



JICA CAMEROON OFFICE

Agence Japonaise de Coopération Internationale
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L199
05/08/2024

Ngo'o Ngo'o Lesly Steve
Administrateur Civil Yaoundé, le

30 JUL 2024

N° de réf. : JICA (CA) 202407300003

DRH
Director
can 21/2/2024

**MONSIEUR LE MINISTRE
DE L'ECONOMIE, DE LA PLANIFICATION
ET DE L'AMENAGEMENT DU TERRITOIRE
YAOUNDE**

Objet : Appel à candidature pour le recrutement de
la 6^e promotion du programme de Master/Doctorat Japonais
intitulé : "SDGs Global Leadership Program"

DES FINANCES
Direction des Ressources Humaines
EDOA
05 AUG 2024
Entrée le: 05/08/2024
Sortie le: 06-08

COPY

06 AOUT 2024
SSBCH
Mohamadou Ousman
Administrateur Principal TPS
SS/CBS TU
06/08/24
BTS

Monsieur le Ministre,

Nous avons l'honneur de vous informer que l'Agence Japonaise de la Coopération Internationale procède au lancement des procédures de sélection de la 6^e promotion du programme de Leaders mondiaux relatif aux Objectifs du Développement Durable pour le compte de l'année académique 2025.

SDGs est un programme qui offre aux jeunes personnels africains ou en milieu de carrière et contribuant à la prise des décisions de politiques économiques, l'opportunité d'obtenir un diplôme de Master ou de Doctorat dans les Universités du Japon.

A cet effet, nous venons par la présente, solliciter votre coopération pour l'affichage et la large diffusion de l'information afin de mobiliser la participation des fonctionnaires Camerounais et des jeunes formés intéressés par cette opportunité.

Les candidats intéressés sont priés de prendre attache avec le bureau de la JICA situé à la Nouvelle Route Bastos, 4^e étage de l'immeuble Y-Building. Vous trouverez dans le document d'Informations Générales (GI) joint en annexe sur les dossiers à soumettre.

Par ailleurs, il est recommandé aux candidats des secteurs privé et public d'avoir une expérience professionnelle requise (voir tous les détails dans le document d'Informations Générales (GI)) joint en annexe.

MINISTRE DES FINANCES
SECRETARIAT GENERAL
COURRIER ARRIVEE
05 AOUT 2024
SORTIE LE
SOUS LE N°

A/35424
05 AOUT 2024

MINISTRE DES FINANCES
Direction de la Normalisation et
de la Comptabilité-Matières
ENREGISTREMENT DU COURRIER
Entrée le 08 AOUT 2024
Sortie le S/N°


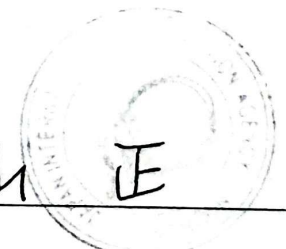
Les candidatures complétées et signées par les candidats devront parvenir au bureau de la JICA-Cameroun au plus tard **le 30 août 2024**.

Nous vous remercions d'avance de l'intérêt que vous porterez à ce programme, et vous prions d'agréer, Monsieur le Ministre, l'expression de notre considération distinguée.

P.J :

- Document d'Informations Générales
 - Formulaires de demande
 - Listes des universités
 - Formulaire de consultation
-

CC:
-MINFI
-MINFOF
-MINEPDED
-MINADER
-MINAT
-MINDEVEL
-MINRESI
-MINTP
-MINEPIA
-MINEE
-MINSANTE
-MINEDUB
-MINESEC
-IRGM
-IRAD
-UNIVERSITES
-Ambassade du Japon au Cameroun

KAGEYAMA Tadashi
Représentant Résident
JICA CAMEROON OFFICE

JICA Knowledge Co-Creation Program for Long Term Participants (JICA Development Studies Program)

General Information on SDGs Global Leader Program for Sub-Saharan African countries JFY2025

This information pertains to one of the Japan International Cooperation Agency (JICA)'s Knowledge Co-Creation Program (Long-Term). The program will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between respective governments. Each country may have its own schedule and/or qualifications for the program. With regard to the additional information, please contact our JICA overseas office in charge of your country.

The objective of the Knowledge Co-Creation Program (Long-Term) is to offer opportunities to people from developing countries to study at higher educational institutions in Japan and to help them build their network of people. This is intended to assist in the human resource development plans of the governments of developing countries and Japan, and eventually to expand and strengthen bilateral ties between the developing countries and Japan.

JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in June 2023, which stated, "In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together. JICA believes that this Knowledge Co-Creation Program will serve as a foundation of mutual learning process.

JICA Development Studies Program (JICA-DSP)

JICA-DSP is being carried out by JICA as part of official development assistance (ODA) by the government of Japan. JICA-DSP is offered for international scholars accepted as the participants of JICA's Human Resource Development Project who are enrolled in a degree program at a Japanese university.
<https://www.jica.go.jp/dsp-chair/english/dsp/overview/index.html>

1. Background on the SDGs Global Leader Program

In order to achieve SDGs, there is a growing need for developing human resources that will contribute to appropriate policy decisions and their implementations for tackling development issues in their respective fields. In light of this, JICA offers a program to enhance the capacity of mid-career public officials, academic researchers and other relevant individuals, who are expected to contribute to the socio-economic development of respective countries. The program will provide participants with a special program on Japanese development experiences as well as a degree program (Master/PhD) in a Japanese university.

2. Program Outline

1	Objectives	<ul style="list-style-type: none"> - To develop high level human resources who are capable of contributing to appropriate policy decisions and their implementation for tackling political and developmental issues in respective fields. - To establish and maintain mid and long-term amicable relationships between target countries and Japan.
2	Language	English
3	Duration (Standard Timetable)	<p><u>September 2025 – August 2028 (basically)</u></p> <ul style="list-style-type: none"> - 6 months as a research student if necessary (See page 10) - In principle, 2 years for Master's Program or 3 years for Ph.D. Program (Depends on each program offered by universities)
4	Eligible Countries	All 49 Sub-Saharan African countries
5	Ideal Applicant Profile	<ul style="list-style-type: none"> - Young or middle Government officials or academics who wish to contribute policy formulation or implementation for tackling political and developmental issues, mainly in the fields of public policy/administration, public finance management and economics. (Applicants from the private sector are not eligible to apply)
6	Relationship with the Military / the Ministry of Defense	<ul style="list-style-type: none"> - The Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with <u>the Development Cooperation Charter of Japan</u>. - If your organization and/or your status is related to the Military or the Ministry of Defense (see the details below), it is requested for you to inform your status on the application form. <p>A) Personnel of the military or organizations under the military (active military personnel or military personnel listed in the muster roll/military register)</p> <p>B) Personnel of the Ministry of Defense, or organizations under the Ministry of Defense</p> <p>C) Personnel of organizations that are specified by law under the military or the Ministry of Defense in case of an</p>

		<p>emergency</p> <p>D) Persons listed in the muster roll/military register who are not currently affiliated with the military, the Ministry of Defense, or affiliated organizations Personnel of civilian organizations which have divisions to conduct military-related activities</p>
7	Internship at Japanese Private Companies	<ul style="list-style-type: none"> - All participants have opportunities to do internships at Japanese companies during their stay in Japan (ex. summer break). - Internship programs are carried out in English. In principle, any reward or compensation should NOT be paid to both the companies and the participants. Details of the internships will be fixed at the hosting companies' convenience.
8	Business Program and JICA-DSP Program	<ul style="list-style-type: none"> - All participants are encouraged to participate in "Business Program" such as Japanese language lesson, Business Skill Seminar, Networking event with Japanese Companies etc., conducted by JICA during the stay in Japan. - Participants have opportunities to join in JICA Development Studies Program (JICA-DSP). The Program invites future leaders from partner countries to Japan and offers them the opportunity to learn about Japan's modernization and development experiences, which differ from those of Europe and the U.S., and its wisdom as a country that provided cooperation toward the progress of developing countries after World War II.
9	<p>Qualifications and Requirements *Applicants must satisfy the following requirements:</p>	
	(1) Nationality	- Citizens of one of the 49 Sub-Saharan African countries
	(2) Age	- Under forty (40) years of age (as of April 1 st , 2025)
	(3) Educational background	<ul style="list-style-type: none"> - Bachelor's degree for Master's degree course (equivalent to at least 16 years of academic background) - Master's degree for Doctor's degree course (equivalent to at least 18 years of academic background) <p>It may be possible to admit applicants enrolled in a Master's degree course but have not yet obtained the degree at the time of the application. Please consult with the JICA Office.</p> <p>For more information, please check the website of the Universities.</p>
	(4) Working experience /status	<p>Applicants are required:</p> <ul style="list-style-type: none"> - to have more than 6 months working experience at their current organizations, and - to obtain permission for application and securing reinstatement from their current organizations. <p>※ Any employment before university completion is not considered as working history. Only full-time working with acquisition of diploma, such as night school, is approved as working experience.</p>



