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## Participant Selection Guidelines

### 1. Introduction

TYCA aims at creating a network of young Asian leaders. Students from Southeast Asian countries and from Japan will gather in Tokyo for a week from **19th - 26th December, 2015** and think about critical issues, such as world energy, disaster prevention, advanced solutions and more.

The local ASCOJA (ASEAN Council of Japan Alumni) office in each country will select 2 (two) students and 1 (one) advisor per country.

|           |   |
|-----------|---|
| Brunei    | <b>BAJA</b> (Brunei Association of Japan Alumni)                      |
| Indonesia | <b>PERSADA</b> (Perhimpunan Alumni Dari Jepang)                       |
| Malaysia  | <b>JAGAM</b> (Japan Graduates' Association of Malaysia)               |
| Singapore | <b>JUGAS</b> (Japanese University Graduates Association of Singapore) |
| Thailand  | <b>OJSAT</b> (Old Japan Students' Association)                        |

### 2. Selection of Students

#### 2.1 Conditions

- Students must be aged between 15 and 18 years old and must be enrolled as High School students at the time of the Camp (December 2015)
- Students must be able to communicate and write essays in English
- Students must be able to be in Tokyo from 19th December until 26th December, 2015

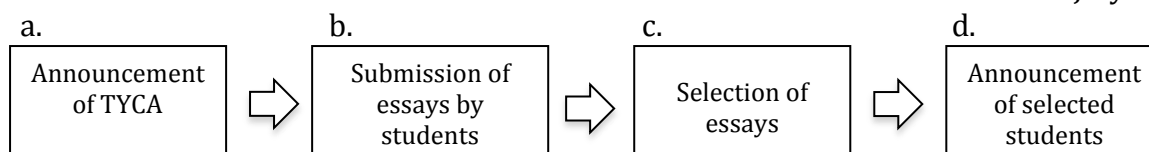
Desirable:

- Students who are highly interested in Japan (**Basic level of Japanese is preferable**)
- Students who have interest in promoting exchanges with other Asian countries

#### 2.2 Selection Process

The selection of students must take into account the above-mentioned conditions. Apart from that, students will submit an essay (Attachment 2), along with an Entry Form (Attachment 1). Both documents will be evaluated by the local Japan Alumni Association. The two essays with the highest scores will be selected.

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*a. Announcement of TYCA:*

The local Japan Alumni Association will announce the program using its local network of High Schools.

When doing so, it will send the following 3 documents to the schools.

It will also inform to the schools which e-mail address the students will send their application forms to.

1. Entry Form ([Attachment 1](#))
2. Essay Form ([Attachment 2](#))
3. TYCA Outline ([Attachment 3](#))
4. E-mail address

*b. Submission of essays:*

Students will be asked to send their essays by email to the local Japan Alumni Association office before the deadline: **31st August 2015**.

The local office will share the two selected essays with the Japan side.

Along with the essay, the applicants will also send an Entry Form.

Documents to be submitted by students:

1. Entry Form ([Attachment 1](#))
2. Essay Form ([Attachment 2](#))

*c. Selection:*

The local Japan Alumni Association will be in charge of selecting two students according to:

1. Conditions (Item 2.1 of this document)
2. Essay evaluation in terms of the following criteria:
  - Cohesion
  - Language & Style
  - Originality of Ideas

**\*\*Their essays must be reflecting strong commitment to learn during the program and to contribute their experience to the local community.**

*d. Announcement:*

The Japan Alumni Association will contact the selected students and keep in contact with them until they arrive in Japan. Along with the names, the association will send the entry forms and essays ([Attachment 1](#) and [Attachment 2](#)) of the selected students **to BeGood Cafe by 4<sup>th</sup> September 2015**.

## 2.3 Essay

Document: Attachment 2 - Essay Form  
Theme: The roles of my country and of Japan in future Asia  
Number of Words: Maximum of 1,000 words  
Language: English

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The essay must be sent to the email address provided by the local Japan Alumni Association.

### 3. Selection of Advisors

The local Japan Alumni Association office will select one advisor in each country. The selected advisor will also be invited to join the program. The selection of advisors should not take into consideration gender, race, religion or other attributes. However, the following conditions should be met:

- Interest in Japan
- Ability to speak English. Some level of Japanese is desired.
- Above 30 years old
- **The advisor must be the mentor and the role model to the participating students.**
- **The advisor must have strong commitment to participate in activities during and after the program.**  
(will prepare presentation on the last day of the program and organize experience talk within two months and report to BeGood Cafe)

### 4. Schedule

| Timeline/<br>Deadline                       | Particular   | Responsibility<br>(ASCOJA=Asean Council of Japan Alumni ,<br>BGC=BeGood Café) |
|---|--|---|
| June  | Announcement of selection process by the local Japan Alumni Associations                       | ASCOJA  |
| July and August                             | Recruiting participants Selecting advisor by local associations                                | ASCOJA  |
| 4 <sup>th</sup> September                   | Submission of the List and Entry Forms of the selected students and the advisor to BeGood Café | ASCOJA  |
| 15 <sup>th</sup> September                  | Submission of Passport of copies of participants   | ASCOJA  |
| Late September                              | Ticket purchasing  | BGC   |
| Late September                              | Visa Application (if needed)   | Participants and ASCOJA   |
| October                                     | Orientation session in each country for selected students and advisors                         | ASCOJA  |
| 19 <sup>th</sup> -26 <sup>th</sup> December | TYCA Camp in Tokyo, Japan  | BGC   |
| January and February                        | Experience talk and reporting  | Participants and ASCOJA   |

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## 5. Other issues

The Japan side would like to ask for the cooperation of ASCOJA on the following issues:

- Insurance arrangements
- Contact with selected students and advisors, as well as with the Japan side
- Orientation session in October 2015
- No later than 60 days after the completion of the program, participated country shall hold **experience talk** of the program and submit a Report to TIFO and BeGood Cafe.

## 6. Contact information

BeGood Cafe (NGO)

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