



22<sup>nd</sup> March 2015  
Toshiba International Foundation  
BeGood Cafe

To Whom It May Concern,

Toshiba Youth Club Asia (TYCA) Request for Participation

Toshiba International Foundation are pleased to present this letter for your consideration to participate in our program “Toshiba Youth Club Asia”.

“Toshiba Youth Club Asia” (TYCA) is a program that aims at creating a network of young Asian leaders who in the future will work towards building and strengthening peace and harmony.

On 23<sup>rd</sup> – 30<sup>th</sup> March 2015, TYCA VOL.1 was held in Japan and has achieved great success and it relies greatly on the commitment of all the staffs and participants.

TYCA VOL.2 is scheduled to be held from 19<sup>th</sup> – 26<sup>th</sup> December 2015 and we are pleased to request your country to be participated.

Please find the **Participant Selection Guidelines** following next pages.

Please let us know if you need any further information or have any questions or concerning this letter.

### **TYCA VOL.2 Outline**

Name: Toshiba Youth Club Asia  
Sponsor: Toshiba International Foundation  
Joint Sponsor: Toshiba Thai Foundation  
Collaborators: ASCOJA, ASJA International  
Production: BeGood Cafe (NGO)

Date: 19<sup>th</sup> – 26<sup>th</sup> December, 2015  
Venue: National Olympic Memorial Youth Center (Yoyogi Center), Tokyo, Japan  
Countries: Brunei, Indonesia, Malaysia, Singapore, Thailand and Japan

General Goals: 1. To raise young people’s interest and passion for Japan  
2. Encourage students to develop their information analysis and communication skills  
3. To create an Asian network of young leaders for Peace and Harmony.

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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

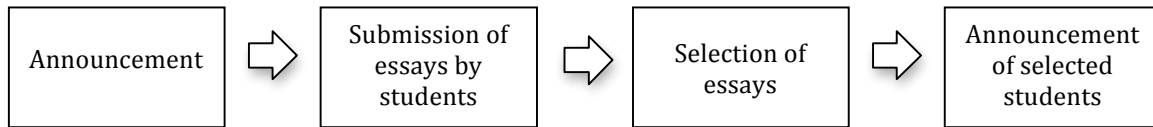
Desirable:

- Students who are highly interested in Japan
- 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, the 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:*

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 the following criteria:

1. Conditions (Item 2.1 of this document)
2. Essay evaluation in terms of Cohesion, Language&Style, and originality of ideas

*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.

## 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

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

### 3. Selection of Advisors

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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

### 4. Schedule

|                           |  |
|---------------------------|--|
| June                      | Announcement of selection process by the local Japan Alumni Associations |
| June - August             | Recruiting participants  |
| June - August             | Selecting advisor by local associations                                  |
| 31 <sup>st</sup> August   | Deadline for submission of essays by students                            |
| 1 <sup>st</sup> September | Announcement of selected students and advisor                            |
| October                   | Orientation session in each country for selected students and advisors   |

19<sup>th</sup>-26<sup>th</sup> December TYCA Camp in Tokyo, Japan

### 5. Other issues

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

- Tickets purchase
- 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 a briefing session of the program and submit to TIFO and BeGood Cafe a Report.

### 6. Contact information

BeGood Cafe (NGO)  
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