

“Global Education and Research Center for Bio-Environmental Chemistry”

2010 Application Guidelines of Global COE International Internship Short-term (90 days or less) Program for Students Studying Abroad

Purposes of the Program

The International Internship Program (Study Abroad Program) is designed to promote international student exchange by sending Osaka University Graduate School students to overseas research institutions. Specifically, by sending doctoral students to overseas research institutions on a short-term basis (90 days or less) for joint research projects, this program provides opportunities for them 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** of the Graduate School of Engineering, Science or Engineering Science (those who are in their 3rd year after entrance excluding time off from school).
2. **2nd year master’s students** of the above-mentioned school **who are confirmed to be a doctoral student at the time of his/her internship period.**
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.

1. A set of application documents (specified forms must be used) [Application Form](#)
2. Signed or sealed letter of recommendation from his/her mentor at Osaka University Graduate School.
3. Terms of reception at overseas research center.
4. Record of correspondence with overseas research center that shows acceptance of reception.

Application Guidelines

1. Length of internship:

Successful applicants are required to return home within the academic year 2010 (by March 31, 2010), after a 90-day internship, except in special cases, when they are permitted to stay over 90 days but within the budget limit.

*Note that a visa may be required for a stay over 90 days in some countries.

2. Administrative procedures:

Successful applicants must complete all procedures required by the graduate school they will join

for their internship. Regarding required documents and formats, which differ according to the graduate school, department and division, successful applicants will later be provided with relevant information.

3. Expenses granted:

Successful applicants will receive the following expenses in Japanese yen, according to conditions, including length of internship and accommodations.

Travel expenses: **Discounted economy class ticket**

Living expenses: Up to approximately **6,500 yen/day** will be paid as accommodation expenses (This amount may be adjusted based on accommodation location and length of stay.)

4. Insurance:

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. Payment must be arranged by students themselves and a copy of the payment must be submitted to the Global COE Office. Students must contact each department office to take the appropriate procedures for short term stays overseas.

5. Number of students to be accepted: Approximately 10 in this year

6. Applications: Will be accepted continually (Screenings will be made only after the following four closing dates)

February 19, 2010 (1st screening)

May, 6, 2010 (2nd screening)

August 1, 2010 (3rd screening)

November, 1, 2010 (4th screening)

*Further recruitments and screening dates will be determined depending on status of applications.

7. Applicants are requested to **submit their application documents to a relevant Global COE program member**, and the Global COE program member will then e-mail the documents in the PDF format under the title '**GCOE Internship Program (Studying Abroad)**' to the **Global COE Office** at the address: gcoe-sec@mls.eng.osaka-u.ac.jp

Applicant Screening

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

Post-internship Responsibilities

1. During internship period, participants must submit a report by end of each month to the Global COE Office via e-mail as well as a report associated with a joint research conducted through the program after completing the internship. The latter report may appear on the program's website, in a program's newsletter, or in a formal report to the Government.
2. Because the International Internship Program requires students to achieve joint research results, students are encouraged to present a research paper as soon as possible.

General Notes

Applicants must openly exchange information and communicate well with their possible mentors at the overseas research centers, and understand the following points.

1. The mentor who will host students must clearly understand the purpose that students are sent: to send doctoral students to overseas research institutions on a short-term basis (3 months or less) to provide opportunities for students to become internationally minded researchers through the overseas experience, as part of their doctoral course.
2. During internship term, students must check in advance and maintain mutual understanding of the university's facilities such as accommodations and research rooms.
3. The mentor who will host students must clearly understand that successful applicants' travel and living expenses will be supported and arranged by Global COE funds. Regarding accommodations, students must state their preference of staying in a dormitory and ask for accommodations with special needs
4. During the internship term, students must check in advance to ensure they understand their status at the hosting institution and in research rooms.
5. Since this internship program is part of the doctoral course, students must request a certification after completing the internship.

Global COE Program

“Global Education and Research Center for Bio-Environmental Chemistry” ([URL](#))

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: ext. 7805

E-mail: gcoe-sec@mls.eng.osaka-u.ac.jp

Tel: +816-6879-7805

