



EAST-WEST CENTER

ASIAN DEVELOPMENT BANK-  
GOVERNMENT OF JAPAN SCHOLARSHIP PROGRAM

FALL 2010  
APPLICATION INFORMATION AND INSTRUCTIONS

East-West Center  
Award Services Office  
Attn: ADB Scholarships  
John A. Burns Hall, Room 2066  
1601 East-West Road  
Honolulu, HI 96848-1601  
Telephone: 808-944-7738; Fax: 808-944-7730/7070  
[adbisp@eastwestcenter.org](mailto:adbisp@eastwestcenter.org)  
[www.eastwestcenter.org/studentprograms](http://www.eastwestcenter.org/studentprograms)

## Asian Development Bank Scholarship Program Overview

The Asian Development Bank–Government of Japan Scholarship Program provides support for graduate studies at the University of Hawai'i, and for participation in educational activities at the East-West Center.

Recipients of these highly competitive scholarships must be citizens of developing countries that are members of the Asian Development Bank (ADB) and have the equivalent of a four-year bachelor's degree and two full years of work experience. The ADB Scholarship is approved for study in architecture, business administration, economics, geography, law (LL.M. degree only), natural resources and environmental management, ocean and resources engineering, oceanography, Pacific Islands studies, public administration, sociology, tropical plant and soil science, and urban and regional planning. Participants may also pursue the specialized Japan-focused master of business administration (JEMBA). To determine eligibility, visit [www.adb.org](http://www.adb.org) for a list of current ADB member countries.

### The ASIAN DEVELOPMENT BANK – GOVERNMENT OF JAPAN SCHOLARSHIP PROGRAM

Fields of study funded by the ADB Scholarship:	Exams required for each field of study:
Architecture (ArchD)	TOEFL or IELTS
Business Administration (MBA)	TOEFL or IELTS and GMAT
Economics (MA, PhD)	TOEFL or IELTS and GRE
Geography (MA, PhD)	TOEFL or IELTS and GRE
Int'l Mgmt-School of Business (PhD)	TOEFL or IELTS and GMAT
Japan Focused MBA (JEMBA)	TOEFL or IELTS and GMAT
Law (*LLM Degree – a one-year course of study for foreign legal professional and law school graduates)	TOEFL or IELTS
Natural Resc. & Env. Mgmt. (MS, PhD)	TOEFL or IELTS and GRE
Ocean & Resource Eng. (MS, PhD)	TOEFL or IELTS and GRE
Oceanography (MS, PhD)	TOEFL or IELTS and GRE
Pacific Islands Studies (MA)	TOEFL or IELTS
Public Administration (MPA)	TOEFL or IELTS
Sociology (MA, PhD)	TOEFL or IELTS and GRE
Tropical Plant & Soil Science (MS, PhD)	TOEFL or IELTS and GRE
Urban & Regional Planning (MURP)	TOEFL or IELTS

Exam scores must be sent to the East-West Center, institution code #4868. For more specific information regarding these exams refer to the section, REQUIRED TESTS, that follows.

\*LL.M. Program applicants are to complete the LL.M. Program Application *instead* of the University of Hawai'i application (UH), and return this application with the ADB application. Request an LL.M. Program application from our office or print it out from the UH-Law School website at [www.hawaii.edu/law](http://www.hawaii.edu/law)

#### **Commencement of Study:**

The Fall 2010 semester begins early August 2010.

#### **Participation in East-West Center:**

ADB degree fellows are required to participate in the East-West Center's Student Program. As basic components of this program, degree fellows are expected to do the following:

- a) participate in the Wednesday Evening Seminar, Fall 2010 semester and Spring semester 2011;
- b) be involved in the EWC degree participant community;
- c) submit a monthly report during the first year to the Associate Dean, detailing participation in UH and EWC activities;
- d) participate in a community service activity for 90 hours during the award period; and
- e) complete the requirements for the East-West Center Leadership Certificate.

