

Kyoto University Hakubi Project to Foster and Support Young Researchers FAQ

● Regarding the “Global Type and Tenure-track Type of the Hakubi Project”

Q1: Please explain the purpose of introducing the Global Type and Tenure-track Type appointment procedures.

A: In recent years, the Hakubi Project has emphasized a focus on research activities. In 2015, for the purpose of developing visionary researchers who will pioneer new paths in their respective fields and lead the next generation, the Hakubi Project began recruiting researchers to the Global Type, which fundamentally adheres to the previous application system, and to the Tenure-track Type, which follows the “Leading Initiative for Excellent Young Researchers (LEADER)” of the Ministry of Education, Culture, Sports, Science and Technology (MEXT).

Both types encourage researchers to conduct their research in an autonomous research environment in which no less than 60% of their working time is committed to their Hakubi research project, and up to 40% of their working time is used for participating in educational activities (e.g. teaching) and committee activities. In particular, Tenure-track Type positions require the pursuit of education and committee activities in conjunction with research activities, following the tenure-track system.

Q2: Please explain the institutional differences of Global Type and Tenure-track Type appointments.

A: Global Type Researchers are affiliated with only the Hakubi Center. Tenure-track Type Researchers are affiliated with their host faculties as well as the Hakubi Center.

Researchers in both the Global Type and Tenure-track Type will join events in the Hakubi Center such as seminars, and they will be referred to by the title of “Kyoto University Hakubi researcher” in recognition of their excellent research abilities to pioneer new paths in their respective academic fields.

This FAQ is for the Call for Applications to Global Type appointments. The detailed conditions for Tenure-track Type appointments will be announced in the list of the available posts publicized by MEXT.

Q3: Please explain the relationship between Tenure-track Type and the LEADER system of MEXT.

A: Kyoto University will recruit researchers into the Hakubi Project by utilizing the LEADER system of MEXT. For example, the Hakubi Center expert committee will conduct screenings to select “Excellent Young Researcher (EYR)” candidates from those who apply for a post in the list of Tenure-track Type positions available at the Hakubi

Project during the employment negotiation period of the LEADER system of MEXT. Please see the webpage of MEXT for more details for the LEADER system (http://www.mext.go.jp/a_menu/jinzai/takuetsu/index.htm) .

Q4: Is it acceptable to apply to both the Global Type and Tenure-track Type?

A: Please choose only one, Global Type or Tenure-track Type. If applying to the Global Type, please refrain from selecting posts listed by Kyoto University under applications to the LEADER system. If the Hakubi Center finds that the same applicant has applied to both the Global Type and Tenure-track Type in the process of screening, the applicant will be asked to withdraw from the Global Type.

● **Regarding the “Call for Applications”**

[Research Field]

Q5: What academic fields are included in the target research areas?

A: All academic research fields, from the humanities to social and natural sciences.

[Eligibility]

Q6: I see no details concerning an age limit. Are there specific requirements regarding the applicants' age?

A: No, there is no specific age limit. “Young” refers to those who are “young at heart.” This is because the average age of researchers who assume the post of assistant professor or associate professor differs significantly depending on the academic field.

Q7: I am in the third year of my doctoral program. I am expecting to receive a doctorate in March of this year. Am I eligible for the project?

A: Yes. The university does not strictly define what “researchers with a doctoral degree (or equivalent research abilities)” as stipulated in the Call for Researcher Applicants entails since that definition can vary depending on the academic field. Any individual who believes he or she is qualified may apply for the project.

Q8: I applied for the call last year, but was not selected. Can I apply again this year?

A: Yes, you can apply any number of times.

[Employment]

Q9: What is the difference between “associate professor” and “assistant professor” in this project?

A: Since this project requires that researchers dedicate themselves to research activities, the only difference, in effect, is the salary you would receive. Please choose the post that you think would be most appropriate for your current level of experience.

Q10: Who determines the post of applicants: associate professor or assistant professor? How do you determine appointed researchers' period of service?

A: Applicants should apply for the post of their choice (associate professor or assistant professor) and write down which post they desire in the application form (Proposal for Kyoto University Hakubi Project to Foster and Support Young Researchers, hereafter referred to as the “Proposal”). The screening committees will judge whether or not applicants are suitable for the post of their own selection. Accordingly, the university will not appoint an unsuccessful candidate applying for the post of associate professor as an assistant professor, even if he or she fulfills the requirements for assistant professor. Applicants cannot change their chosen post after application.

