

**Infrastructure Management Program  
Graduate School of Urban Innovation**

**The Application Guideline**

**【Oct. 2019 – Sep. 2021】**

Yokohama National University, with a grant funded by the Government of Japan and administered by the World Bank under the Joint Japan/World Bank Graduate Scholarship Program (JJWBGSP), is now seeking prospective students for its inter-faculty Master's Degree Program in Infrastructure Management (IMP). The program, which will begin in October 2019, is specifically designed for training infrastructure policy planners from World Bank member countries which are currently eligible to borrow.

Interested persons should apply for admission to the Graduate School of Urban Innovation (GSUI), Yokohama National University through the online system by **28 February 2019**. After screening the records of qualified candidates, the GSUI Selection Committee will select 16 nominees for admission to the program. The 16 nominees should apply for final screening by the World Bank ("Scholarship Application") and 8 final passers will be accepted as IMP students and receive World Bank scholarships. Successful candidates will receive notification to that effect before July 2019 at the latest.

In applying for admission to the program, applicants should note that the IMP is oriented to training government officials with present or future management responsibility and an academic background in the field of engineering. Women are encouraged to apply.

## **Eligibility**

Applicants must:

· Be a national of a Bank member country that is eligible to receive Bank financing and not be a national of any country that is not eligible to receive the Bank financing;

· Be in good health with respect to the capacity to be a productive scholar for the duration of the Graduate Program, as certified by a medical doctor;

NB: The World Bank will request all successful candidates to provide a certificate of good health.

· Hold a Bachelor's degree or its equivalent with superior academic achievement earned more than three (3) years before the Scholarship Application Deadline;

· Not have received any scholarship funding to earn a Graduate degree or its equivalent from any other sources funded by the Government of Japan;

· Be employed in a paid and fulltime position at the time of the Scholarship Application Deadline unless the applicant is from a country identified in the World Bank's "Harmonized List of Fragile Situations"; and

· Have, by the time of the Scholarship Application Deadline, at least three (3) years of recent fulltime paid professional experience acquired in development-related work after a Bachelor's Degree or its equivalent in the applicant's home country or in another developing country; If the applicant is from a country in "Harmonized List of Fragile Situations" at the time of the Scholarship Application Deadline, the recent professional experience does not have to be fulltime or paid;

※Priority Consideration will be given to applicants who:

- (a) Are 35 years or younger;
- (b) Can receive an official leave of absence during the period of study;
- (c) Are planning to return to the equivalent position (including the current one) in their home country after s/he completes the program;
- (d) Are recommended by appropriate government agencies; and
- (e) Submit Official English Proficiency Test Scores (TOEFL/IELTS).

N.B.

It is strongly advised that successful candidates arrange for a leave of absence from their employer for the two-year period during which they are to participate in the program. This leave should assure their re-employment after completion of the program.

## **Program Objectives**

The Master's Degree Program in Infrastructure Management at Yokohama National University (YNU) was established with a special fund from the Government of Japan, administered by the World Bank, for the purpose of training government officials from developing countries who have engineering backgrounds. The program focuses on such areas as economics, management, specialized engineering and law related to the development and management of infrastructure. In a changing global situation, if the government officials who are engaged in planning and implementing their nations' infrastructure development policies are to make decisions consistent with the welfare of the people of their countries, it is vital that those officials have advanced knowledge of and experience in management, technological fields and macro-economics.

The YNU program, which is specifically designed to meet the needs of students from developing countries under a scholarship program funded by the World Bank, offers lectures and laboratory work in the fields of engineering, economics, management and law. Students are also provided with the opportunity to learn practical Japanese, mathematics, computer techniques and other basic subjects. After the initial six months of schooling, students engage in internship programs related to their area of study.

During the remainder of the two-year period, individual instruction and tutorials are given to students to help them consolidate their understanding of their courses and prepare a thesis, which is a requirement for the completion of the Master's program.

The YNU program is organized and operated by an inter-faculty committee. The university committee consists of the Graduate School of Education, Graduate School of Engineering Science, Graduate School of Environment and Information Sciences, Graduate School of International Social Sciences, and Graduate School of Urban Innovation of Yokohama National University.