Refer to [www.eastwestcenter.org/studentprograms](http://www.eastwestcenter.org/studentprograms) for more information regarding these activities.

### **ADB Scholarship Provisions:**

The scholarship provides full tuition and fees at University of Hawai'i (UH), residence in an East-West Center dormitory, monthly stipend for food and incidental expenses, allowance for books and study materials, health insurance, and round trip airfare. The initial award is for one year with the possibility of extension to a maximum of two years, contingent upon satisfactory academic progress.

ADB Scholarship recipients are not eligible for Post-Completion Academic Training (PCAT) upon completion of their degree programs. ADB Scholarship recipients are required to return to their home country immediately upon program completion to share and apply the knowledge and experience gained during their ADB Program at the East-West Center.

### **Policy on Spouses and Dependents:**

ADB fellows are required to come to Honolulu alone for the first semester of the award to become acquainted with the Center, the University of Hawai'i, and the Honolulu community before arranging to have their families join them from abroad. This is non-negotiable.

The East-West Center Fellowships and Asian Development Bank Scholarships programs involve more than simply financial aid. They also require a significant time commitment beyond full-time graduate course requirements in the evenings and on weekends. For this reason, as a condition for the scholarship, recipients must come alone for the first semester in order to demonstrate their ability to fulfill all the scholarship program requirements as well as maintain strong academic standing at the university. After the first semester, student fellows who have shown that they can manage *both* their fellowship commitments and graduate courses with strong academic standing may request visa sponsorship for a family member to join them. U.S. policy also requires that they demonstrate eligibility for J-2 visa sponsorship by providing documentation of sufficient financial resources beyond the scholarship to cover living and health insurance costs for each family member who comes.

The ADB Scholarship does not provide support for spouses and dependents of ADB degree fellows except as specified below. No additional stipend payment or travel allowance is made on the basis of marital status and the amount received will not adequately support a family. ADB fellows who plan eventually to bring their families should be fully aware of the high cost of living in Honolulu, the limited availability and high cost of off-campus housing, and especially the challenge in finding employment opportunities for spouses.

The Center provides limited assistance in the following ways:

- During the period of the fellowship, the Center may provide dormitory space for the spouse by providing a double room beginning the second semester of the award.
- If an ADB fellow is joined by dependent children below the age of 18, the family must reside off-campus as the Center's residence halls are not allowed to house minors. Beginning the second semester of the award, the degree fellow living off-campus with family is eligible for an off-campus housing allowance equivalent to the rate of the double room in the East-West Center residence hall.
- The degree fellow is responsible for all other costs for the spouse and children.

### **PROCEDURES FOR COMPLETING AND SUBMITTING THE ADB SCHOLARSHIP APPLICATION FORM:**

**NO APPLICATION FEE is required to apply for the ADB Scholarship.** Complete the ADB application and UH application and mail along with the required supporting documents to the East-West Center ADB Scholarship Office at the following address to be postmarked no later than November 1, 2009. (LL.M. applicants use the LL.M. Program application instead of the UH application).

Mail to: East-West Center

Award Services Office/ATTN: ADB Scholarships

1601 East-West Road, JAB 2066  
Honolulu, HI 96848-1601 USA

Please note: Send all applications and supporting documents to the East-West Center. Do not send any applications or supporting documents to the University of Hawai'i. The November 1 postmark deadline for the ADB Scholarship application cannot be extended. Applications with a postmark after November 1 will not be accepted.

### COMPLETING THE ADB SCHOLARSHIP APPLICATION FORM:

Please write or print clearly. The numbers below correspond to the numbers noted on the application form:

1. **Type of application:** Indicate whether or not you have previously applied for an Asian Development Bank-Government of Japan Graduate Degree Scholarship. If you have applied previously, indicate the year of your last ADB application.
2. **East-West Center Graduate Degree Fellowship consideration:** The East-West Center Graduate Degree Fellowship program provides a limited number of scholarships for students to pursue either a Master's or PhD degree at the University of Hawai'i. Visit [www.eastwestcenter.org](http://www.eastwestcenter.org) Student Programs, for additional information.