Please note that the period of service is five years from the designated start date. If the term begins on October 1, 2018, it will terminate on September 30, 2023. In the instance that your term begins on December 1, 2018, for any reason, fox example previous employment conditions, it will also terminate on September 30, 2023. It is not possible to extend employment past September 30, 2023, even if the start date of employment is delayed.

Q11: I don't have a specific desire about my position. I can serve either as an associate professor or an assistant professor. Can I apply for both positions?

A: No, you cannot. You must select only one of these positions, considering your experience and future career path as a researcher. If neither of these posts are selected, you will not be evaluated.

[Employment Conditions]

Q12: How is the salary determined?

A: The amount of your salary will be determined as stipulated in the Kyoto University Rules of Employment for Fixed-Term Program-Specific Faculty Members and in

accordance with your skills and experience (careers, research achievements, etc.). For details, please see the following example. (Note that the salary shown in the example is by no means a guaranteed amount, and the actual offer may be lower.

[Example]

1. Salary

(1) Basic salary

The monthly salary will be 400,000 yen or higher

Typical monthly salary ranges are

Associate professors: 550,000 to 700,000 yen

Assistant professors: 400,000 to 600,000 yen

If the monthly salary is 500,000 yen, for example,

the annual salary will be 6,000,000 yen (500,000 yen x 12 months).

(2) Allowances

There will not be any special allowances for commuting, housing, dependents, term end, extraordinary service, etc.

2. Retirement benefits

There will not be any retirement benefits.

3. Health insurance, pension

You are to become a member of the Ministry of Education, Culture, Sports, Science and Technology mutual aid association and employees' pension.

Q13: Is it possible to be employed in other institutions after the term as the Hakubi researcher starts?

A: No. Hakubi researchers are hired as full-time faculty members in Kyoto University. It is not possible to be employed in other institutions or projects at the same time in principle.

However it may be permitted to have other assignments as subsidiary appointments under given conditions, by applying for permission to the Hakubi Center for Advanced Research, Kyoto University prior to taking up another position.

Q14: Will the university provide allowances, such as term-end, commuter or extraordinary service allowances?

A: No, there will be no allowances.

Q15: Will the university pay travel expenses (to Kyoto, Japan) incurred in assuming the post?

A: No, the university will not pay such expenses.

Q16: I am working at another national university. If I am appointed as a Hakubi researcher, will my service at Kyoto University be counted in the calculation of my retirement allowance?

A: No, it will not.

Q17: Will it be possible for me to live in Kyoto University's apartment for faculty members?

A: It is possible, providing that there is a vacant apartment available at that time.

Q18: Can I take childcare leave? If I do, what will be the duration of my term?

A: It is possible to take childcare leave, but the period of the leave will not be added to the original duration of your term.

Q19: I took out a student loan from the Japan Student Service Organization. According to its rules, individuals who become schoolteachers or faculty members are exempted from repayment. If I am appointed as a Hakubi researcher, will I be exempted from repayment?

A: According to the rules of exemption, individuals engaged in a project like this are exempted from repayment, as they will be working as full-time researchers, although for a limited period of five years.

Q20: I have been appointed a researcher of PRESTO (Precursory Research for Embryonic Science and Technology) by the Japan Science and Technology Agency (JST). Can I serve concurrently as a Hakubi researcher?

A: Yes, you can if you follow requisite procedures and obtain permission from the Hakubi Center for Advanced Research, Kyoto University and JST.

Q21: Can I engage in educational activities? They may help my research activities.

A: If you feel that it is necessary to engage in these activities for your career, it is possible to do so upon consultation with your hosting research facility. However, keep in mind that your research is to take 60% or more of your working time; any other academic activities that you decide to partake in must be done in the remaining 40% of your working time.

[Affiliation]

Q22: What kind of organization is the Hakubi Center for Advanced Research, Kyoto University?

A: It is a campus-wide organization to support the development of visionary researchers who will play a leading role in the future global academic community. At the Hakubi Center for Advanced Research, Kyoto University, there is a Steering Committee, which makes decisions concerning the center's management and planning; and a Hakuraku Council, which screens applicants for the Hakubi Project. The Program Manager of the center will offer guidance and advice to researchers who are affiliated with the center (Hakubi researchers).

