

THE APPLICATION GUIDELINE

Infrastructure Management Program at Yokohama National University

(2023 October ~ 2025 September)

Yokohama National University, with a grant funded by the Government of Japan and administered by the World Bank under the Joint [Japan/World Bank Graduate Scholarship Program \(JJWBGSP\)](#), is now seeking prospective students for its inter-faculty Master's Degree Program in Infrastructure Management (IMP). The program, which will begin in October 2023, is specifically designed for training infrastructure policy planners from the [eligible countries](#) of JJWBGSP 2023.

The Interested applicants should **apply for admission** to the Graduate School of Urban Innovation (GSUI), Yokohama National University through the [online system](#) from **23th of December 2022 to 10th of March 2023***. After examining the qualification of applicants for admission, the GSUI Steering Committee will send the "Letter of Admission" to the successful applicants, who can apply for the **JJWPGSP scholarships 2023 [Window #2](#)** by the World Bank ("Scholarship Application") and several final passers will be accepted as IMP students and receive World Bank scholarships. Successful candidates will receive notification to that effect before the end of July 2023 at the latest from Yokohama National University.

In applying for admission to the program, applicants should note that the **IMP** is oriented to training government officials with present or future management responsibility and an academic background in the field of engineering. Women are encouraged to apply.

***) The deadline is subject to change. Early submission is recommended.**

ELIGIBILITY:

Please check your eligibility of JJWBGSP 2023 stated in [Application Guidelines](#). The following is the summary.

- Be a national of a Bank member country that is eligible to receive Bank financing and not be a national of any country that is not eligible to receive the Bank financing;
- Not hold dual citizenship of any developed country;
- Be in good health;
- Hold a Bachelor's degree or its equivalent with superior academic achievement earned more than three (3) years before the Scholarship Application Deadline;
- Be employed in a paid and fulltime position at the time of the Scholarship Application Deadline unless the applicant is from a country identified in the World Bank's "Harmonized List of Fragile Situations"; and
- Have, by the time of the Scholarship Application Deadline, at least three (3) years of recent fulltime paid professional experience acquired in development-related work after a Bachelor's Degree or its equivalent in the applicant's home country or in another developing country; If the applicant is from a country in the World Bank's list of Fragile and Conflict States. at the time of the Scholarship Application Deadline, the recent professional experience does not have to be fulltime or paid.
- Not be an Executive Director, his/her alternate, and/or staff of any type of appointment of the World Bank Group or a close relative of the aforementioned by blood or adoption with the term "close relative" defined as: Mother, Father, Sister, Half-sister, Brother, Half-brother, Son, Daughter, Aunt, Uncle, Niece, or Nephew.

※ Priority Consideration for admission will be given to applicants who:

- have a good academic potential to study IMP Master's Degree Program as stated below.
- are planning to return to the equivalent position (including the current one) in their home country after s/he completes the program.
- are recommended by appropriate government agencies and,
- submit Official English proficiency Test Scores (TOEFL/IELTS, etc).

It is strongly advised that successful candidates arrange for a leave of absence from their employer for the two-year period during which they are to participate in the program. This leave should assure their re-employment after completion of the program.

Because the entire program is carried out in English, applicants must provide evidence of a satisfactory level of **English competence**, either by enclosing the result of the official English proficiency examination or by proving that they have completed a university program conducted mainly in English. For English Proficiency Test Scores, only Original Official Certification issued by the Implementing Test Organs will be accepted instead of Photocopies and it must include your photograph.

Letters of reference or **recommendations** from two different people must be provided to support the application. One of these must be from a person who has supervised the applicant in a work situation and the other from a professor at the university from which the applicant graduated.

It is preferred that successful candidates arrange for a leave of absence from their employer for the two-year period during which they are to participate in the program. This leave should assure their re-employment after completion of the program.

PROGRAM OBJECTIVES

The Master's Degree Program in Infrastructure Management (**IMP**) at Yokohama National University (YNU) was established with a special fund from the Government of Japan, administered by the World Bank, for the purpose of training government officials from developing countries who have engineering backgrounds. The program focuses on such areas as economics, management, specialized engineering and law related to the development and management of infrastructure. In this changing global situation, when the government officials who are engaged in planning and implementing their nations' infrastructure development policies are to make decisions consistent with the welfare of the people of their countries, it is vital that those officials possess advanced knowledge of experience in management, technological fields and macro-economics.

