**For Academic Supervisor**

The Project for Human Resource Development Scholarship (JDS) in Viet Nam

for Course 2024 - 2027

Enrollment in Fall Semester

**REFERENCE LETTER (for Doctoral Degree)**

This reference letter is to be completed by a faculty member of accepting university who will supervise the applicant for doctoral study. This should be written or typed clearly in English and sent to the JDS Project Office in Viet Nam at [jds.vietnam@jice.org](mailto:jds.vietnam@jice.org)  by the application deadline: March 11, 2024.

To the referee:

Please be noted that

1. Applicants are required to complete this program **within three years.**
2. JDS Project can accept **September/October enrollment only.**
3. Applicants are required to have published **at least one peer-reviewed article/ paper.**

\* The following applicants are included under the requirement:

1. an applicant who has published at least one peer-reviewed article/paper.
2. an applicant who has a prospect for publication of a peer-reviewed article/ paper.
3. an applicant who has a concrete plan to publish a peer-reviewed article in an academic journal in collaboration with his/her intended faculty supervisor.

In consideration of the above conditions, if you think the applicant is acceptable to your doctoral program, please fill in this reference letter and submit to the above-mentioned email address. **If not, please decline writing this letter** because the selection panel will deem the applicant with this letter a selectable candidate in terms of academic ability.

This is an integral part of an application form for the scholarship program provided by the Ministry of Education and Training of Viet Nam under the Grant Aid Program by the Government of Japan. Also, this is to enhance the leadership skills of public employee in Viet Nam so that they can contribute more effectively to their home country after completion of their respective studies. Your candid responses to the items below would greatly assist the selection.

\* If you issue the reference letter, please share it with your admissions office in advance and confirm if it is acceptable.

Full Name of the Applicant:

1. **How long have you known the applicant and in which context?**

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1. **How do you evaluate the applicant’s academic record and research outcomes in Master’s study? Do you think the applicant’s academic background is satisfactory to pursue the doctoral course? Please evaluate it with reference to the applicant’s academic attainments, Master thesis, and academic experience to publish articles in academic journals or presentations in academic conferences, etc.**

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1. **How do you evaluate the applicant’s research proposal for doctoral study? Please describe its originality and feasibility to carry out in three years as well as its relevance with development issues in Viet Nam.**

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1. **Has the applicant published or planned to publish at least one peer-reviewed article/ paper?**

Confirmed

|  |  |
| --- | --- |
| Title of Article/ Paper |  |
| Name of Journal |  |
| Date/Expected date of publication |  |

Please attach a copy of the Article / Paper to this Reference Letter.

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1. an applicant who has published at least one peer-reviewed article/paper
2. an applicant who has a prospect for publication of a peer-reviewed article/ paper.
3. an applicant who has a concrete plan to publish a peer-reviewed article in an academic journal in collaboration with his/her intended faculty supervisor.

\*\* In case of 1) above, please attach a copy of the Article / Paper to this Reference Letter.

\*\*\* In case of 2) and 3) above, please attach the plan to this Reference Letter.

\*\*\*\* If none of the above applies to the applicant, there is no need to submit this letter of recommendation.

1. **How are you going to supervise the applicant for doctoral study? Please describe your three-year supervising plan if any.**

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1. **How do you describe the applicant’s competence in decision/policy making and policy analysis/assessment?**

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1. **Please evaluate the applicant regarding the following items in comparison with other students: Please, tick (☒) one each.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Excellent | Good | Average | Below Average |
| Logical & Strategic Thinking Ability |  |  |  |  |
| Knowledge of Specialty Field |  |  |  |  |
| Motivation & Diligence |  |  |  |  |
| Research Potential for Future Contribution in Specialty Field |  |  |  |  |
| Leadership |  |  |  |  |
| Emotional Maturity |  |  |  |  |
| Communication Skill |  |  |  |  |
| Skill in Management Personal Relationship with Others |  |  |  |  |
| Adaptability to New Environment |  |  |  |  |

1. **How do you evaluate the applicant’s potentiality to obtain the doctor’s degree within three years? (Please tick (☒) one from below)**

Strongly recommended /  Somewhat recommended /  No opinion /  Not recommended

Comments:

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| --- | --- |
| Full Name of the Referee |  |
| Position/ Title |  |
| Name of Department / University |  |
| Phone No. |  |
| Email |  |
| Signature |  |

Date: (day) /(month) /(year)