## **Scholarships**

Approximately 8 scholarships are allocated to the YNU program by the World Bank. Each scholarship provides a monthly allowance of JPY152, 000 and a round-trip air ticket to Japan plus a travel allowance of USD 500. The scholarship also covers tuition fees, the entrance examination fee and the admission fee.

Citizens of low and middle income World Bank member countries are eligible for the scholarships. Applicants must have at least three years of practical experience involving responsibility for infrastructure development and must also intend to pursue a career in the field of development.

## **Housing**

Ooka International Residence is a quality housing complex for an international community of students, researchers, and faculty and administrative staff of YNU, which aims to promote multicultural exchange and understanding. This new residence, opened in September 2010, has 252 studio rooms for international students. The advantage of staying at Ooka International Residence is that the occupancy during the whole program period is guaranteed (students need not look for housing for the second year). University-affiliated housing facilities for accompanying family members are extremely limited. Students wishing to bring their families will be asked to make their own arrangements. It is advised that students who intend to bring family members wait until after the first semester of the program, when they become familiar with living conditions in Yokohama. Public daycare services are available for pre-school children, but they are extremely competitive, usually with a very long waiting list. Private childcare services (nannies, au pairs, etc.) are rare in Japan and if you can find them, they tend to be prohibitively expensive.

# Application Procedure

The deadline of applications for the 2019-2021 program is 28 February 2019.

When applying, applicants must submit the following documents to the Infrastructure Management Program Office, Graduate School of Urban Innovation through the online system:

- \*Completed application form;
- \*Official transcripts showing the applicant's academic performance in his or her undergraduate program;
- \*Certification of Graduation or Copies of Diploma which should be including the title of Bachelor;
- \*Names and contact information of the recommenders;

Names of two different people must be provided to support the application. One of these must be a person who has supervised the applicant in a work situation and the other from a professor at the university from which the applicant graduated. We will later ask the two recommenders to provide a recommendation letter for the applicant electronically. For this purpose, the recommenders must use official email addresses of the professional institutions they are affiliated to. We will not accept recommendation letters from private addresses such as Gmail or Yahoo! Mail unless there is a compelling reason to do so.

- \*Evidence of a satisfactory level of English competence; and

Because the entire program is carried out in English, applicants must provide evidence of a satisfactory level of English competence. If the applicants have completed a university program conducted mainly in English, enclose a certificate of English proficiency sufficient to prove the fact that the medium of instruction has been English and that the applicants have successfully completed the program. If the applicants choose to submit Official English Proficiency Test Scores (TOEFL/IELTS), the only documents we accept are official TOEFL scores sent directly by the Educational Testing Service (ETS) or official IELTS score sent directly by the British Council. Please refer to the TOEFL webpage at <http://www.ets.org/toefl> or the IELTS webpage at <http://www.britishcouncil.org/exam> .

The applicants may be asked to be interviewed by YNU academic staff via Skype, primarily for the purpose of ascertaining their proficiency in English.

- \*Research Plan (around 5 pages)

If any forgery and false declaration is found in the application documents, the students will be subject to disciplinary action by YNU, which includes expulsion from the university, in which case the World Bank will be immediately notified and the student in question will lose all his/her scholarship entitlement, including the return airfare.

- Complete application packages, with all required material, must be submitted through the online system (<https://e-apply.jp/e/ynu/>) no later than **28 February 2019**.
- Completed application form, Research Plan, and Signed checklist with completed return address labels must be printed out, and complete application packages, with all required material, must be postmarked no later than **8 March 2019**.
- Complete application packages must be sent via a mail tracking system.
- Late applications will not be considered.

**Mailing Address:**

Infrastructure Management Program Office  
Graduate School of Urban Innovation  
Yokohama National University  
79-5 Tokiwadai  
Hodogaya-ku, Yokohama 240-8501  
Japan

-Applicants must apply through the online system first. Handwritten applications or applications only sent by post will not be accepted.