<p>(5) English language Proficiency</p>	<p>- Adequate English skills both in written and oral communication to complete the Master's Degree such as: TOEFL iBT :80 / IELTS6.0 / CEFR :B2 (estimated score) *The required level of English for admission may differ according to university.</p>
<p>(6) Others</p>	<p>Applicants must:</p> <ul style="list-style-type: none">- be in good health condition to come physically and mentally to Japan,- contribute to networking with Japanese companies,- <u>not receive or plan to receive a scholarship offered by other organizations,</u>- attend the activities on the weekends once or twice per year unless applicants have unavoidable circumstances, and- (if accepted to the program), cooperate in answering questionnaires regarding the participant's current status, while participating and after completing the program, which will be sent out periodically.
<p>(7) Recommended Qualifications</p>	<p>Gender Equality and Women's Empowerment: Women are encouraged to apply for the program. JICA makes a commitment to promote gender equality and women's empowerment, providing equal opportunity for all applicants regardless of sexual orientation and gender identity.</p>

3.Procedures and Required Documents for Application

Application procedures are described below.

(1) Procedures for Applicants

For the applicants who apply for FY2025, in principle, application procedures will start by JICA overseas offices' contacting the respective countries' governments and the other relevant organizations to provide detailed information of the program.

(2) Required Documents for Application for All Applicants

Each applicant is required to submit the following JICA's Application Documents by the deadline set by JICA office in the applicants' country except for the Health Certificate listed below. The applicants who pass the 3rd Selection* are required to check necessary application documents set by their desired university. After receiving application documents from university, the applicants need to submit them directly to the university by the deadline set by the university.

*For those who apply for universities/schools/courses that do not have the 3rd Selection (Pre-matching process), applicants must check and submit necessary application documents set by the universities by their respective deadlines after the 2nd Selection.

JICA's Application Documents

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|---|
| <p>A) Application Form for ABE Initiative Program FY2025 consists of:</p> <ul style="list-style-type: none">✓ Personal Information✓ Educational Background✓ Present Organization and Nomination✓ Work Experience✓ Declaration✓ Check List✓ Declaration of desired university placement (Annex 1)✓ Details of Current and Previous Work, Research Plan and Career Plan after Graduation (Annex 2)✓ Score of English examination (if any) <p>B) Undergraduate Graduation Certificate</p> <ul style="list-style-type: none">* A copy of "Officially certified copies of the <u>ORIGINAL</u>" is acceptable.* Must be written in English or be accompanied with official translation in English. <p>C) Academic transcript</p> <ul style="list-style-type: none">* Must contain all the grades earned in the university attended by the applicant.* A copy of "Officially certified copies of the <u>ORIGINAL</u>" is acceptable.* Must be written in English or accompanied with official translation in English. <p>D) 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, French, Portuguese or Spanish).</p> <p>E) 2 ID Photos(4 cm×3 cm) pasted on application form (Original and copy).</p> <p>F) Photocopy of the certificate of official English Tests etc. (if any).</p> <p>G) Health certificate (in JICA format) to be submitted when the participant applied to the entrance examinations or within 6 months before arrival in Japan, whichever is later (applicants who cannot provide certificates may be rejected).</p> |
|---|

(3) Necessity for Official Certificate of official English exams

Many universities require scores of certifications of official English exams (ex. TOEFL, IELTS, TOEIC, Duolingo, etc.) at the 4th selection. For this reason, the applicants need to have a valid score before the application's deadline of the desired university (regarding the detail of selection procedure, please refer to 4. below).

Applicants who do not have a valid score and apply for the desired university, can receive refunds for English examination ONCE only If your desired university recognizes alternative



Japan International Cooperation Agency

means like certificate of completion of university studies in English, we do not pay for applicant to take the English examination.

Applicants must take the examination by themselves and JICA would pay for the necessary expenses for taking the examination to the applicants subsequently. Subject to the schedule of examination, applicants would need to burden the cost of the examination temporarily. This measure assumes to be ready for applicants who proceed to the 4th Selection, but applicants whose desired university requires the official certification before the 3rd Selection also can take the English examination.