The YNU program, which is specifically designed to meet the needs of students from developing countries under a scholarship program funded by the World Bank, offers lectures and laboratory work in the fields of engineering, economics, management and law. Students are also provided with the opportunity to learn practical Japanese, mathematics, computer techniques and other basic subjects. After the initial six months of schooling, students engage in **off-campus training programs** related to their area of study.

During the remainder of the two-year period, instruction and tutorial for individuals are given to students to help them consolidate their understanding of their courses and prepare a thesis, which is an essential requirement for the completion of the Master's Program.

The YNU program is organized and operated by an inter-faculty committee. The university committee consists of the Graduate School of Education, Graduate School of Engineering Science, Graduate School of Environment and Information Sciences, Graduate School of International Social Sciences, and Graduate School of Urban Innovation of Yokohama National University.

SCHOLARSHIPS

JJWBGSP scholarship provides a monthly allowance (most probably JPY170, 000 - JPY 200, 000) and a round-trip air ticket to Japan plus a travel allowance. The scholarship also covers tuition fees, the entrance examination fee, the admission fee, and the insurance. Applicants must have at least three years of practical experience involving responsibility for infrastructure development and must also intend to pursue a career in the field of development. [The scholarship benefits](#) are explained on the World Bank web page.

COURSES OFFERED IN THE PROGRAM

Preparatory Training Courses:

Specialized Curriculum Framework and Courses:

1. Infrastructure Planning and Management Courses

In this portion of the program, students will examine each area of infrastructure construction, concentrating on all aspects of the development process from the survey and planning stages through the management and operations stages. Particular focus will be placed on theories and techniques appropriate to the economic, political and social situations in each country.

2. Institutional Aspects of Infrastructure Management Courses

In this part of the Master's course, students will be exposed to the relationship between institutional, or "soft" infrastructure, and the effective construction and maintenance of "hard" infrastructure. The importance of markets, finance, government and law will be stressed, and methods of structure and reform will be examined.

3. Globalization and Communication Systems Courses

This portion of the program clarifies the relationship between the development of information networks and social and economic development. Students will consider the necessity of developing policy to create an information network infrastructure able to deal with the dual issues of rapid globalization and the spread of an information-based society.

4. Infrastructure Management for Sustainable Development Courses

Courses in this part of the program will focus on infrastructure management and environmental preservation, as well as the basic principles and concrete techniques of infrastructure planning, construction and management that make sustainable development a possibility. In particular, emphasis will be placed on techniques of dealing with issues related to economic development such as environmental conservation, population growth, diminishing resources and global warming.

5. Selective Related Specialized Courses

With consent of the faculty concerned, students can take related specialized courses that are offered by the Graduate School of Engineering Science, Graduate School of Urban Innovation, Graduate School of Environment and Information Sciences, and Graduate School of International Social Sciences. Students can take any number of courses but no more than ten units in these courses can be included for calculation of credits required for graduation.

Seminars and Field Excursions

Examples of Seminars: Disability and Development, Sustainable Forest Management, Basic Education, Peace Building, Governance & Legal System, Environmental Issues /Climate Change, Private Sector Development,

Examples of Field Excursions: Yokohama Bay, Nishiya Water Purification Plant, Metropolitan Area (Tokyo), Diet Building, Tohoku Area(Construction Site)

Practicum/Off-campus Training

Examples of Practicum/Internships: Disaster Risk Management, Road Administration, Civil Engineering (Infrastructure Development), Regional Development, Roads Management, Waste Disposal Management

Railways, Adaption to Climate Change, Information Technology, Transportation Planning, Health System Management, Water Supply System, Architecture

- (1) Students must participate in Practicum/Off-campus training. Practicum and Training program may be held in localities in Japan other than Yokohama. In such cases, the students must live in dormitories or other housing facilities for the duration of the training, which could take one to two months.
- (2) University courses, seminars, field trips, practicum courses are subject to possible change or cancellation due to unforeseeable circumstances.
- (3) Students are not allowed to accompany their family to Practicum/Off-campus training and field excursions. Students will be living apart from their family during these training programs.
- (4) This program sets many mandatory classes and specialized classes on weekdays. The students must follow the vigorous program focusing on their study during the week. Their physical presence in the campus is an absolute condition for completing the program.