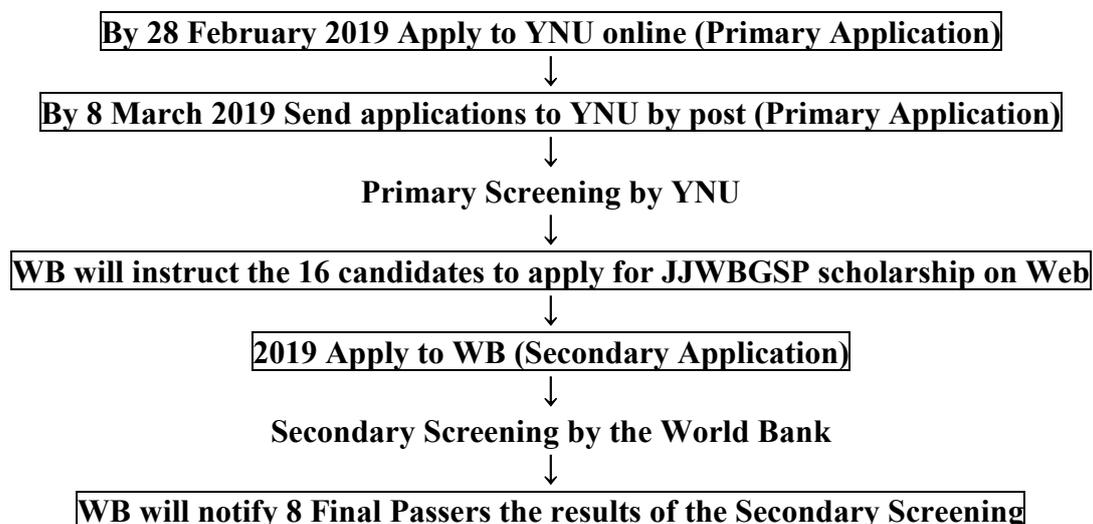
-Please do not send applications by fax or e-mail.

-Recommenders must use the forms provided by us for the 2019-2021 program.

**Note:** Completed applications and supplementary materials cannot be returned.

## Selection Process

Among all applicants, 16 candidates for the YNU program will be initially selected. These 16 nominees will be further screened by the World Bank and 8 candidates will be awarded scholarships by the World Bank, subject to final approval by YNU. It should be noted that the selection process involves two-time applications and two-time screenings. First application must be sent to YNU and the primary screening will be conducted by YNU. For the secondary screening conducted by the World Bank, it is necessary to apply to the World Bank directly and notification of the result will be sent by the World Bank. The screenings are independently operated respectively by the two organizations. YNU will notify the results of the primary screening to successful candidates in early April. Only those candidates who have thus been notified are eligible for online Scholarship Application to the World Bank, which will conduct the secondary screening. Any original documents or letters received by YNU cannot be returned to the applicant. In practical terms, this means applicants should prepare two copies of certificates at the time of their initial application to YNU. Each person who has passed the primary screening by YNU is required to apply directly to the World Bank through its online system for scholarships in the 3rd Week of April. The World Bank will conduct the secondary screening for the applicants who have completed the requisite procedures in time, and will select 8 applicants as scholars for this program. It means that the applicants who have passed the primary screening at YNU are not necessarily the final passers. Applicants who were not selected by the World Bank as JJWB graduate scholars will not be accepted as IMP students by YNU.



※For Secondary Screening to be conducted by the World Bank, please visit WB's Web site.

## **Courses Offered in the Program**

### Preparatory Training Courses:

### Specialized Curriculum Framework and Courses:

#### 1. Infrastructure Planning and Management Courses

In this portion of the program, students will examine each area of infrastructure construction, concentrating on all aspects of the development process from the survey and planning stages through the management and operations stages. Particular focus will be placed on theories and techniques appropriate to the economic, political and social situations in each country.

#### 2. Institutional Aspects of Infrastructure Management Courses

In this part of the Master's course, students will be exposed to the relationship between institutional, or "soft" infrastructure, and the effective construction and maintenance of "hard" infrastructure. The importance of markets, finance, government and law will be stressed, and methods of structure and reform will be examined.

#### 3. Globalization and Communication Systems Courses

This portion of the program clarifies the relationship between the development of information networks and social and economic development. Students will consider the necessity of developing policy to create an information network infrastructure able to deal with the dual issues of rapid globalization and the spread of an information-based society.

