

Application Guidelines for the 2017 Osaka Invitational Program for Short-Term Overseas Trainees in Architecture and Arts

Osaka Foundation of International Exchange (OFIX)

The 2017 Osaka Invitational Program for Short-Term Overseas Trainees in Architecture and Arts is now accepting applications. Funded by world-renowned architect and Osaka native, Mr. Tadao Ando, and companies who support the objectives of the program, this program is designed to invite students and young professionals in the fields of architecture and arts from countries and regions in Asia in order to help them foster a better understanding of Japanese culture as well as contribute to the development of architecture and arts in their home countries.

Applicants must submit all the required documents by post to be delivered to OFIX no later than Monday May 15, 2017. Additionally, please email the Application Form to OFIX by the above-mentioned deadline.

- 1 Program Period: Friday September 22 to Thursday October 19, 2017 (28 days)
- 2 Activities:
 - (1) Join practical training sessions at general construction companies in Osaka including visits to their construction sites
 - (2) Visit buildings designed by Mr. Tadao Ando and historically significant sites in the Kansai region
 - (3) Take part in the lectures and site visits related to urban planning and regulations hosted by Osaka Prefectural Government
 - (4) Attend an architecture workshop with students of Kindai University
 - (5) Participate in a homestay program offered by OFIX volunteer families
- 3 Hosting Organizations: Osaka Prefectural Government, general construction companies in Osaka, and Kindai University, etc
- 4 Language: English
- 5 Expenses: A round-trip economy class plane ticket, accommodation, living expenses and basic travel insurance are provided by OFIX (food expenses are not provided).

Note: Regarding the round-trip economy class plane ticket, as a general rule, OFIX provides a ticket from your home country to Osaka. Please contact OFIX for further information.

*Trainees are responsible for their own food expenses during the program.
- 6 Number of Trainees: Eight participants from countries and regions in Asia
- 7 Requirements: Applicants must meet all the requirements as follows:
 - (1) • Currently enrolled in, or a graduate of a graduate school program (Master's/PhD) majoring in architecture or related fields, or
• Holding a Bachelor's degree and also currently working in an architecture-related field
 - (2) Have a high level of English proficiency to discuss and write about topics related to architecture (TOEIC score of 800 or equivalent)
 - (3) Must not be over 35 years old at the time of deadline
 - (4) Must be of an Asian nationality and currently residing in Asia
(Except those who are living in Japan at the time of application or Japanese nationals)

8 Selection Process: Application documents will be evaluated by OFIX and the Selection Committee.

(1) Primary Screening by OFIX (mid-June)

Up to three applicants from each country or region, as well as up to three applicants from Osaka's friendship regions and states listed below will be selected based on their curricula vitae (CVs) and statements of purpose. Those selected will proceed to the second screening.

(2) Second Screening by the Selection Committee (late-June)

- From among the applicants who have passed the primary screening, the highest scoring applicants from each country or region as well as Osaka's friendship regions and states will be selected.
- First, the highest scoring applicant from each of Osaka's friendship regions and states will be selected as trainees.
- Next, the top scoring applicants from the other countries and regions will be ranked according to their scores. Those with the highest scores will be selected as trainees.

< Osaka's Friendship Regions and States >

China/ Shanghai, Jiangsu, Indonesia/ East Java, U.A.E/ Dubai, Vietnam/ Ho Chi Minh City

9 Notification of the Results:

(1) Announcement of Results

All applicants will be informed of the results of the selection in late-June by E-mail.

(Certificates of Acceptance will be sent to the selected trainees only.)

(2) Waiting List

The applicant with the highest score among those not chosen in the second screening will be put on a waiting list. If any one of the selected trainees declines to take part, or is unable to participate due to unforeseen circumstances, the applicant on the waiting list will take his or her place.

10 Required Documents:

(1) Application Form

- Statement of Purpose (300 words)
"What would you like to learn from this program?"
- Essay (500 words)
"What is the role(s) of architecture in the global era?"
- Design Works (Pictures / Drawings)
*** Please stick to the required word limit. In addition, please clearly indicate if and when you use other author's material or sources from the Internet.**

(2) Curriculum Vitae (CV)

(3) Copy of original certificate of graduation of highest educational attainment or original certificate of enrollment

(4) Original certificate of employment (only for those currently employed)

(5) Letter of recommendation from any one of the following institutions who can properly assess the achievements of the applicant

- Institutions or organizations related to architecture field
(By representative of institution or superior of the applicant, etc)
- University or other higher educational institutions (By former or present professor, etc)

• Public institutions or organizations recognized by OFIX

(*Each referee can only nominate one candidate for the program. If more than one candidate is recommended, the recommendation letters will be considered invalid, which will result in the disqualification of the applicant.)

(6) Copy of official score of English proficiency test (within the past two years)

(i.e TOEIC, TOEFL, IELTS... *academic transcript of English classes published by universities etc is not accepted.)

Note: Please contact OFIX for questions about the English proficiency certification.

11 Application Deadline:

Monday May 15, 2017 (must reach at OFIX by this date.)

Please follow the instructions below to submit required documents to OFIX by the deadline.

a: All the required documents must be sent to OFIX by post.

b: Additionally, the Application Form (both WORD and PDF formats) must also be sent to OFIX by E-mail.

