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ROYAL GOVERNMENT OF BHUTAN
ROYAL CIVIL SERVICE COMMISSION



Excellence in Service

RCSC/HRD-A7.4/2019/

December 16, 2019

Long-Term Training Offer under JICA Knowledge Co-creation Program Funding

The Royal Civil Service Commission is pleased to announce the availability of scholarship (1 slot) for eligible Bhutanese to pursue Doctor's/Master's Degree in Japan under Government of Japan/JICA Knowledge Co-Creation Program (KCCP) funding for JFY 2020:

| Sl # | Field | Target Group | Remarks |
|------|--|---|---------|
| 1 | Agriculture Studies Networks for Food Security. The available courses are: <ul style="list-style-type: none">● Sustainable Agriculture: Rice Production● Sustainable Agriculture: Irrigation Development and Agricultural Mechanization● Food Value Chain: Food Processing | Relevant MOGs as per the superstructure | 1 slot |

Therefore, interested and eligible in-service candidates are encouraged to apply for the above scholarship.

A. Benefits of Scholarship

The successful candidates shall receive following benefits during training:

- Tuition Fees (including examination fees, entrance fees, course fees)
- Living Allowance
- Roundtrip Airfare (once)
- Outfit Allowance
- Moving Allowance (once)
- Research Support Allowances (Research Student if required)

B. General requirements

- Age: less than forty (40) years old in principle (as of April 1, 2020)
- Should have bachelor degree, Master's Degree (For Doctor's Degree)
- Eligible candidates must fulfill the in-service training criteria of the BCSR 2018 (unless specified otherwise in the Scholarship Criteria)
- Clean service record;



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- Adequate English skills both in written and oral communication:
 - TOEFL IBT: 80 or higher
 - TOEFL PBT: 550 or higher
 - IELTS (Academic Modules): 6.5 or higher

C. Documents required while applying

- **For short listing by the RCSC:**
 - LTT Nomination Application Form (Form 9/7)
 - Updated CV (Generated from CSIS)
 - Class XII: Copy of Certificate and transcript
 - Bachelor degree and Master's Degree (For Doctor's Degree): Copy of Certificate and transcript:
 1. Must contain all the grades earned in the University
 2. Officially Certified copies of the original
 3. Written in English or accompanied with English official translation
 - Performance Evaluation Ratings (IWP) and Moderation score for 2017-2018 and 2018-2019
 - LTT Review Checklist (Schedule 9/D)
 - Email address and mobile number
 - JICA KCCP Application Form [Click Here](#):
 1. Personal Information
 2. Education Background
 3. Work Experiences
 4. Consent for joining program from current employer/organization
 - Attachment of Application Form:
 1. Declaration of desired University placement (Each applicant can select up to two (2) universities according to his/her priority ([Click Here](#) for Declaration and [Click Here](#) for University List)
 2. Research Plan and Career Plan [Click Here](#)
 - Photocopy English Test (TOEFL/IELTS)
 - A copy of Passport with photo (for checking nationality, name, sex and date of birth)
 - 2 Passport-size photographs (4cmx 3cm)
 - Health Certificate (to be submitted later)



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D. Application procedure

- Interested applicant must submit the above documents to HRDD, RCSC after routing through respective working and parent agency within the given deadline.
- Agency and the candidate should ensure eligibility and relevance of the course and submit duly signed LTT review checklist
- Agencies should ensure NOC can be provided to candidates who get selected for the scholarship. If Agencies cannot provide NOC, they should not forward the application documents to the HRDD, RCSC
- Once shortlisted candidates are announced, respective agencies shall seek approval from HRC and inform RCSC on the decision.

E. Shortlist and Selection procedure

The short listing criteria shall be as per the BCSR 2018 (for civil servants) and alignment to the requirement of the donor agency.

F. Deadline related to scholarship

| Particulars | Deadline |
|--|-------------------|
| Scholarship submission to HRDD, RCSC (<i>should be routed through respective agencies</i>) | December 25, 2019 |

G. Important notes:

- Only those candidates who are committed to this scholarship or not planning for other scholarship in 2020 should apply. If the candidate withdraws after getting selected, he/she shall be liable for HR action;.
- Confirmation of scholarship and date of commencement of course shall depend on candidate fulfilling the admission criteria laid down by the respective universities for securing admission. Therefore, the candidates are advised not to make major changes to their home/office life (such as handing over of work, moving out of their house etc) until the confirmation of scholarship/admission is received from RCSC;
- Nominations received without the endorsement of the agency and with incomplete documents will not be accepted for the purpose of short listing.
- Agency should ensure that relevance of the course and only eligible candidates fulfilling requirements are forwarded to HRDD, RCSC on or before the deadline. In the event any discrepancies are found after the selection, respective agency shall be held accountable.



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- The scholarship application should be routed through the applicant's agency with the **complete sets of documents**.
- For future career progression to Specialist position, Master course should be aligned to Super Structure.
- Details of the scholarship [Click Here](#)

For any clarification or information, please contact Dezangmo and Dorji at 322491/322954/322956 (Ext. 117) during office hours or you can also email at dezangmo@rcsc.gov.bt or dorji@rcsc.gov.bt.