

**“Global Education and Research Center for Bio-Environmental Chemistry”**  
**Application Procedures for Global COE Internship Program 2009 First Term**  
**For Short-Term Students from Overseas**

**Purposes of the program**

The International Internship Program is designed to promote international student exchange by accommodating overseas students at Osaka University Graduate School. Specifically, this program, by receiving doctoral students from overseas research institutions on a short-term basis (3 months or less) for joint research projects, provides opportunities for both Japanese and overseas students to become internationally minded researchers. The program also facilitates joint research projects between researchers at the University and from abroad, thereby forming a worldwide network of researchers and promoting the establishment of overseas research centers.

**Qualification requirements**

1. Doctoral students whose lab internship has been approved by a relevant Global COE program member.
2. Students who have graduated from a university in an English-speaking country or have the same or higher level of English proficiency
3. Students who have practical communication skills for the internship program and are expected to contribute to development of the program as internationally minded researchers.

**Application documents**

Applicants are requested to prepare the following documents in English and send all documents as e-mail attachments to a relevant Global COE program member of Osaka University Graduate School. Applicants are requested to send signed documents by postal mail.

1. A set of application documents (Specified forms must be used.)
2. Letter of recommendation from applicant’s current mentor at their research institution.

**Internship guidelines**

1. Length of internship: Successful applicants are required to return home within the academic year 2009, after a 3-month internship, except in special cases, when they are permitted to stay over 3 months but within the budget limit.

2. Internship procedures: Successful applicants must complete all procedures required by the graduate school they will join for their internship as an overseas invited research fellow. Regarding required documents and formats, which differ according to the graduate school, department and division, successful applicants will later be provided with relevant information. In the meanwhile, students wishing to apply for accommodation at Osaka University International House are required to do so in parallel.
3. Expenses granted: Successful applicants will receive the following expenses in Japanese yen immediately after arriving in Japan, according to conditions, including length of internship and accommodations.
  - Travel expenses: Economy-discount class air fare
  - Living expenses: Accommodation expenses: Up to approximately 6,500 yen/day (This amount may be adjusted based on accommodation location and length of stay.)
4. Max. No. of students to be accepted: approx. 10
5. Application deadlines, 1st recruitment: February 27, 2009 (Fri)
6. Applicants are requested to submit their application documents to a relevant Global COE program member; Global COE program member will then e-mail the documents in the PDF format under the title 'Internship Student from Overseas' to the Global COE Administration Office at this address:  
gcoe-sec@mls.eng.osaka-u.ac.jp

### **Applicant screening**

Application documents will be screened by Global COE Internship Applicant Screening WG established under Program Director.

### **Post-internship responsibilities**

1. Submission of a report within one month after completing the internship. It will be published on the program's Website and in a program booklet.
2. Because the International Internship Program (Short-Term Overseas Study Program) requires students to achieve joint research results, they are encouraged to present a research paper in due course and as soon as possible.

Global COE Program  
“Global Education and Research Center for Bio-Environmental Chemistry”  
Program Director: Prof. Shunichi Fukuzumi  
(Department of Material and Life Science,  
Graduate School of Engineering)

<Global COE Internship Applicant Screening WG>  
Chairman: Prof. Kazushi Mashima  
(Department of Materials Engineering Science,  
Graduate School of Engineering Science)  
Vice Chairman: Prof. Nobuaki Kambe  
(Division of Applied Chemistry,  
Graduate School of Engineering)

<Contact>  
Global COE Administration Office  
E-mail: [gcoe-sec@mls.eng.osaka-u.ac.jp](mailto:gcoe-sec@mls.eng.osaka-u.ac.jp)

### **General Notes regarding Receiving Doctoral Students from Overseas**

Applicants must openly exchange information and communicate well with their possible mentors at Osaka University Graduate School, and understand the following points.

1. No change of the return date will be allowed after airfare upon arrival has been paid to you upon arrival.
2. Receipts for airfare, accommodations, and any fees such as transportation spent in Japan must not be disposed of but kept on file. (In some cases, Global COE may need to reimburse such costs after returning to your country.)
3. Before arriving in Japan, adequate insurance is required after consulting with a mentor at Osaka University(see below point 8). Moreover, after arriving, Student Comprehensive Fraternal Insurance (plus Student General Liability Insurance) must be purchased through Osaka University Student Cooperative. The receipt from the contract must be submitted to the Global COE office. (General Fraternal Insurance is approx. 10, 000 yen per year + Student Cooperative Membership of 3,000 yen per student. The actual cost must be paid by the student him/herself, but there will be partial reimbursement before returning to their home country.) Before coming to Osaka University on the short-term student internship, students must ensure all necessary procedures are followed at their research institutions.
4. Applicants have to discuss about the research plan they will work on in Japan in detail on applying to this program. The research plan that students will work on at their mentor's research room must be reviewed together by the student and his/her host mentor.
5. The insurance must be effective during the student's entire stay in Japan. Purchase of the insurance must be arranged by the student him/herself or by the host mentor.