

## **Guidelines for NIG Special Collaboration with Research Students 2017**

National Institute of Genetics (NIG) serves as a core institute of life science for promotion of collaboration among researchers and education of graduate students. NIG accepts a graduate student from another university as a “research student” in accordance with the following guidelines. A graduate student studying various aspect of genetics or related academic field will be a subject to this program. He/she will receive research guidance from NIG faculty on a specific research subject for a certain period of time upon request from a head of his/her home graduate school.

### **1. Number of Student to be accepted**

A few students will be accepted in each department/center.

### **2. Eligible Applicants**

A student who is enrolled in the master’s or doctoral course at a domestic/international university and studying genetics or related academic field is eligible to apply.

### **3. Advisor and Research Outline**

Please refer to the Research Outline. A supervisor of the applicant is required to consult with the prospective NIG host faculty (advisor) in advance.

### **4. Acceptance Period**

First Recruitment : From April 1<sup>st</sup>, 2017 through March 31<sup>st</sup>, 2018

Second Recruitment : From October 1<sup>st</sup>, 2017 through September 30<sup>th</sup>, 2018

As a general rule, acceptance period is one year or less, but it is extendable upon request.

However, students in the master’s course are not allowed to stay more than one year.

We accept consultation from an applicant wishing to apply for this program outside the above period.

### **5. Documents to be submitted**

○Application Form for Special Collaboration with Research Students (Form No. 1)

○Curriculum Vitae (to be filled out by the student) (Form No. 2)

### **6. Submission Deadline**

First Recruitment : Application must arrive no later than Friday, February 17<sup>th</sup>, 2017

Second Recruitment : Application must arrive no later than Friday, August 18<sup>th</sup>, 2017

### **7. Admission Decision**

Admission decision will be made by the Director-General of NIG and the result will be announced to a head of applicant’s home graduate school.

## 8. Fees

No fees (application fee, admission fee or tuition fee) shall be collected from a research student.

## 9. Termination of Research Guidance

After the end of the research guidance period, a certificate of completion will be issued to a research student and a completion notification letter will be sent to a head of his/her home graduate school.

## 10. Others

- (1) When PIs find it to be necessary, a research student may use NIG facilities after obtaining the approval of authority.
- (2) If a student wish to cancel the research guidance due to illness or other unavoidable reason, a head of his/her home graduate school must submit “Cancellation Request for Research Guidance for Research Student” (Form No. 3) to NIG Research Promotion Team.  
In this case, a certificate of completion will not be issued.
- (3) NIG does not offer any accident compensation insurance to students. Japanese student must purchase the following student insurance through their home university. Foreign students must to purchase accident compensation insurance in their own country.

[Reference] Japan Educational Exchanges and Services

Section in Charge	Zip Code	Address	Phone
Insurance/Compensation Section	153-8503	4-5-29 Komaba, Meguro-ku, Tokyo	03 (5454) 5275

- (4) NIG does not involve approval of credits, thesis examination and degree conferment of the graduate students who are accepted as “Research Student”. Those procedures must be done at their home graduate school.
- (5) Applicant’s personal information acquired from the application will be used solely for the purpose of selection and retained for a certain period in accordance with ROIS Document Management Regulations and then disposed responsibly.

## 11. Submission and Inquiries to :

Research Promotion Team, General Affairs and Project Section  
National Institute of Genetics,  
Research Organization of Information and Systems  
Yata 1111, Mishima, Shizuoka  
411-8540 JAPAN

Phone : +81-55-981-6728

E-mail : kyodo-mail@nig.ac.jp

**【List of Forms】**

- Research Outline (PDF)
- Application Form (Form No.1) (Word)
- Curriculum Vitae (Form No.2) (Word)
- Cancellation Request for Research Guidance for Research Student (Form.No.3) (Word)