

**Kyoto University Hakubi Project to Foster and Support Early-Career Researchers**  
**The 14th Call for Applications for research positions in the Global Category**  
**Applicant Registration and Proposal Preparation Instructions**

**1. Applicant Registration**

**\*If false declarations are found to have been made by the applicant, the application will not be considered for screening and the offer will be withdrawn.**

**(1) Email address and password**

After registering as an applicant, you will need an e-mail address and password to log in to the applicant registration site. Please be sure to remember the e-mail address you use for registration. If you forget your e-mail address, you must re-register.

**(2) Name (Family name(s)/Given name(s))**

Please enter your name carefully and consistently. If your name is written in Chinese characters, please write them in the name field reserved for Chinese characters.

If your name as a researcher differs from your name in your family register, please register using the name as it appears in your papers.

When a person whose name as a researcher differs from his/her name in the family register comes for an interview, he/she needs to bring an identity card that shows both names to the interview venue. (e.g. driver's licence).

**(3) Date of Birth, Age, and Gender**

Please enter your date of birth according to the Western calendar.

Please select your gender.

**(4) Post you apply for**

Please be sure to indicate which of the following posts you are applying for: Program-Specific Assistant Professor, Program-Specific Junior Associate Professor, or Program-Specific Associate Professor.

**(5) Desired date of appointment**

Please select the date of appointment if you are employed by the Hakubi Project. It is possible to change it during the screening process, so please let us know your current preference.

**(6) Notification of Acceptance from Your Host Researcher and Host Department**

A host researcher is, in principle, a researcher who has an employment relationship with Kyoto University and who takes on a mentoring role with regard to matters that need to be addressed for the smooth implementation of the research after employment, such as internal procedures and securing a research location. The host department refers to the department to which the host researchers belong and the research site within Kyoto University where you plan to conduct your research activities as a Hakubi Researcher.

You should contact the host researcher with whom you wish to work, at the time of application. You are required to obtain the informal consent of the host researcher by the time of the

interview screening at the latest.

Please search for the name of your host researcher at the following URL and confirm his/her name and his/her title, select the name of the department to which he/she belongs, and enter the e-mail address with which you have contacted.

[Activity Database of Education and Research, Kyoto University]

<https://kdb.iimc.kyoto-u.ac.jp/>

If you have obtained notification of acceptance from the host researcher at the time of application, check the 'Obtained' box. For those who have not obtained notification of acceptance by the host researcher at the time of application, check the 'Being requested' box.

### **(7) Language used during the interview**

The second round of screening is an interview. Please select either Japanese or English.

### **(8) Nationality, Country of Residence, Home Address, and Contact Information**

Please select your nationality and country of residence.

Please give us your address and phone number where we can contact you during the day.

### **(9) Current Affiliation and Title**

If your current affiliation is other than Kyoto University, please provide the name of your current affiliation (university, research institute, etc. and department) and position.

For JSPS Postdoctoral Fellowships or similar programs, please enter the host institution as your affiliation.

Example: Graduate School of \_\_, \_\_ University, JSPS Postdoctoral Fellowship (PD)

### **(10) Title of Research Project**

Please provide the title of your research project within 50 words.

### **(11) Outline of Your Planned Research**

**Please provide the outline of your planned research within 80 words.**

### **(12) Degree (Year Obtained)**

Select 'Yes' if you have a doctoral degree or 'None or scheduled to obtain' if you do not have the degree, even if you anticipate or plan to obtain a doctoral degree.

If 'Yes' is selected, please select the year, the month and the day you earned your degree.

If 'None or scheduled to obtain' is selected, please select whether you plan to earn, do not plan to earn, or have withdrawn from the doctoral program after completing coursework.

### **(13) Research Fields**

Select the two research fields that are the-most relevant for your research from the "Basic Section" of the appended the "Review Section Table" for Grants-in-Aid for Scientific Research (KAKENHI)

## **2. Registration Number**

Upon completion of applicant registration, log in to the applicant registration website again and check the receipt number provided to you. Please note that registration completion email will NOT

BE SENT from the applicant registration website. When sending an email with your enquiry to the Hakub center, it is helpful if you also indicate your receipt number in the email.