ABOUT ACADEMIC ADVISER FOR IMP

Applicants can find the pool of Instructors who can accept IMP students from the each "Faculty" tab on this URL

<https://www.urban.ynu.ac.jp/english/department/index.html>

N.B. The professor who is preferred by a student as his/her first choice may not necessarily be his/her academic advisor.

**JOINT JAPAN/WORLD BANK GRADUATE SCHOLARSHIP PROGRAM
EMPLOYMENT POLICY FOR JJ/WBGSP SCHOLARS**

The Grant Agreement between the World Bank and the Government of Japan states:

"It is anticipated that scholars would return to their countries to apply their enhanced knowledge and skills towards helping accelerate the pace of economic and social development."

To maintain high levels of home return, it has been an established agreement between the Government of Japan (the sole Program donor) and the World Bank that JJ/WBGSP scholars are not entitled to seek employment of any kind at the World Bank or the International Monetary Fund (IMF) for three years after they finish their academic program.

The three-year employment restriction applies to the World Bank and IMF headquarters and field offices. This restriction covers regular staff appointments, short term consulting contracts, and all other types of employment during the three-year period.

APPLICATION PROCEDURE & REQUIRED DOCUMENTS

The deadline of web applications who request “Letter of Admission” of 2023-2025 program is **10 of March 2023***. Applicants must input and upload their information (such as copy of certificate, official transcripts, English proficiency Test Scores, study plan, name of recommenders) through on-line Web Application System as follows.

***) The deadline is subject to change. Early submission is recommended.**

1. Completed Application Form

The application form can be completed by entering each section through YNU Web Application System.

2. Official Transcript(s)

3. Certification(s) of Graduation or Copies of Diploma

A certification of Graduation or copy of diploma should be including the title of Bachelor.

4. English Proficiency Test Score (TOEFL / IELTS) / Certificate of English Proficiency

Because the entire program is carried out in English, applicants must provide evidence of a satisfactory level of **English competence**. If the applicants have completed a university program conducted mainly in English, submit a certificate of English proficiency sufficient to prove the fact that the medium of instruction has been English and that the applicants have successfully completed the program. The applicants may be asked to be interviewed by YNU academic staff via Skype, Zoom, Teams etc. primarily for the purpose of ascertaining their proficiency in English.

5. Research Plan

Applicant's **research plan** to be uploaded should be within 5 pages in A4 size PDF/Word file. Write an abstract in the first 1/3 portion of the first page. Describe in detail and with specifics - particularly concerning the ultimate goal(s) of your research at YNU. Applicant's academic background and research methodology should be included as well.

6. Names and contact information of Recommenders

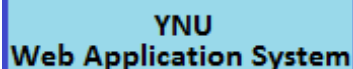
One of the **recommenders** must be a person who has supervised the applicant in a work situation and the other from a professor/academic staff at the university from which the applicant graduated. We will later ask the two recommenders to provide a recommendation letter for the applicant electronically. For this purpose, the recommenders must use official email addresses of the professional institutions they are affiliated with. We will not accept recommendation letters from private addresses such as Gmail or Yahoo!

If any forgery and false declaration are found in the application documents, the applicant will be subject to disciplinary action by YNU, which includes expulsion from the university, in which case the World Bank will be immediately notified and the student in question will lose all his/her scholarship entitlement, including the return airfare.

-Do not send any document by e-mail or fax.

-Do not contact YNU academic staffs for any question.

For the applicants, start applying to Infrastructure Management Program at the following YNU Web Application System.

A blue rectangular button with a thin blue border. Inside, the text "YNU" is centered in bold black font, and below it, "Web Application System" is centered in bold black font.

PROCESS TO ISSUE "LETTER OF ADMISSION"

"Letter of Admission" will be issued after examining applicants' academic potentials and the required qualification of JJWBGSP 2023. These accepted applicants will submit the package of application including "Letter of Admission" from YNU-IMP to [Window #2](#) for JJWBGSP 2023.

CORRESPONDENCE - " Please do not contact advisors for any questions. "

All correspondence should be addressed to:

Infrastructure Management Program, Graduate School of Urban Innovation

Yokohama National University; 79-5 Tokiwadai, Hodogaya-ku, Yokohama 240-8501, Japan

(Phone) +81-45-339-3604, (E-mail) [jwbimp \(at\) ynu.ac.jp](mailto:jwbimp@ynu.ac.jp)