However, if it is difficult for an applicant to take an official English exam, the applicant may be exempted from taking the official English exam if your desired university judges that the applicant possesses English proficiency equivalent to the scores above.

As for the English exam, be sure to check the status of its implementation in your country.

(4) Withdrawal of the Application

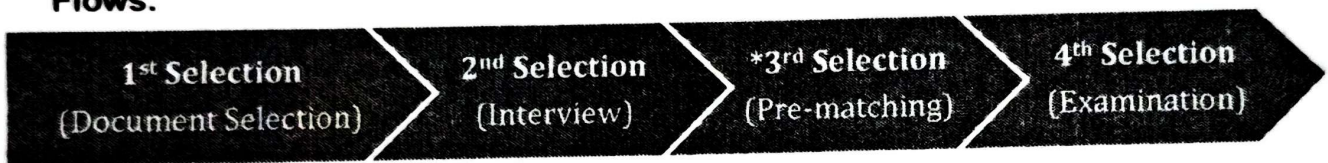
During the selection process, if, due to force majeure, an applicant is faced with a situation that requires a withdrawal of the application, the applicant must contact the JICA office and explain the situation as soon as possible.

4. Selection Procedures

- *There are no fees to be charged directly by JICA during the selection process except for English examination fee as described in 3. (3).
- *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 but should be covered by an applicant.
- *The reasons for disqualification on each selection procedure will NOT BE DISCLOSED.

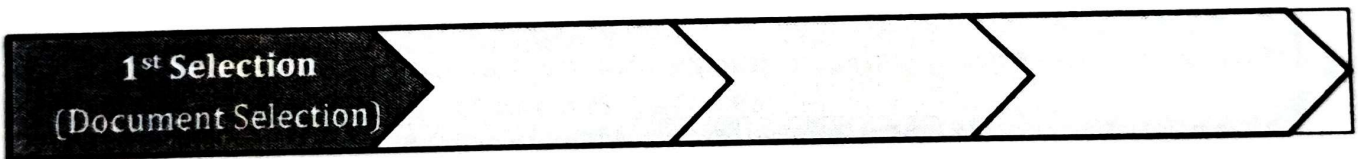
There are mainly following three selection processes: (A) Selection in each country, (B) Pre-Matching with Japanese universities, and (C) Selection by Japanese universities.

Flows:



(A) Selection in each country

(1) 1st Selection



[Necessary Actions for Applicants for this selection]

Each applicant needs to submit JICA's Application Documents by the deadline set by JICA office in the applicants' country (basically end of September).

Period	July - October 2024 (Please check with the JICA office in the country of your nationality.)
Contents	Selection of the submitted JICA's Application Documents
Objectives	To check qualifications and requirements of each applicant. To check applicants' understanding of the program objectives and working experiences/educational background in the context of the "Eligible Participants" (shown in the section 2.).
Result	Applicants who pass this selection can proceed on to the 2 nd Selection.

(2) 2nd Selection



[Necessary Actions for Applicants for this selection]

Each applicant needs to be interviewed.

Period	July - End of October 2024 (Please check with the JICA office in the country of your nationality.)
Contents	Interviews by JICA office, etc.
Objectives	To check applicants' capability of contributing to the achievement of the course objectives addressing Africa's development challenges after the program.
Venue	To be determined (JICA office in the country of your nationality will announce.)
Result	The applicants who pass this selection can proceed on to the 3 rd Selection. *

*Applicants who desire universities/schools/courses where the 3rd Selection is not implemented can proceed to the 4th Selection.

(B) Selection by Japanese universities

(1) Pre-matching (3rd Selection)

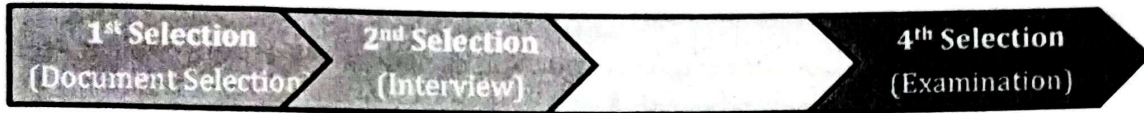


[Note]

Some universities have earlier deadlines for the 4th Selection than the rest. Such universities do not have the 3rd Selection, and applicants of such universities can proceed straight to the 4th Selection after the 2nd Selection. See the 'University Information' for more information regarding applicable universities. Details will be explained by the JICA office in your country.