**3. Research Proposal (Proposals should NOT exceed 13 pages in total and be in PDF format with a file size of no longer than 20MB)**

Please download the Word or PDF form of your choice to prepare your proposal. No other forms are available. Please complete the Proposal Form as described in the directions below using a 10.5 point font or larger. Changing the prescribed format is not acceptable. The form may be completed in either in English or Japanese. Photographs and charts may be inserted in either in color or black-and-white. Do not include hyperlinks within the proposal. Color printout of the proposal to be handed over to the jury at the time of judging. Please submit your proposal by converting it to PDF file and uploading it via your account. Any proposal that is considered incomplete may not be considered for review.

**[1] Basic Information about the Applicant**

**(1) Name**

Please fill in your name carefully and consistently. If your name is written in Chinese characters, please enter the characters in the box provided.

**(2) Academic Degree**

Please fill in the title, the university or institution where it was earned (or will be earned), and the date earned according to the Western calendar.

**(3) ID Photograph**

Attach a digital portrait photograph taken within three months of the application.

The photograph should be about 40 mm high and 32 mm wide, showing a front view of your face; please do not wear a hat.

**(4) Education and Employment History**

Please provide details of your educational and employment history as of the date of application.

Begin with the high school from which you graduated and list your educational achievements in chronological order. You must include the names of any colleges/universities that you left without receiving a diploma. If you studied abroad for any length of time, please provide details.

Please list all of your employment history in the Employment History section. Please be specific about job titles and duties, and specify the end date for each position.

**(5) Interruption of Research Activities**

If your research activities have been suspended for purpose of childbirth, childcare, and/or nursing care, place an X in the box, and provide details in the subsequent section 3,(2) Research Achievements.

**(6) Awards and Penalties**

Please list awards and penalties in the space provided. Please fill in the subsequent section 3. Research Achievements for awards related to research achievements.

**[2] Research to be Conducted after Employment (maximum 5 pages)**

**(1) Title of Research Project**

Provide the title of your research project in less than 50 words in English.

**(2) Research Plan**

Please describe your research objectives, research plan and methods, necessary research facilities, and any other information that you think would be favourable for your application. Figures and tables may also be included as necessary.

#### **<Research Objectives>**

Clearly describe the specific objectives of the research to be conducted during your term as a Hakubi researcher. Include details such as the academic background required for the research, what you intend to clarify during the term of your appointment, the academic merit and unique features of the research, the expected results, and the significance of the research.

#### **<Research Plan and Methods>**

Describe your research plan and methods to achieve your objectives, including specific ideas for carrying out the research.

#### **<Research Environment>**

Briefly describe the research environment and facilities that you will require after being appointed (regardless of whether or not you have received notification of acceptance from a host researcher, institution, or faculty).

#### **<Other Information>**

Provide any other relevant information that you wish to convey to the screening committee.

### **[3] Research Achievements**

#### **(1) Research Achievements and Results (maximum 4 pages)**

Following the instructions specified in the proposal form, select and describe major papers, books, invited lectures, awards, industrial property rights, and so on that you have achieved to date.

#### **(2) Interruption in Research Activity (maximum 1 page)**

If research has been interrupted due to any causes, childbirth, childcare, or nursing care, etc., please enter the period of interruption in one-month increments.

### **[4] Your reasons for applying for this project and your ambitions as a Hakubi researcher (maximum 2 pages)**

Please respond briefly to the following. These answers will mainly be used for the screening interviews by the Hakuraku Council.

- (1) Please describe why you are applying to the Hakubi Project.
- (2) What characteristics should an ideal researcher possess?
- (3) As a researcher, how can you contribute to resolving current global issues?
- (4) Why did you choose to apply for the post of 'Associate Professor', 'Junior Associate Professor', or 'Assistant Professor'? Please answer concisely.

### **4. ID Photograph**

Upload the same file as the portrait photo attached to your proposal, in JPEG format (no more than 1 MB).