

**EDWIN O. REISCHAUER INSTITUTE OF JAPANESE STUDIES
HARVARD UNIVERSITY**

2019 Japan Undergraduate Summer Science Research Program

The Edwin O. Reischauer Institute of Japanese Studies (RIJS) provides opportunities for Harvard College students in life, physical/natural, engineering and applied sciences to conduct research in a leading science laboratory in Japan for at least 8 weeks. This is a **non-credit, independent science research internship** designed to prepare outstanding students for postgraduate fellowships, graduate/doctoral study, and post-baccalaureate research positions in the private sector. Applicants must be in good academic standing and return in the fall as full-time students. **Graduating seniors are ineligible to apply.**

Self-arranged Internships: Due to limited positions available, we invite students to arrange an internship in Japan on their own and apply to the Program for funding support only. Self-arranged internships must meet the minimum 8-week requirement. It is highly recommended that students who are looking to self-arrange their internships start the search process **as early as October/November**. While students can seek advice from various entities at Harvard, students who have successfully self-arranged in their internship in the past have taken the initiative and contacted the principal investigators at various Japanese research universities themselves.

Applicants who are placed into the Program will receive a grant package put together by the RIJS and the host institution, which includes round-trip discount airfare, housing accommodation, and a small subsidy for some meals. Maximum grant package value for an 8-week internship is \$5,000.

Early Decision: If this program is your first choice and you would **definitely accept** an offer, you may consider applying early. We offer this option to students who are ready to commit to the Program and would like early notification of their status. If accepted, you will be required to withdraw from all pending applications. This option is best suited for either students who have already secured a self-arranged internship and are seeking funding only, or students who have extensively consulted with Harvard science faculty and are committed to conducting research in Japan.

Application Process:

- 1) Apply using CARAT, Harvard's web-based application tool, at: <https://apps2.registrar.fas.harvard.edu/carat/>
After logging in with your Harvard credentials, select "**Reischauer Institute Japan Undergraduate Summer Science Research Program**" to start your application. The application requires:
 1. One letter of recommendation
 2. Application form
 3. Current one-page résumé
 4. Current unofficial transcript
- 2) If applying in the early decision round, please submit your completed application on CARAT by **Wednesday, December 5, 2018, 5PM**. If applying in the regular round, please submit your completed application on CARAT by **Monday, January 7, 2019, 5PM**.
- 3) Student who submit their application by the December deadline will receive a decision by January 15. Students who submit their applications by the January deadline will be considered for an interview, which will take place at

the beginning of spring semester. Following the interview, students will be notified of their tentative acceptance, pending actual placement, into the Program after Spring Recess.

- 4) Students who accept the offer in the early decision round must withdraw from all other applications. **Accepted students, both in early decision and regular rounds, have 1 week from the date of the notification to accept or decline the offer.**

Application Instructions:

- Application must be supported by **one letter of recommendation from either your concentration advisor or a faculty/instructor of a recent science course**. A strong recommendation letter will be written by someone who knows you well and can speak to your character and abilities to **conduct research abroad** with the principal investigator(s) you have identified on your application form. Letter of recommendation must be uploaded to CARAT by the recommender or his/her proxy.
- **Application form** is available on the RIJS website for download. Upon completion, applicants should print/save as a PDF file and upload the PDF to CARAT. **Do not upload the Word file.**
- Applicants who arrange their own internship **must negotiate housing and other work arrangements on their own**. Applicants able to make such arrangements must obtain a **letter of confirmation letter (PDF file ONLY) from their host** stating the following: (1) Duration of the internship (must be at least 8 weeks to qualify for funding), (2) Duties and expectations of the intern, and (3) Expenses to be covered by the host. It may be written in English or Japanese. Applicants, *not the host*, then should submit the letter to Jennie Kim (jennie_kim@harvard.edu). The letter can be submitted at a later time, separate from the main application; however, the **main application must be submitted by the December/January deadlines**. For December applicants, the confirmation letter must be submitted by 5PM on Friday, January 4, 2019 in order to be considered for RIJS funding. For January applicants, the confirmation letter must be submitted by 5PM on Friday, March 15, 2019.
- You must inform the RIJS if you receive any funding for the program after you submit this application.
- Any late, incomplete applications, or those that do not follow the instructions above, will not be considered.

EARLY DECISION APPLICATION DEADLINE: Wednesday, December 5, 2018, by 5:00 PM on CARAT.
REGULAR APPLICATION DEADLINE: Monday, January 7, 2019, by 5:00 PM on CARAT.

For more information about the application process, please contact the Program Coordinator: Jennie Kim (jennie_kim@harvard.edu).