#### 4. Infrastructure Management for Sustainable Development Courses

Courses in this part of the program will focus on infrastructure management and environmental preservation, as well as the basic principles and concrete techniques of infrastructure planning, construction and management that make sustainable development a possibility. In particular, emphasis will be placed on techniques of dealing with issues related to economic development such as environmental conservation, population growth, diminishing resources and global warming.

#### 5. Selective Related Specialized Courses

With consent of the faculty concerned, students can take related specialized courses that are offered by the Graduate School of Engineering Science, Graduate School of Urban Innovation, Department of Economics, Business Administration, and International and Business Law. Students can take any number of courses but no more than ten units in these courses can be included for calculation of credits required for graduation.

### Seminars and Field Excursions

#### Examples of Seminars:

- Disability and Development
- Sustainable Forest Management
- Basic Education
- Peace Building
- Governance & Legal System
- Environmental Issues /Climate Change
- Private Sector Development

#### Examples of Field Excursions:

- Yokohama Bay
- Nishiya Water Purification Plant

- Metropolitan Area (Tokyo)
- Diet Building
- Tohoku Area(Construction Site)

### Practicum/Internships

Examples of Practicum/Internships:

- Disaster Risk Management
- Road Administration
- Civil Engineering (Infrastructure Development)
- Regional Development
- Roads Management
- Waste Disposal Management
- Railways
- Adaption to Climate Change
- Information Technology
- Transportation Planning
- Health System Management
- Water Supply System
- Architecture

\*Students must participate in Practicum/Internships. Practicum and Internships may be held in localities in Japan other than Yokohama. In such cases, the students must live in dormitories or other housing facilities for the duration of the training, which could take one to two months.

\*\*University courses, seminars, field trips, practicum courses are subject to possible change or cancellation due to unforeseeable circumstances.

\*\*\*Students are not allowed to accompany their family to Practicum/Internships and field excursions, Students will be living apart from their family during these training programs.

\*\*\*\*This program sets many mandatory classes and specialized classes on weekdays. The students must follow the vigorous program focusing on their study during the week. Their physical presence in the campus is an absolute condition for completing the program.

### **About Academic Adviser for IMP**

Applicants can find the pool of Instructors who can accept IMP students on this URL ↓

<http://www.ynu.ac.jp/english/exam/professors.html>

NB: The professor who is preferred by a student as his/her first choice may not necessarily be his/her academic advisor.

### **Program Calendar (2019-2021)**

<b>2019</b>	March 8	Deadline for application to the YNU program
<b>2019</b>	April	Scholarship Application Deadline
<b>2019</b>	May-June	Announcement of successful candidates

<b>2019</b>	October	YNU program begins  Preparatory courses, specialized courses, seminars and field trips
<b>2020</b>	August and September	Summer break
<b>2020</b>	October	Specialized courses, seminars, practicum/internship and thesis writing
	August and September	Summer break
<b>2021</b>	September	IMP program ends

## **Joint Japan/World Bank Graduate Scholarship Program Employment Policy for JJ/WBGSP Scholars**

The Grant Agreement between the World Bank and the Government of Japan states:  
“It is anticipated that scholars would return to their countries to apply their enhanced knowledge and skills towards helping accelerate the pace of economic and social development.”

To maintain high levels of home return, it has been an established agreement between the Government of Japan (the sole Program donor) and the World Bank that JJ/WBGSP scholars are not entitled to seek employment of any kind at the World Bank or the International Monetary Fund (IMF) for three years after they finish their academic program.

The three-year employment restriction applies to the World Bank and IMF headquarters and field offices. This restriction covers regular staff appointments, short term consulting contracts, and all other types of employment during the three-year period.

### **Correspondence**

All correspondence should be addressed to:

Infrastructure Management Program Office  
Graduate School of Urban Innovation  
Yokohama National University  
79-5 Tokiwadai  
Hodogaya-ku, Yokohama 240-8501  
Japan

(Phone) +81-45-339-3604  
(E-mail) [jwbimp@ynu.ac.jp](mailto:jwbimp@ynu.ac.jp)