Period	December 2024 - January 2025
Contents	Document screening by Japanese universities (mainly "Research Plan" of the JICA's Application Documents, the Undergraduate degree graduation certificate, and Academic transcript)
Objectives	To match applicants with university courses/supervisors
Selection	JICA will send JICA's Application Documents to the applicants' desired universities (from first choice to second choice). Universities will examine the documents to check if the applicant's field of study and research plan are matched with the courses/supervisors.
Result	The applicants who pass this selection can proceed on to the 4 th Selection. JICA will inform of these applicants of the name of university where the applicant can apply. The applicants then need to check and prepare university's application documents and submit them directly to the university.

(2) 4th Selection (Final Selection)



[Necessary Actions for Applicants for this selection]

Each applicant needs to check the necessary application documents set by the desired university. Then, he/she needs to submit the application documents directly to the university by the deadline set by the university.

During this selection process, each applicant may be interviewed depending on the university's selection process.

Period	Middle of February 2025 – End of July 2025 (approximately) <u>[Note]: For the universities/schools/courses where the 3rd Selection is not implemented, this process may start from November 2024.</u>
Contents	Selection of submitted university's application documents and interviews by Japanese universities
Objectives	To select the final candidates (to be proceeded to official approval)
Venue	If necessary, using zoom, Microsoft Teams, or other means for interviews
Selection	Universities will screen the applicants through submitted university's application documents and interviews.
Result	The applicants who pass this selection (and JICA adjustment if necessary) will be selected as successful candidates of the program.

[NOTES]

JICA adjustment: JICA may adjust the number of candidates after the 4th Selection based on a balance of the number of candidates from each country. Therefore, some of the applicants who pass the 4th Selection may not be selected as successful candidates of the program. The notification by JICA is the final result. Be reminded that the result you receive from the university prior to JICA's result is not the final one.

Participants would be notified of the results regarding the acceptance or rejection of participation in this program from the end of July to the beginning of August in 2025

JICA shall determine whether the candidate is eligible to participate in training in Japan. JICA shall make a decision on acceptance or rejection based on several factors such as entrance examination results, planned number of participants, medical examination results and others. Reason for the decision will not be disclosed.

Approval of the Successful Candidates: Successful candidates (except from Private Sector) who pass the 4th Selection (and JICA adjustment if necessary) must be officially approved as participants of the program by the Steering Committee/the respective government and JICA. The successful candidates' status as "officially dispatched student" should be endorsed by their home countries' governments.

[NOTES]

Applicants can be admitted to the program as either 'Regular students' or 'Research students', depending on the university.

Regular students are full time students that have passed, and are judged to possess the academic ability equivalent to the entrance examination for the official Master's course the university of admission.

Research students are part-time students who have not yet passed, but have the academic potential to pass the entrance examination for the official Master's course of the university of



admission. They will utilize their time as a research student to prepare for the entrance examination. Research students can join lectures, receive instructions from professors, and make use of university facilities. However, the period for being a research student is limited to six (6) months. Participants as research students are requested to study hard and must take official examination for the Master's course within six (6) months. If failed, they would no longer be able to continue with the program, and would have to return to their home country immediately.

There are mainly three types of universities :

- ① The university only accepts applicants as 'Regular students'.
If an applicant passes the 4th Selection of the above university, the applicant would be admitted as a 'Regular student'. Check the 'University Information' for details.
- ② The university only accepts applicants as 'Research students'
If an applicant passes the 4th Selection of the above university, the applicant would be admitted as a 'Research student'. The applicant would need to take the official examination to become a 'Regular student' within the first 6 months of the program and if successful, would become a 'Regular' student. Check the 'University Information' for details.
- ③ The university accepts applicants as both 'Regular students' and 'Research students'.
During either the 3rd Selection or the 4th Selection, the university would decide whether the applicant would proceed as a 'Regular student' or a 'Research student', depending on the academic ability of the applicant. Even if an applicant applies as a 'Regular student', the university may give out acceptance notification to the said applicant as a 'Research student'. Check the 'University Information' for details.

(C) Overview of the Selection Schedule

It has the process of pre-matching with universities at 3rd selection. However, there are some exceptions in which universities do not have the pre-matching process.

