

Frequently Asked Questions (FAQs)

About the Selection of ABE Initiative and SDGs Global Leader in JFY 2024

Under the JICA Knowledge Co-Creation Program for Long Term Participants

*Note:

- 1) “**ABE**” is abbreviated from and refers to the Master’s Degree and Internship Program of African Business Education Initiative for Youth (ABE Initiative).
- 2) “**SDGs**” is abbreviated from and refers to the SDGs Global Leader Program for Sub-Saharan African countries (SDGs Global Leader)

1. Questions related to "Qualifications and Requirements"

For details, Please see “2 Program Outline” on pages 2-5 for ABE and pages 2-4 for SDGs in “General Information”.

No	Question	Answer
Q1	Which degree can I apply?	<p><u>For ABE</u>, Master.</p> <p><u>For SDGs</u> Master and PhD.</p> <p>NO openings for undergraduate admission.</p> <p>For more information about program, please refer to “2. Program Outline” in “General Information” on page 2 for ABE and SGDs.</p>
Q2	I cannot understand Japanese at all. Can I apply?	<p>Yes. Japanese proficiency is not required to apply. The programs will be implemented in English.</p> <p>However, since participants are required to physically come to Japan for the program, it is desirable for participants to have a positive attitude to learn the Japanese language.</p> <p>We recommend learning “The Japanese-language coursebook Irodori: Japanese for Life in Japan” which is a textbook to learn basic Japanese communication skills that are needed for daily life and working in Japan. It is available FREE from the link below:</p> <p>TOP IRODORI Japanese for Life in Japan (jpf.go.jp)</p> <p>Basic Japanese language lessons will be provided after a few months of enrollment in your university.</p>
Q3	Currently, I do not belong to any organization. Can I apply?	<p><u>For ABE</u>, Yes. It is possible to apply. However, even if you currently do not belong to an organization, it is necessary for you to have previous work experiences. Please check “General Information”, for more information. Eligible applicants are generally from the private sector and government (related to the areas where Japanese companies are involved or concerned).</p>

		<p>For SDGs, No. Eligible applicants are generally from the government or academia. For the SDGs, those who do not belong to any governmental/academic organization cannot apply.</p> <p>The range of eligible applicants can depend on the JICA Overseas Office in the country of your nationality. Even if there is no JICA Overseas Office in your country, there should be a JICA Overseas Office which has jurisdiction over your country. Please inquire to the designated JICA Overseas Office for your confirmation.</p> <p>*To find your designated JICA Overseas Office, please see the page "Africa About JICA JICA" or "Middle East About JICA JICA".</p>
Q4	I am over 40 years old as of April 1st, 2024. Can I apply for ABE and SDGs?	<p>As mentioned on page 4 for ABE and on page 3 for SDGs in “General Information”, the applicants must be under forty (40) years of age as of April 1st, 2024. However, the range can be given consideration by the JICA Overseas Office. Please directly inquire to the JICA Overseas Office designated for your country of nationality.</p> <p>*To find your designated JICA Overseas Office, please see the page "Africa About JICA JICA" or "Middle East About JICA JICA".</p> <p>*It is required as a prior condition that you meet other requirements except for "Age".</p>
Q5	I have a degree which is recognized as equivalent to a Bachelor’s degree even though I have an academic background of 15 years (not 16 years). Can I apply for ABE and SDGs?	<p>If you have a degree equivalent to Bachelor’s degree, you are able to apply for ABE and SDGs (Master’s degree course only).</p> <p>At the time of the selection, the university may ask for an explanation. In that case, please explain the situation above to the university.</p>
Q6	I applied for the ABE and/or SDGs last year. Can previous applicants re-apply?	<p>Yes. However, please note that the application form from the previous year will not be accepted. All applicants must use the application form for the current year to apply.</p>
Q7	I am a graduate of past batch of ABE initiative. Can I apply for SDGs?	<p>Not accepted basically. However, please note application policy may vary by the JICA Overseas Office. Please directly inquire to the JICA Overseas Office designated for your country of nationality.</p> <p>Even if there is no JICA Overseas Office in your country, there should be a JICA Overseas Office which has jurisdiction over your country.</p>

