

June 6, 2019

## Application procedure for JSPS Postdoctoral Fellowships for Research in Japan

### For foreign researchers interested in JSPS postdoctoral fellowship at the National Institute of Population and Social Security Research (IPSS)

1. First, the applicant must contact an IPSS researcher and acquire approval from the IPSS researcher to be a host researcher for the fellowship.
2. The applicant is required to submit the following documents to IPSS through the IPSS researcher who agreed to be a host researcher.
  - a. The application form for the acceptance as a JSPS fellow candidate at IPSS
  - b. CV with a face photo
  - c. Letter of commitment
  - d. Other documents that are required by the Director-General (if applicable)
3. IPSS issues a permit for the acceptance of a JSPS fellow for a specified period. This permit is valid only if the applicant is successfully awarded the fellowship.
4. The applicant and the IPSS host researcher proceed to the formal application procedure of the JSPS fellowship only after acquiring the permit specified in 3.

● The formal application procedure for JSPS Postdoctoral Fellowship for Research in Japan

Short-term/Standard program	Application through an Overseas Nominating Authority*
① The applicant fills out, or acquires documents specified by JSPS and sends them to the host researcher.	Please follow the application procedure specified by the nominating authority.
② The host researcher fills out the application forms for the JSPS fellowship and completes the application through the JSPS Electronic Application System.	

The application procedure written above is based on the Official Regulations for the Acceptance of JSPS Fellowship Researchers at the National Institute of Population and Social Security Research (enacted on March 1, 2019).

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Official Regulations for the Acceptance of JSPS Fellowship Researchers  
at the National Institute of Population and Social Security Research  
(enacted on March 1, 2019)

English Summary

In addition to the regulations introduced by the Japan Society for the Promotion of Science (hereafter referred to as JSPS), the following regulations will be applied to the postdoctoral fellowship researchers (PD and RPD) and foreign postdoctoral fellows of JSPS (hereinafter referred to as JSPS fellows) at the National Institute of Population and Social Security Research (hereinafter referred to as IPSS). (Article 1)

1. The permission to accept as a JSPS fellow at IPSS will be ineffective if the fellowship application is rejected, or if the fellowship period has ended. (Paragraph 1, Article 4)
2. IPSS can withdraw permission to accept JSPS fellows at IPSS if any of the following are found to apply.
  - (1) The applicant is not fully engaged in conducting research that is in accordance with the research plan
  - (2) There is insufficient progress of the research
  - (3) The applicant engages in conduct that is inappropriate for a researcher to be accepted at IPSS(Paragraph 2, Article 4)
3. The applicant who has been accepted as a JSPS fellow is required to follow the research plan submitted in advance, engage in research by following guidance from the host researcher, and promptly submitting their research results to the institute upon completing the period of the fellowship. (Paragraph 1, Article 7)
4. JSPS fellows follow IPSS staff guidance regarding the working rules and practices as well as the use of research facilities, except for cases where there are hindrances to the affairs at IPSS and in cases where the institute specifies otherwise. (Paragraph 3, Article 7)
5. JSPS fellows will be issued identification as necessary. (Paragraph 4, Article 7)
6. Except for the expenses that are reimbursed by JSPS, JSPS fellows will not be paid and will not be reimbursed by IPSS for living expenses or other expenses for research activities. However, IPSS will reimburse travel expenses that are deemed necessary by the institute. (Paragraph 5, Article 7)

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7. JSPS fellows must not reveal any confidential information acquired during the course of their duties as JSPS fellows. This rule applies in the same manner after a researcher completes his/her fellowship. (Paragraph 6, Article 7)
8. If the period of JSPS fellowship expires, or the fellowship is ended for other reasons, the JSPS fellow is required to promptly submit a notification of the completion of their fellowship. (Paragraph 7, Article 7)
9. IPSS will not bear any responsibility for damages incurred by unforeseen accidents caused by the JSPS fellow, except when caused by willful or gross negligence by IPSS staff. (Article 8)
10. If a JSPS fellow incurs damages to IPSS, due to either willful or gross negligence, the JSPS fellow will bear the responsibility to compensate for the damage. (Article 9)

\* In case of discrepancy in interpretation, the Japanese version shall prevail.