[Research Funds and Facilities]

Q23: What is the host research facility?

A: For the Hakubi Project, selected applicants will be affiliated with the Hakubi Center for Advanced Research, Kyoto University. However, their actual research activities shall in principle be conducted at the respective departments of Kyoto University. These departments are referred to as the host research facilities. Whether or not the host research facility has been agreed in advance does not affect the result in the screening process.

However, applicants are recommended to receive permissions from the host research facilities in advance, for a smooth start to the research after appointment.

Q24: To obtain permission from a host research facility, whom should I contact? What details should I give in my proposal in describing the host facility?

A: Although selected applicants will be affiliated with the Hakubi Center for Advanced Research, Kyoto University, their actual research activities shall be conducted at the respective host facilities on Kyoto University's campuses. You can contact individuals of any post (chair, professor, associate professor, etc.) at such facilities so long as they hold the authority to accept you at their facility. Regarding the description of the host facility, please specify the researchers' name(s) at the host facility, wherever possible, as well as the name of the facility.

Q25: Can I select a host facility outside Kyoto University?

A: No, you cannot. The host facility should be within Kyoto University.

Q26: In the screening, will it be a disadvantage that I have not obtained permission from any host facilities?

A: No, whether or not you have obtained permission does not affect your evaluation.

Q27: Can I specify more than one host facility?

A: Yes, you can. However, you are required to specify a main host facility when you are employed.

Q28: Can I change host facilities after being appointed?

A: Yes, you can.

Q29: Can I specify as host facility one that I can use for a limited period (such as research bases or departments established by competitive research funds)?

A: Yes, you can. However, you must find another host department, when that period ends.

Q30: Can I conduct research activities at an institution outside Japan?

A: Researchers of this project are allowed to conduct research activities at other institutions and facilities, including those outside Japan, if this is necessary for their research activities and excludes employment. However, Kyoto University should be the primary institution of their research activities, and other institutions/facilities shall be supplementary.

This is because, in order to foster visionary researchers who will play an essential role in the future global academic community, this project provides selected researchers with an open research environment, where they can dedicate themselves to research activities.

At the same time, the researchers will be appointed as faculty members of Kyoto University and will receive salaries from Kyoto University. Therefore, we hope that all researchers will be fully aware that they are faculty members of Kyoto University and conduct their research accordingly.

In addition, researchers are strongly encouraged to work in Japan for at least the first six months. Moreover, appointed researchers must participate in various regular events held by the Hakubi Center for Advanced Research, Kyoto University. Even if they stay outside Japan, as a general rule, they will be required to attend such regular events.

Q31: If I am appointed, will I be restricted from seeking financial support from competitive research funds?

A: It depends solely on the conditions of the competitive research fund. In principle, however, we encourage you to obtain such grants if this helps you to dedicate yourself to your research activities.

[Research Reports and Presentations]

Q32: If I am appointed, will I be evaluated during my term, or at the end of my term?

A: Researchers will not be evaluated in any form either during their terms or at the end of their terms. Researchers are, however, required to provide annual reports on their research activities, and give presentations on their research results at the end of their fixed terms.

[Screening Method]

Q33: Do applicants working at Kyoto University or who have graduated from the university have an advantage?

A: No, they don't.

Q34: If I have another important appointment at the time and date specified for an interview, will you reschedule the interview?

A: No, we hold interviews only on the specified time and date.

Q35: Since I don't live in Japan, will you arrange an interview via telephone or Skype?

A: No, we do not hold interviews via either telephone or Skype.

Q36: What language will be used in the interview conducted by the Hakuraku Council, and by the President of Kyoto University or other individuals of similar standing?

A: The applicant can choose either English or Japanese based on his/her preference (convenience) in the Hakuraku Council interview. However, as the Hakubi Project is an international program, interviewing in English might be partially applied in cases where the applicant chooses Japanese.

Q37: Is it possible to provide the travel expense for the secondary screening interview.

A: No, please provide your own travel expenses.

[Results of Screening]

Q38: How will you notify applicants of the results?

A: All applicants will be notified of their results by e-mail. Although the notification date is scheduled from the end of May through early June., we ask for your understanding that the date may change depending on the schedule of screening.

[Application Method]

Q39: I registered my information on the online registration form, but forgot to upload my proposal by the deadline of upload. Will I be evaluated?