EWC degree fellows need to prepare for additional living expenses for food and other personal expenses beyond the scholarship, estimated at \$400.00 per month, or \$4,800 per year. In addition, applicants need to budget for round-trip airfare. The East-West Center Graduate Degree Fellowship is limited to specific countries in the Asia and Pacific Region and is not applicable to the following ADB member countries: Armenia, Azerbaijan, Georgia, Kazakhstan, Kyrgyz Republic, Tajikistan, Turkmenistan, and Uzbekistan. Some restrictions may apply to applicants from Burma.

ADB applicants from Nepal who wish to be considered for the EWC Graduate Degree Fellowship, must apply initially to the Fulbright Office. The announcement for the application is in February. The application distribution deadline, and the application submission deadline, will both be in March. Please refer to the Fulbright website for updated information about these important dates.

The Commission for Educational Exchange Between the United States and Nepal (Fulbright Commission)  
P.O. Box 380, Gayneswor, Kathmandu, Nepal  
Phone: +077 1-44447779, 4444780; Fax: +977 1 4410881  
email: [fulbcomm@fulbrightnepal.org.np](mailto:fulbcomm@fulbrightnepal.org.np)  
website: [www.fulbrightnepal.org.np](http://www.fulbrightnepal.org.np)

Note: Biographical Data are collected as part of record-keeping requirements and have no bearing on the selection process.

3. **Name:** Be sure to use your full name (as it appears on your passport) and indicate any alternate or "nicknames" that might appear on official documents. This is important for visa purposes.
4. **Gender:** Check the appropriate answer.
5. **Current or local mailing address:** Please note the address where we can reach you during the application and review phase.
6. **Address validity:** Please note the last day you will be at your current address. This will help us to reach you in a timely way at the appropriate address.
7. **Permanent address:** Note a permanent address where you can receive mail once your current or local address is no longer valid. If your permanent address is your current address, write "same as above."

8. **Visa status:** If you are currently living in the US, please indicate the type of visa you currently have.
9. **Birthdate:** Note the sequence for your birth date: month/day/year
10. **Birthplace:** Note city/province/country where you were born.
11. **Country of citizenship:** Note your country of citizenship. If you have dual citizenship, note both countries.
12. **Country of permanent residence:** Note your country of permanent residence if different from your country of citizenship.
13. **Office, home, cell (mobile) and fax numbers:** Please note any and all of the contact numbers where we will be able to reach you during the application phase.
14. **E-mail address:** Print or type your email address clearly and completely if you have one.
15. **EWC Scholarship:** If you have received an EWC Scholarship before please list the date and type of award.
16. **EWC participation:** If you have participated in an EWC program (seminar, conference, training session), please let us know the program and date of your participation.
17. **College/university enrollment:** Beginning with your current or most recent college/university experience, list the universities where you have been enrolled as a student.
18. **Current activity:** Please indicate if you are currently a student (noting where) or if you are currently employed (noting the nature of your work).
19. **Letters of Reference:** List the names and titles of the individuals you asked to provide letters of Recommendation
20. **Test /Examinations:** Consult the section under "REQUIRED TESTS." Indicate the date you are scheduled to take test(s). Please request your test scores to be sent to the East-West Center, institution code #4868. Request IELTS scores to be sent to the EWC address listed above. All applicants are urged to take the test(s) as soon as possible to provide sufficient time to complete this requirement. Please be aware that scores from tests taken after December 15, 2009 may not be received in time for the Center's preliminary consideration of your application.
21. **Language Study and other institutions:** ADB scholarship applicants are required to be proficient in English. Please list other languages of interest to you.
22. **Other Institutions:** Indicate if you are applying to any other institutions.
23. **University of Hawai'i Field(s) of Study:** Consult the first page of the ADB Application Instructions for degrees and fields of study for which ADB provides funding at the University of Hawai'i. Indicate the degree and field of study you wish to pursue. If you wish to apply to two fields of study, you must complete a separate ADB and UH application for each program and provide a complete set of transcripts for each application. Note: If admitted to both fields of study and selected for an ADB Scholarship only one field of study will be funded. Please note: Neither ADB nor the University of Hawai'i Graduate Division permits application for a degree that would duplicate an already completed degree even though there may be some slight variation in the curriculum and requirements between the

completed degree and the UH Program.