		<p>*To find your designated JICA Overseas Office, please see the page "Africa About JICA - JICA".</p> <p>*It is required as a prior condition that you meet other requirements for SDGs</p>
Q8	Do I need to have an Official Certificate of English score of TOEFL iBT or CEFR (Estimated score) prior to apply for ABE or SDGs?	<p>No, but you must obtain it before the selections by the universities only if the university/department/course which you will apply requires official certificates of your English scores (TOEFL etc.). For successful candidates of the 2nd selection, expenses of the examination can be borne by JICA if the university requires the scores and does not recognize alternative means like certificate of completion of university studies in English.</p> <p>Please see further details from “(3) Necessity for Official Certificate of official English exams etc.” on page 6 for ABE and page 5 for SDGs in “General Information”.</p> <p>Also, please see the details from column BL of the "University Information": "Whether or not alternative documents are approved to prove candidate's English proficiency" as well.</p>
Q9	Can IELTS score be accepted?	<p>It depends on the university. Please check column BI of the “University Information” to confirm whether your desired university accepts IELTS scores.</p>
Q10	What are “research students” in ABE or SDGs?	<p>Please see page 9 of the [NOTES] in “General Information” for ABE and for SDGs. “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 (or doctoral program for SDGs) course of the university of admission. They will utilize their time as a research student to prepare for the entrance examination. During this time, the research student must prepare for entrance examinations. If they fail, they have to return to their home country immediately.</p>
Q11	How long is the program for studying in Japan?	<p>It depends on the course of study at the university you wish to enroll in. Please carefully see “University Information” of your desired university. In particular, if you are accepted into university as a “research student”, you will be enrolled for a maximum of 6 months as a research student plus the period of study at the university you wish to enter (Please see Q10 above.).</p> <p>In general, a master's degree is 2 years, and a doctoral degree is 3 years. However, the period of your program will be depended on your condition as follows:</p>

		<p><u>For ABE</u>, if you have a period in which you are designated as a research student, you would have an additional 6 months (as a maximum) before the master's program. After your master's program period (depending on the university), if there is an offer for a post-graduate internship by a Japanese company, you may have another 6 months as the maximum period after your completion of graduate school.</p> <p><u>For SDGs</u>, if you have a period in which you are designated as a research student, you would have 6 months before the master's or doctoral program.</p>
Q12	Do I need to have working experience(s)?	<p><u>For ABE</u>, Yes. Generally, you must have working experience(s). The requirements for applicants from the private sector and government are different. Please see the details on page 4-5 in "General Information".</p> <p><u>For SDGs</u>, Yes. You must have working experience(s) of more than 6 months in your current organization at least. Please see details on pages 3-4 in "General Information".</p>
Q13	I will be out of my country during 1st and 2nd selection period. Can I apply from outside of my country?	<p>Please directly inquire to the JICA Overseas Office designated for your country of nationality.</p> <p>*To find your designated JICA Overseas Office, please see the page "Africa About JICA - JICA" or "Middle East About JICA - JICA"</p>
Q14	I am from the northern area of Africa region. Can I apply?	<p><u>For ABE</u>, Yes. However, please note that it is required as a prior condition that you meet other requirements except for country of your nationality.</p> <p><u>For SDGs</u>, No. Unfortunately, the SDGs program accepts those from one of the 49 Sub-Saharan African countries. Algeria, Egypt, Libya, Morocco and Tunisia are exempted. However, applicants from countries above can consider other options from different program by JICA, such as ABE and other JICA programs.</p>

2. Questions related to "Application Documents"

For details, please see "3. Procedures and Required Documents for Application" on pages 5-6 for ABE and pages 4-6 for SDGs in "General Information".

No	Question	Answer
Q1	[Through 1 st – 4 th selection] There is no JICA Overseas Office in my country. Where should I contact?	Even if there is no JICA Overseas office in a country of your nationality, there is a JICA Overseas office which has jurisdiction over your country. *To find your designated JICA Overseas Office, please see the page " Africa About JICA JICA or " Middle East About JICA JICA "
Q2	[1 st selection] What kind of documents should I submit to apply for ABE or SDGs?	Please see page 6 for ABE and page 5 for SDGs in "General Information". <u>Format Provided :</u> <u>(1) Application Form (Format provided, except for English Examination score)</u> There are one excel file and one word file which you should complete. -Application Form (Excel file) on First sheet -Application Form (Excel file) on second sheet (Annex 1) -Application Form (Word file, Annex 2) <u>Format Not Provided:</u> There is no template for the documents below, so please prepare them by yourself. <u>(1) Application Form</u> -Score of English examination (if any) <u>(2) Undergraduate Graduation Certificate</u> (in English or accompanied with official translation in English) <u>(3) Academic transcript</u> (in English or accompanied with official translation in English). <u>(4) A copy of valid passport with photo</u> (for checking nationality, name, sex, and date of birth). <u>(5) 2 ID Photos (4 cm×3 cm)</u> pasted on application form (Original and copy). <u>(6) Photocopy of the certificate of official English Tests etc.</u> (if any) <u>Format Provided Later For Successful Candidates :</u>

