students under the project to take a course in MOT during their study at their Host Institutions, if available.

9. Commencement and Duration of Scholarship

The commencement of scholarship must be within the Japanese Fiscal Year 2018. Successful applicants must start their study within 1st April 2018 – 31st March 2019.

The duration of scholarship is three years, starting from the day of arrival at a Host Institution. Students who need more than three years to acquire a degree to complete their study will be expected to self-fund during the period of extension.

Note: AUN/SEED-Net, in consultation with the Host Institution, will terminate the scholarship of any student who fails to maintain satisfactory progress at the Host Institution.

10. Portrait Rights

AUN/SEED-Net has the right to use photos of successful applicants for AUN/SEED-Net activities without prior consent.

11. Application Procedure and Submission Timeline

To apply for AUN/SEED-Net Scholarships, applicants must be endorsed by Sending Institutions in their home country. Please note that applications without an endorsement letter will not be accepted.

After being endorsed by Sending Institution(s), applicants are required to submit two types of applications;

1. AUN/SEED-Net Application Form
2. Host Institution's Application Form

AUN/SEED-Net's application form and Host Institution application form are available at <http://www.seed-net.org/application-forms/>. The list of contact persons at Sending Institutions is given in Attachment 2.

The deadline of applications is Tuesday 31st October 2017.

Applicants **MUST** submit:

Step 1: Hard copy

Please submit the following **sets of documents separately** to the contact persons at **Sending Institution**. The contact information is listed in Attachment 2.

Set 1: Documents for AUN/SEED-Net

1. AUN/SEED-Net's Application Form (Original)
2. Other supporting documents

Set 2: Documents for 1st priority Host Institution/Field

1. Summary page of AUN/SEED-Net's Application Form (Copy)
2. Application Form of 1st priority Host Institution
3. Other supporting documents

Set 3: Documents for 2nd priority Host Institution/Field (if applicant apply for 2nd priority)

1. Summary page of AUN/SEED-Net's Application Form (Copy)
2. Application Form of 2nd priority Host Institution
3. Other supporting documents

Sending Institution will send the complete applications with the Endorsement Letter to AUN/SEED-Net and Host Institution. The contact information is listed in Attachment 2.

Step 2: Soft copy

Please submit the following documents directly to AUN/SEED-Net at phdsw@aun-seed.net with subject line **“Application: PhD Sandwich JFY 2018”**

1. AUN/SEED-Net's Application Form in **Microsoft Excel format**
Please DO NOT convert the file into any other file type than Microsoft Excel.
2. Scanned copy of the Endorsement Letter

AUN/SEED-Net ensures the confidentiality of applications. All information of applicants will be distributed only to those involved in the scholarships screening process.

12. Result of Scholarships

AUN/SEED-Net will notify Sending Institution the screening result of scholarship. The official list of awardee will be announced at <http://www.seed-net.org/>.