24. **Independent UH Admission:** Applicants desiring admission to the University of Hawai'i, even if they do not receive an ADB Scholarship, must apply for independent UH consideration. To do this, check "yes" on the second page of the ADB application form, and include the UH application credit card form, or a check or money order made payable in the amount of the application fee, to the University of Hawai'i. A copy of an application received requesting independent consideration and the required application fee will automatically be forwarded to the University. The decision for independent consideration at the University of Hawai'i must be made at the time the ADB application is submitted. An ADB application with a request for independent consideration but received without the required application fee will not be forwarded to the University of Hawai'i for independent consideration. You may also apply directly to the University for independent consideration, if you prefer.

For those who wish to pay the application fee by credit card the University of Hawai'i application credit card form can be found at [www.hawaii.edu/graduatedivision](http://www.hawaii.edu/graduatedivision) Forms and Manuals, Admissions / Readmissions, General Information Application Fee Credit Card Payment Form page A-2. Only applicants who request independent consideration are required to submit the fee.

If an ADB applicant that has requested independent consideration has been notified their application is no longer being considered for an ADB Scholarship, all correspondence related to the application should then be directed to the University of Hawai'i Graduate Division at the following address:

University of Hawai'i  
Graduate Division Admissions Office  
2540 Maile Way, Spalding Hall 354  
Honolulu, Hawai'i 96822 USA

25-28. Provide the requested information.

29. If you checked #2 on page 1 of the ADB application, indicating you wish to be considered for an EWC Graduate Degree Fellowship also, please indicate how you learned about the EWC Graduate Degree Fellowship. Check all that apply.

Remember to sign the application.

## **SUPPORTING DOCUMENTS**

A single set of supporting documents is sufficient for an ADB Scholarship application. However, if you are applying for more than one area of study, please provide a complete set of supporting documents, and an ADB and UH application for each area of study.

### Letters of Reference:

Three letters of reference are required. Please use the forms provided. (EWC requires that one Letter of Reference be specific to community service.)

### Long Range Goals and Objectives essay:

An essay where you discuss your long range goals and objectives as you pursue your degree, stating their relevance to ADB Strategic Development Objectives in your country.

### Biographical essay:

A biographical essay that discusses your background and the reasons you are pursuing graduate study.

### Preparedness essay:

A personal comment on how prepared you are for an inter-cultural living experience.

East-West Center essay:

Prepare this essay only if you want to be considered for the East-West Center Graduate Degree Fellowship.

Please refer to the Essay Instructions for additional information on the required essays.

Curriculum vita:

A curriculum vita (résumé).

Writing Sample:

A sample of written work is required for some areas of study funded by ADB. Refer to the graduate department website to which you are applying to check if a writing sample is required and for specific information about the writing sample.

Transcripts:

One (1) official set of transcripts is required from each college or university where credits and grades have been earned. The recording of grades of one university on the transcript of another university does not meet this requirement.

Non-English transcripts or academic records must be issued in the original language and be accompanied by English translations. English translations must be exact word for word translations of the original document. Translations issued by the institution must bear the official seal or stamp of the institution and be attached to the official transcript or academic record. Translations prepared by professional translators must bear the translator's original signature and be accompanied by a copy of the original language documents.

Applicants from Vietnam must send transcripts with the official red Dai Hoc stamp for universities, or the official red Hoc Vien stamp for institutes.

