

2019 年度

酪農学園大学海外招聘研究者募集要項

**Application Guidelines for 2019**  
**Rakuno Gakuen University International Guest Researcher Program**



## Application Guidelines for 2019

### Rakuno Gakuen University International Guest Researcher Program

#### 1. Purpose

To promote international academic exchanges and facilitate the development of research and education, Rakuno Gakuen University invites guest researchers from our partnership institutions.

#### 2. Areas of Research

Applicants should select a research field available at our university.

[ <http://gra.rakuno.ac.jp/en/> ]

#### 3. Applicable universities and research institutions

Partnership institutions are listed as an attachment with which we have agreements of cooperation.

#### 4. Qualifications

(1) Applicants must be active researchers at the level of professor, associate professor, assistant professor or lecturer at the universities or institutions under the "agreement of cooperation", as listed in Section 3. An enriched academic experience is necessary. All applicants are required the consent of their host supervisor (laboratory or department) in our university concerning the joint research in advance.

(2) Applicants should have sufficient Japanese or English proficiency to facilitate everyday communication and life in Japan.

(3) Applicant must (are required to) make a presentation at a conference or publish a thesis of their research at our university within a year after finishing the (joint) research.

#### 5. Number of invited researchers

Two (2) to Five (5) persons.

#### 6. Period of visiting research

**Period: From April, 2019 to March, 2020 (Japanese Fiscal Year 2019).**

**Duration: 3 (three) to 12 (twelve) months.**

Note: In principle, changes in the research period or travel home will not be permitted once the applicant starts his or her research at our university. Exceptions may be made for humanitarian cases or official duties.

## 7. Stipend and expenses

(1) Living stipend: 100,000 yen per month.

(Fractions of a month will be paid on a per diem basis: 3,000 yen per day)

(2) Housing: Guest researchers will be provided with housing. Heat, light and water expenses and telephone charges must be paid by the individual users.

(3) Transportation expenses: Round-trip travel from the applicant's home country to Japan must be paid by the applicant.

## 8. Application procedures

(1) Application Deadline

**October 31, 2018**

(2) Documents required (If your documents are not in Japanese or English, you must send a full translation of each document in Japanese/English)

a) Guest Researcher Program Application Form (prescribed form): Research proposal, self-judgment of Japanese and English proficiency, etc.

b) Curriculum vitae (free form): Educational and professional history, list of works and publications, etc.

c) Recommendation letter from the director of the institution where the applicant is employed (free form)

d) Certification of health (prescribed form)

e) Agreement letter from the host supervisor (free form)

(3) Submission of application forms

Applicants must fill the documents a), b), c) and d) and send them by postal mail to Rakuno Gakuen University Extension Center. The document e) must be written and submitted by the host supervisor directly to Extension Center.

## 9. Selection procedure

The Committee of Extension Center selects candidates by evaluating research contents, research record and other aspects and then recommends the candidates to the University President, who gives official approval.

## 10. Notification of results

Result of the selection will be announced to all applicants by the end of December 2018.

## 11. Research report

(1) Before returning to their home country, guest researchers will be required to present the results of their research to the University.

(2) Guest researchers must submit a report of research results to the President of Rakuno Gakuen University through the Director of Extension Center.

## 12. Others

- (1) Guest researchers shall be requested to give occasional guest lectures in classes and seminars or to guide academic papers of students. In that case, recompense is paid to the guest researchers.
- (2) If guest researchers wish to accompany their family, prior approval is required. In such cases, a guest researcher must pay for the living and other expenses for their family. Housing may not be provided in such cases.
- (3) The period of visiting research and other thing may be changed due to unforeseen circumstances.

**Applications and any inquiries should be sent to:  
International Affairs Division (Attn: Ms. Yoko Yokokawa),  
Rakuno Gakuen University Extension Center  
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Phone: +81-11-388-4132, Fax: +81-11-387-2805  
E-mail: [yokokawa@rakuno.ac.jp](mailto:yokokawa@rakuno.ac.jp)**