Universities With <u>Pre-matching Selection Process</u> (3 rd selection)		Universities Without <u>Pre-matching Selection Process</u> (3 rd selection)	
By September, 2024 (1 st Selection)		By September, 2024 (1 st Selection)	
By the End of October, 2024 (2 nd Selection)		By the End of October, 2024 (2 nd Selection)	
November, 2024 - January, 2025 (3 rd selection)	Selection by JICA Pre-matching Application Process by university Notification of the results of Pre-matching Application Process from each university through JICA overseas office	October, 2024.	Selection by JICA
		[<u>Pre-matching Application Process will not be conducted. Applicants would directly apply for the general entrance examination to the university (4th Selection)</u>]	
Mid-February – June (approximately), 2025 (4 th Selection)	Application to take the University's general entrance examination by the applicant University's application procedure *General entrance examination schedule is followed by each university	November, 2024 – Early February, 2025 (4 th Selection)	Application to take the University's general entrance examination by the applicant University's application procedure *General entrance examination schedule is followed by each university
June - July, 2025 (4 th Selection)	Arrival of results of general entrance examination from the university to JICA Determination of JICA KCCP(Long-term) participants	February - July, 2025 (4 th Selection)	Arrival of results of general entrance examination from the university to JICA Determination of JICA KCCP(Long-term) participants
Late July, 2025 (Result of 4 th Selection)	Notification regarding the acceptance to this program by JICA	Early August , 2025 (Result of 4 th Selection)	Notification regarding the acceptance to this program by JICA
August - October, 2025	Preparation for study in Japan if candidate applicant is determined as a KCCP participant Orientation by JICA overseas office before departure Arrival in Japan Orientation by JICA Domestic Offices	August - October, 2025	Preparation for study in Japan if candidate applicant is determined as a KCCP participant Orientation by JICA overseas office before departure Arrival in Japan Orientation by JICA Domestic Offices

*Schedule for the application and examination depends on each university (some university courses start from April).

*Schedule and program contents might be adjusted appropriately due to unforeseen circumstances.

5. Expenses to Be Borne / Not to Be Borne by JICA

Under the JICA Long-term Trainee Allowance standards, JICA will cover expenses and allowance to participants accepted to the program/course.

JICA will provide the following expenses for participant of the program that 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

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

See the table below for further details. Note that the payments (e.g. for tuition, research support expenses, school support expenses) will not be paid to the accepted participants themselves, but directly to the university or other relevant institutions.

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

*When inviting family to Japan (spouse and children only), participants should be responsible for all expenses and necessary procedures in Japan by themselves. JICA does not provide any support or additional financial assistance except issuing necessary documents for the process. If the participants wish to invite families, JICA strongly recommends doing so **AFTER 6 MONTHS** upon arrival in Japan at the earliest.

Expense category	Payment amount	Payment frequency
Tuition examination fees, entrance fees, course fees)	Actual costs	Upon the request from universities
Living Allowance	JPY 117,000–148,000 per month*	Every month via university
Airfare	Actual costs	Upon arrival in Japan and upon returning home
Outfit Allowance **	JPY103,750 - 106,000	Once (upon arrival in Japan)
Moving Allowance ***	Up to JPY164,000-224,000	Once (during the training period)
Research Support Expenses ****	Actual costs (up to 360,000 per year)	
Medical care for participants who become ill after arriving in Japan (the costs related to pre-existing illness, pregnancy, or dental treatment are NOT included).	In accordance with the provisions of the medical insurance	

*Varies according to living area in Japan, type of accommodation, etc. JICA provides accommodation fees within its regulations in case universities do not have accommodation for students.

**Once, after opening bank account in Japan. As it takes several weeks to have the bank account opened, it is strongly recommended to bring cash for personal expenses during the period.

***Depending on the accommodation facility. Consultation with the university is required.

****Research Support Expenses are allowed to be provided via the university and be disbursed with the consultation and approval of the applicant's supervisor.

JICA will NOT bear costs other than the allowances described above.

For inquiries regarding the General Information, contact the below

If you have any inquiries, please contact Japan International Cooperation Center (hereafter referred to as the "JICE") , the organization that JICA has partially outsourced for KCCP operation, via forms (<https://forms.office.com/r/Vb1cCEEREn>, QR code below). The officer of JICE (africa@jice.org) will contact you about your inquiries in order.

OO office : XXX-XXX-XXXX | XXXX@jica.go.jp



Commented [ISD]1: Please ensure that each overseas office includes contact details for each location before distribution.