		<u>(7) Health certificate with JICA format</u> to be submitted <u>(after the 4th Selection)</u>
Q3	[1st selection] Do I have to use “3-3. Confirmation of the nomination by the applicant's present organization” in Application Form (Excel file) on First sheet or can I use own format?	Please directly inquire to the JICA Overseas Office designated for your country of nationality. Even if there is no JICA Overseas Office in your country, there should be a JICA Overseas Office which has jurisdiction over your country. *To find your designated JICA Overseas Office, please see the page " Africa About JICA - JICA " or " Middle East About JICA - JICA ".
Q4	[1st selection] Where can I get application documents to be submitted?	Please directly inquire to the JICA Overseas Office designated for your country of nationality with the following information. Even if there is no JICA Overseas Office in your country, there should be a JICA Overseas Office which has jurisdiction over your country. 1) Your full name: 2) Your country of origin: 3) Your current affiliation: 4) Category of your organization, such as Government, Private Sector or Academic Institution: *To find your designated JICA Overseas Office, please see the page " Africa About JICA - JICA " or " Middle East About JICA - JICA ".
Q5	[1st selection] When is the deadline of submission to apply for ABE or SDGs?	The deadline is set by the JICA Overseas Office designated for the applicants' country. Please directly inquire to the JICA Overseas Office designated for your country of nationality to find out the exact deadline. *To find your designated JICA Overseas Office, please see the page " Africa About JICA JICA " or " Middle East About JICA JICA ".
Q6	[1st selection] To where do I submit the application documents for 1st selection?	For the first selection, applicants must submit all required documents to the JICA Overseas Office of the county of your nationality. *To find your designated JICA Overseas Office, please see the page " Africa About JICA JICA " or " Middle East About JICA JICA ".
Q7	[1st selection] How should I submit the application documents required?	The method and format of submitting the application documents depends on the JICA office in your country/JICA office that has jurisdiction over your country. Please directly inquire to the JICA Overseas Office designated for your country of nationality.

		<p>*To find your designated JICA Overseas Office, please see the page "Africa About JICA JICA" or "Middle East About JICA JICA".</p>
Q8	<p>[1st selection]</p> <p>Can I submit the application form handwritten?</p>	<p>No. All of the contents in your application form should be typed, except for your signature.</p>
Q9	<p>[1st selection]</p> <p>How can I decide my desired university (1st-3rd choice)?</p>	<p>Please see “University Information” of your desired university. You can find each condition, requirement and etc. To get more detailed information, please see the website of each university.</p> <p>For some universities, it is possible to contact the universities prior to your application, to find out more about the schooling the university can provide for you, and whether it matches your desired research topic. In such cases, you must contact the university by using a particular format. Please refer to the JICA Overseas Office for information regarding this format.</p> <p>You can find out whether or not a university allows such prior contact by looking at (4) Consultation with university before “Pre-application matching” in column BA in the “University Information”.</p>
Q10	<p>[1st selection]</p> <p>I have several degrees from more than 2 universities. Which diploma/transcript should I submit?</p>	<p>If you have graduated from more than 2 universities (as higher education), please fill in ALL of your universities in the Application Form (section 2 of “Education Background “on the first sheet of the format), and please submit ALL of graduation certificate(s) and transcript(s) as well.</p> <p>For example, if you have a Master's degree(s) already, please submit both graduate certificate for your Bachelor's and Master's.</p>
Q11	<p>[1st selection]</p> <p>It is required to obtain a “Confirmation of the nomination by the applicant's present organization”. Does it mean I need a signature from my current employer or supervisor to apply for the program?</p>	<p>No, if you are currently employed by a private company or not employed.</p> <p>However, please note application policy may vary by the JICA Overseas Office. Please directly inquire to the JICA Overseas Office designated for your country of nationality.</p> <p>Even if there is no JICA Overseas Office in your country, there should be a JICA Overseas Office which has jurisdiction over your country.</p> <p>*To find your designated JICA Overseas Office, please see the page "Africa About JICA - JICA" or "Middle East About JICA JICA".</p>
Q12	<p>[1st selection]</p> <p>What does “notary seal” mean?</p>	<p>This means to officially notarize the copied document, affixed by authorized public institutions or lawyers.</p>

