

**“Global Education and Research Center for Bio-Environmental Chemistry”**  
**2010 (Heisei 22) Application Procedures**  
**Global COE Short-term Internship 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 (3 months 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. Those who are doctoral course graduate 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. Those who are master's course graduate students of the above-mentioned school (2nd year master's degree students).
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. Set of application documents (specified forms must be used)
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.

### **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. Expenses granted: Successful applicants will receive the following expenses:  
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.)
3. 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.
4. Maximum number of students that will be accepted: approx. 10
5. Application deadlines, 1st recruitment: Friday, February 19, 2010
6. Applicants are requested to submit their application documents to a relevant Global COE program member; a Global COE program member will then e-mail the documents in PDF format under the title 'Internship Student from Overseas' to the Global COE Administration 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 Director.

### **Post-internship responsibilities**

1. During the student's stay overseas, he/she must submit a report by end of each month to the Global COE Office via e-mail as well as submit a report to our newsletter and website within one month after completing the internship.
2. Because the International Internship Program (Short-Term Overseas Study 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 the 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.

<Contact>

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