*Applications with incomplete information/documents and applications received after the deadline will be considered invalid.

*Submitted application forms and documents will not be returned.

* Please contact OFIX for questions regarding application.

12 Submission • Contact Information:

Osaka Foundation of International Exchange (OFIX)

5th Floor, MyDome Osaka, 2-5 Honmachi-bashi, Chuo-ku, Osaka, 540-0029, Japan

Phone: (+81) 6-6966-2400 Fax: (+81) 6-6966-2401

E-mail: Andoprogram@ofix.or.jp

13 Others:

OFIX HP: <http://www.ofix.or.jp/english/index.html>

Application Information: <http://www.ofix.or.jp/english/training/aprogram/application.html>

Application Form: <http://www.ofix.or.jp/training/aprogram/pdf/2017application.docx>

ACADEMIC / EMPLOYMENT BACKGROUND

Answer all items. Write "N/A" for inapplicable items

1. Name (Must correspond to the passport name)			2. Country/ City			
Family Name _____	First Name _____	Middle _____				
3. Name of Company/ School		4. Current Position		5. Specialization		
6. Higher Education (University / College)						
Name of School	Period (Year/Month) to (Year/Month) / to / / to /		Major		Grade Year, Degree	
7. Work Experience in the Field of Architecture and Arts (Full Time)						
Name of Institution	Period (Year/Month) to (Year/Month) / to / / to /		Location		Position	
8. Skills / Interests			9. Activity / Scholarship / Awards/Grants			
10. Previous Stays in Japan		Period of Stay / Purpose / Year		Places / Cities You Visited		
11. Language Proficiency						
ENGLISH	(a) Period of Study		() hours/ per week		(b) Name of Language Institution	
	From (Year/Month) to (Year/Month) / to / / to /					
	(c) Proficiency (Check applicable item)				(d) Certification / Score	
	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor					

PRACTICAL TRAINING FORM

Trainee of this program will participate in practical training sessions at a major general construction company in Osaka. Please specify your interests in details for the practical training.

Goals & Objectives for the Company Training	
Particular issues you want to learn in the company training	1 2 3 4 5
Current Research Focus	1 2

DESIGN WORK (Portfolio – 1 page ONLY)

Name

Country

Description:

Year:

Pictures/Drawings – Do not exceed 1 page

STATEMENT OF PURPOSE (1 page ONLY)

Name

Country

<Thème>

“What would you like to learn from this program?”

Please write a Statement of Purpose based on the theme in 300 words or less

Essay (1 page ONLY)

Name

Country

<Theme>
"What is the role(s) of architecture in the global era?"

Please write an Essay based on the theme in 500 words or less.

**Osaka Invitational Program for Short-Term Overseas Trainees in Architecture and Arts
2017 Program Schedule**

No.	DATE	DAY	PROGRAM	COORDINATOR	ACCOMODATION
1	22-Sep	FRI	Arrival in Osaka / Orientation	OFIX	Hotel Near Kansai Airport
2	23-Sep	SAT	Ando Study Tour (Chikatsu Asuka Museum, Sayamaike Museum, Shiba Ryotaro Memorial Museum)		
3	24-Sep	SUN		Self Study	Hotel near Osaka Prefectural Government Sakishima Building
4	25-Sep	MON	AM: Courtesy Visit to Osaka Prefectural Government, Osaka Discussion PM: Training Program by Osaka Prefectural Government	Osaka Prefectural Government/OFIX	
5	26-Sep	TUE	Training Program by Osaka Prefectural Government		
6	27-Sep	WED	Ando Study Tour (Honpukuji, Awaji Yumebutai)	OFIX	Hotel in Awaji City
7	28-Sep	THU	Benesse Art Site (Benesse Art Site Naoshima)		Hotel in Osaka City
8	29-Sep	FRI	Architecture Workshop at Kindai University	Kindai University/OFIX	
9	30-Sep	SAT	Homestay Program		Homestay
10	1-Oct	SUN	Host Family Gathering		
11	2-Oct	MON	AM: Orientation for Host Companies	Host Companies/OFIX	Hotel in Osaka City
12	3-Oct	TUE	Practical Training Session	Host Companies	
13	4-Oct	WED			
14	5-Oct	THU			
15	6-Oct	FRI	Discussion Program	Mr. Nitschke Guenter/ Ms. Esther Tsoi	Hotel in Kyoto City
16	7-Oct	SAT	Kyoto Study Tour		
17	8-Oct	SUN		Self Study	Hotel in Osaka City
18	9-Oct	MON			
19	10-Oct	TUE	Practical Training Session	Host Companies	
20	11-Oct	WED			
21	12-Oct	THU			
22	13-Oct	FRI	AM: Practical Training Session PM: Courtesy Visit to Mr. Tadao Ando (tentative)	OFIX	
23	14-Oct	SAT		Self Study	
24	15-Oct	SUN			
25	16-Oct	MON	Practical Training Session	Host Companies	
26	17-Oct	TUE			
27	18-Oct	WED	AM: Preparation for Presentation (Hotel in Osaka City) PM: Closing Ceremony/ Farewell Reception (Hotel in Osaka City)	OFIX	Hotel near Kansai Airport
28	19-Oct	THU	Departure from Osaka		