Q13	[1 st selection] Can I submit a certificate and an academic transcript written in other Language than English?	If you have the certificate and/or the transcript written in a language other than English, please attach the official English translation for each document. Also, please do not forget to submit the notary sealed certificate and academic transcript written the original non-English language as well. (We will not allow you to only submit the English translation.)
Q14	[1 st selection] Could you return the document submitted?	All “Application Documents” submitted will not be returned.
Q15	[1 st selection] Where can I get “Reg.No” in “Application Form (Excel file) on First sheet” and “Application Form (Excel file) on second sheet (Annex 1)”?	You do not have to write “Reg.No” in “Application Form (Excel file) on First sheet” and “Application Form (Excel file) on second sheet (Annex 1)”.
Q16	[4 th selection] I need your help with my university applications	If you have any questions about the application documents, please contact the university to confirm directly with them.
Q17	[4 th selection] The university require me to send application documents by mail. What method shall I use?	We advise you to use an international courier service like DHL which is available in your country.
Q18	[4 th selection] Please let me know how many days before the deadline I should drop off application documents?	Please check with the international courier service you will use. Please keep in mind to post application documents well in advance.
Q19	[4 th selection] How can I confirm if my application documents have been delivered before the deadline?	Please confirm it with the university directly.
Q20	[4 th selection] The application documents I mailed are taking longer than expected based on web	Please communicate with the courier service to clarify the situation and inform it to the university immediately to get an instruction.

	tracking service and I may not be able to meet the deadline.	
Q21	[4th selection] I cannot find online registration site/I cannot complete online registration.	Please contact with the university to get a support.
Q22	[4th selection] English proficiency scores required by the university are not available in my country.	Please contact with the university and follow the instruction. Also, please see column BL of the "University Information": " Whether or not alternative documents are approved to prove candidate's English proficiency" as well.
Q23	[4th selection] In my country, there are limited test dates available for the English proficiency examinations required by the university, and it is unlikely that I can obtain the official certificate of required scores before the application deadline for the university.	Same as Q22 above.
Q24	[4th selection] I received the application documents in Japanese/The online application registration site is in Japanese. What shall I do as I do not understand Japanese at all?	Please ask the university if English documents/site are available. If not, please consult with the relevant JICA Overseas Office.
Q25	[4th selection] The university require me to submit the original undergraduate certification, but I would not like to submit the original as university would not reprint it again.	Please prepare the ORIGINAL and submit it as you are required to follow the instructions from the university.

3. Questions related to "Selection Procedures"

For details, please see "4. Selection Procedures" on pages 7-10 for ABE and for SDGs in "General Information".

No	Question	Answer
Q1	Please tell me the selection procedures.	<p>Please see on pages 7-10 for ABE and for SDGs in "General Information".</p> <p>There should be four (4) steps to pass the selection. For the successful candidates, the documents exempted at the first selection, such as English score and health certificate may be requested to be submitted when it is necessary.</p> <p>Especially, the section "D) Overview of the Selection Schedule" will be useful for you to understand the whole process.</p>
Q2	Why do some universities skip the 3rd selection?	<p>This is because some universities have earlier deadlines for the 4th selection than the rest, and applicants of such universities can proceed straight to the 4th selection after the 2nd selection (skip the 3rd selection). Please carefully see columns AU, AV, AX and AY of the "University Information" of your desired university and the section "D) Overview of the Selection Schedule" in "General Information".</p>
Q3	Where can I find information of the application deadline for the 4th selection?	<p>Please see the details from column AU and AX of the "University Information": "Application period of submission of application documents for the entrance examination to the university. More detailed information may be provided for those who pass the 3rd selection (There are some universities that have early deadline for application. Please see Q2 above).</p>
Q4	Does it cost anything to proceed through the 1st-4th selections?	<p>There are no fees to be charged directly by JICA.</p> <p>Any costs incurred during the selection procedures including travel expenses, documents preparation (photos, official notification etc.) and any other personal expenses must be covered by applicants.</p> <p>However, the application fee to apply for universities and the English examination fee can be borne by JICA. For English examination, it will be only once, only for successful applicants of the 2nd selection, and only if your desired university requires you to have the score and does not recognize alternative means like certificate of completion of university studies in English. Please see more details from "(3) Necessity for Official Certificate of official English exams etc." on page 6 for ABE and page 5 for SDGs in "General Information".</p>
Q5	How can I get results of 1st-4th selections?	<p>JICA WILL MAKE THE FINAL DECISION AND INFORM YOU THE RESULTS of each of selections if you pass it. Some of the universities might inform you the result of their selection after the 4th selection, but it is not the final result.</p>

		<p>Please see on page 8 for ABE and for SDGs in “General Information” regarding JICA adjustment after 4th selection.</p> <p>You will NOT get a call if your application is unsuccessful at each stage.</p>
Q6	Can I be informed of the reasons for my unsuccessful application?	The reasons for disqualification in the selection procedure will NOT BE DISCLOSED.
Q7	I passed 3rd selection for my first choice. Can I switch to the 2nd choice university, please?	No, you cannot change order of your preference.

For inquiries regarding the General Information, contact JAPAN INTERNATIONAL COOPERATION CENTER (JICE) which is the subcontractor of the JICA ABE Initiative and SDGs Global Leader programs using below QR code.

