

## Application Guideline for AY2023 the University of Aizu

### Vietnam Internship Program Alternative Program

- ※ Up to 6 students selected for this program will receive a grant from Komatsuzaki Co., Ltd. The grant will be paid after the students complete the program. (Maximum 45,000 yen/student, it will be determined based on the student's grades.)
- ※ Up to 6 Japanese students selected for this program will receive a scholarship from JASSO. The grant will be paid after the students complete the program. (Maximum 70,000 yen/student, it will be determined based on the student's grades and parents' income.)
- ※ This program which will be dispatched to Vietnam is provided based on a general agreement between the University of Aizu and FPT University, a private university in Vietnam.
- ※ The participants cannot get any credits through this program. After completing this program, the undergraduate students are able to be satisfied with one of the condition of a DESIGNATED TRAINING for completing the University of Aizu Innovation Start-up Education Program.

#### 1 Objective

This program focuses on ICT start-ups and the development of engineers to help students understand the importance of English and world-class technical skills in career development.

#### 2 Outline of the program

Through the program cooperated with FPT University, one of our partner universities, the participants will take ICT business classes in English and interact with other students in Vietnam. Furthermore, through a four-week internship at a local company, they will acquire the technical skills and communication skills for working in Vietnam.

#### 3 Training Contents

The students participating in this program will stay in Da Nang, Vietnam for five weeks and learn the following:

1. Learn ICT business knowledge in English with Vietnamese students. (FPT University)
2. Participate in an internship organized by a Vietnamese company that is collaborating with FPT University.
3. Learn Vietnamese culture. (FPT University)

#### 4 Number of applicants

Up to 6 students (1st to 4th year undergraduate students and 1st to 2nd year master students excluding students scheduled to graduate in September 2023.)

- International students are also eligible

·No credit recognition; the program will be conducted as an "DESIGNATED PROJECT" within the Innovation and Start-up Education Program.

·Minimum number of participants required is 3 people.

(One faculty member is scheduled to accompany the group for about 3 days in August)

## 5 Participation Period

From Aug 20 (Sun) departure from Aizu, 2023 to Sep 27 (Sat), 2023 arrival in Japan

5 weeks (Planned)

Minimum of three participants required for program to proceed.

※ After finishing the program, the participants shall submit the final reports and final presentation materials.

## 6 Schedule (Planned)

(1) Application Period: From April 21 (Fri), 2023 to May 15 (Mon), 2023, 13:20

(2) Explanatory Meeting: May 1 (Mon), 8 (Mon) 2023 17:00-17:30

(3) Document Screening: May 15 (Mon), 2023

(4) Interview: Jun 1 (Thu), 2023

(5) Notice of the successful students: June 7 (Wed), 2023

(6) Submission deadline of the Written Pledge: Jun 13 (Tue), 2023

(7) Deadline of Transferring fee: Early July, 2023

(8) Business Training: From Aug 21 (Mon), 2023 to Aug 25 (Fri), 2023 (Planned)

(9) Internship: From Aug 28 (Mon), 2023 to Sep 22 (Fri), 2023 (Planned)

## 7 Eligibility and Requirements

(1) Students at the undergraduate school or graduate school master course of UoA as of Oct. 2021 with excellent academic and research performance.

(2) Students who have an ability to communicate in English and English Proficiency score such as TOEFL, TOEIC, IETLS, or others.

(3) Students in good physical and mental health.

(4) Students who are willing to participate in the entire program and complete the program.

(5) Students who are willing to actively contribute the results of the training to international exchange activities at the University of Aizu and in the region.

(6) Students who are willing to respond to any requests for surveys or questionnaires regarding the training program in order to improve the training content.

(7) Students who will never divulge any confidential information of the internship company to a third party and are able to comply with the contract with the internship company to protect the intellectual property rights and other rights.

## 8 Tuition and support grant

**•Tuition fee & Accommodation fee: 1,350 US dollars/student (around 179,000 yen) excluding overseas remittance commission fee and travel costs**

• **Student subsidies (determined by academic performance)**

① **A subsidy of 45,000 yen from Komatsuzaki Co., Ltd. will be provided to a maximum of six students.**

② **A scholarship of 70,000 yen from the Japan Student Services Organization (JASSO) will be provided to a maximum of six Japanese students.** (In some cases, it may overlap with the scholarship provided in 1, depending on the selection process.)

※ Students who will be supported will only be paid the subsidies after the completion of the program has been confirmed. (Payment is scheduled to be made around November.)

- All participants need to pay the entire amount all at once.
- The participants shall pay the money directly to the FPT University, and the University of Aizu shall not be involved in or be responsible for the receipt of the money. Any matter such as cancellation shall be settled between FPT University and the students.
- Payment shall be made in two installments. Please note that there will be a conversion fee and a bank transfer fee.
- Make an international money transfer via Paypal. Please create a Paypal account in advance.
- If you do not have a credit card, please prepare a VISA vandle card or a VISA debit card as soon as possible after your acceptance. (Make sure you have enough money in your account to cover cashing and transfer fees.)

VISA Vandle Card <https://vandle.jp/>

VISA Debit Card

<https://www.japannetbank.co.jp/service/payment/cardless/>

## 9 Others

(1) Work related to this internship shall be unpaid.

(2) The intern must comply with the instructions and regulations of the training site during the internship period.

(3) The expected grant will be notified to the successful students. The grant will be paid after the completion if the student completes the program.

## 10 How to apply

Applicants must submit the following application documents to Promotion Office for Top Global University.(Research Quadrangles 1F room 123) (The deadline for submission is May 12, 2023, 13:20)

[Application documents] Please download from <https://u-aizu.ac.jp/sgu/>

- Application form
- Official Transcript

## 11 Screening and Notification of Results

Screening and notification of results will be conducted as follows.

- (1) Document screening will be conducted with reference to the application documents and the Official Transcripts. Applicants will be notified of the results after document screening.
- (2) The results of document screening will be notified to the applicants who pass the document screening.
- (3) Interview will be conducted for the applicants who pass the document screening.
- (4) The results of interview will be notified to the applicants who pass the document screening.  
(Potential participants will be decided.)

## 12 Cancellation of participation, suspension of the training, or return of the support grant.

If any of the following events occurs during the program, the participation or the training may be cancelled. In this case, training fees will not be refunded. (Training fees are incurred between FPT University and the participants, not between the University of Aizu and the participants.) In addition, the participants may be asked to return all or part of the support grant.

- (1) If any falsehood is found in the submitted documents
- (2) When the University of Aizu judges that the participant's physical or mental health condition disrupts the program.
- (3) The participant has been subjected to a disciplinary action by the University of Aizu or the internship company.
- (4) The participant has withdrawn from the University of Aizu.
- (5) The participant declines participation for his/her own reasons.

## 13 Contact

Promotion Office for Top Global University, room 123 on the 1st floor of the Research Quadrangles

Person in charge: Ms. Yashima

Office Hours: 9:30 a.m. to 5:15 p.m, Monday through Friday except holidays.

e-mail: [sgu-adm@u-aizu.ac.jp](mailto:sgu-adm@u-aizu.ac.jp)

Tel: 0242-37-2701 Fax: 0242-37-2766