A: No, you will not be evaluated. Not only the applicant's information registered on the online registration form, but also the uploaded proposal, is essential for the applicant to be evaluated. The registration form is available here:
http://www.hakubi.kyoto-u.ac.jp/form/form_en.php

Q40: Can I submit a book that I have written for your reference?

A: We do not accept any documents beside those specified in the Call for Applications.

Q41: If I find an error in a proposal that I have already uploaded, can I replace it with another form?

A: Re-uploading a corrected proposal is possible. Please note that the previously uploaded proposal will be deleted in that case.

Q42: If I find an error in the information in the registration form, can I correct it?

A: No, you cannot correct the registration form, but re-registering is possible. Where an applicant has registered more than two times, the most recent/final registration will be valid.

Q43: I have trouble selecting items for the Research Field in the Registration Form due to the operating system of my PC.

A: If something goes wrong with the application procedure, contact us via the e-mail address given as the Contact Information in the Call for Researcher Applications.

[Application Deadline]

Q44: Is the deadline set according to Japan time?

A: Yes.

Q45: Will you accept application forms after the deadline?

A: No, we will not accept any applications after the deadline.

[Submission of Proposals]

Q46: I understand that proposals should be uploaded. Can I send documents by postal mail?

A: We will only accept proposals by upload. If you send them by postal mail, your proposals will not be accepted.

Q47: I am serving at Kyoto University. Should I send application forms through my faculty?

A: No, please register your information and upload a proposal as specified in the Call for Applications without going through your faculty administrative section.

[Explanation Meeting for Open Application]

Q48: Do I have to attend an information meeting?

A: No, you are not required to. You can apply for the call without attending the meeting.

Q49: Prior registration is required in principle in order to attend the information meeting. Can I attend the meeting without prior registration?

A: Yes, you will be able to attend the meeting without prior registration, however we may have no space for seating for those who have not registered in advance.

[Contact Information]

Q50: Can I contact the university by phone?

A: No, you cannot. Please use the e-mail address provided. Do contact us well in advance of the deadline, as we are likely to receive many inquiries and may not be able to answer all the inquiries promptly.

After the application deadline, it will take about a week before we are able to inform you of the receipt by e-mail. During that week, please refrain from making inquiries as to whether or not we have received your application. Please do inquire, however, if you do not receive an e-mail from us after one week.

● **Regarding the Documents to Submit**

[Documents in General]

Q51: Do I have to sign or seal the documents?

A: No, you are not required to.

Q52: Do I have to use the specified format?

A: Yes. If you don't use the specified format, your documents will NOT be evaluated.

Q53: When you evaluate my documents at the primary and secondary screenings, will you print my documents in monochrome or color?

A: We will print them in color.

Q54: Which language should I use, English or Japanese?

A: You can use either.

Q55: Can I fill in the application form using a language other than English or Japanese?

A: No.

[Regarding the "Proposal for Kyoto University Hakubi Project" and "Guidelines for Preparing the Proposal"]

Q56: I am likely to receive a doctorate in March of this year. Can I provide this information in the box next to "Academic degree"?

A: Yes, please do so.

Q57: I am currently a post-doctoral fellow at the Japan Society for the Promotion of Science (JSPS). How should I describe my current position and affiliation?

A: For your affiliation, write the names of the affiliation / department where you are now working. As for your position, write “Post-doctoral fellow at the Japan Society for the Promotion of Science (JSPS).”

Q58: On the list of research fields, there are three or more research fields that are close to mine. How should I select my research fields?

A: Even if there are three or more research fields that are close to yours, you can only choose the two research fields that are the most and the next most appropriate.

Q59: In what way will you use the information of the “Research field” filled in the Proposal?

A: This is used to divide the application forms into similar groupings for the primary screening. The expert committee at the Hakubi Center for Advanced Research, Kyoto University examines the documents according to these groupings.

Q60: For the “Research Plan” in the “Proposal,” the directions say to “write about the purpose of your research, research plan & methods, research facilities, method of publication, previous achievements, etc.” Should I describe my “previous achievements” in the “Research Plan” differently from the information I provide in the “List of Academic Achievements” in the “Proposal”?

A: In the “List of Academic Achievements,” simply list the papers you have written. In the “Research Plan,” please describe in detail your academic accomplishments.