Transcripts or academic records must indicate all dates of attendance, course titles, credits or hours, and grades received. If any course title is not descriptive in terms of content, attach a course syllabus to the transcript or academic record. An official degree certificate must be submitted with the transcripts if the date of graduation and the degree awarded is not clearly stated on the transcripts.

Do not convert numerical grades to letter grades. A complete grading scale or system of evaluation sent by the institution is required if not indicated on the transcript or academic record.

Transcripts or academic records must indicate any degree, diploma, professional title, certificate of study or other academic credential received. If not, submit copies and English translations of all academic credentials bearing official verification.

All documents must be received by the East-West Center in sealed official envelopes of the issuing institution.

Applicants from institutions in Bangladesh, India, Burma, Nepal and Pakistan must submit properly attested mark sheets for each year of study showing the subject included in each examination, the maximum mark in each subject, the minimum mark for passing, the mark obtained, and the "Division" or "Class" received. All academic records are accepted bearing official verification by the registrar, assistant registrar, head of department, dean of student affairs, controller of examinations, USEFI student advisor, professor-in-charge, or principal.

Applicants from institutions in the Russian Federation and former Soviet Union must request transcripts and degree certificates in native language, academic certificates, supplements to the diploma, and archival certificates, to be sent directly from the issuing institution to the East-West Center, Attn: ADB.

Copies or faxes of transcripts are considered unofficial and do not meet ADB application requirements.

**REQUIRED TESTS**

Test results from either the TOEFL or the IELTS exam are required of all ADB applicants in order to be eligible to apply for the ADB Scholarship. This is non-negotiable.

**Test of English as a Foreign Language (TOEFL):**

The East-West Center/ADB minimum score requirement for the TOEFL exam is: 550 for the Paper-based TOEFL exam, 213 for the Computer based TOEFL exam, and 79-80 for an Internet-based TOEFL exam, unless a higher score is required by the field of study. Results must be from a test taken within the last two years.

The Education Testing Service at P.O. Box 6151, Princeton, New Jersey 08541-6151, USA. provides information on registering for the TOEFL examination. Website: [www.ets.org/toefl](http://www.ets.org/toefl)

Official test score reports must be issued directly from the Educational Testing Service (ETS) to the East-West Center (Code No. 4868).

**International English Language Testing System (IELTS):**

The East-West Center/ADB minimum score requirement for the IELTS exam is 6.00. Results must be from a test taken within the last two years.

Applicants should contact the nearest British Council/Embassy/Consulate or IDP Education Australia Office in their country for the nearest testing center. It is advised that you also check the IELTS web page for information on testing centers. Website: [www.ielts.org](http://www.ielts.org)

Official IELTS test score reports must be issued directly from the IELTS Test Center and sent to:

East-West Center  
Award Services Office/ATTN: ADB Scholarships  
1601 East-West Road, JAB 2066  
Honolulu, HI 96848-1601 USA

For both the TOEFL and IELTS test results, copies, faxes, or student copies of scores reports, are considered unofficial and do not meet ADB, EWC, or UH requirements.

**OTHER TESTS**

The following two tests are not required by the East-West Center; however, if the applicant's UH field of study requires the test scores, an official score report must be submitted to the East-West Center (Code No. 4868) and the results will be made available along with the application, to the requiring UH department.

**Graduate Record Examination (GRE):**

Refer to the UH website or graduate department for requirements specific to each field of study. If the GRE is required for a particular field of study, the official score report must be issued directly from the Educational Testing Service to the East-West Center (Code No. 4868). The East-West Center should receive an official GRE score no later than January 15, 2010 so that it will not delay the application process.

Information on registration for the GRE and related exams may be obtained by writing to the Educational Testing Service, P.O. Box 6000, Princeton, New Jersey 08541-6000 USA. Website: [www.gre.org](http://www.gre.org),  
Email: [gre-info@ets.org](mailto:gre-info@ets.org)

**Graduate Management Admission Test (GMAT):**

The GMAT is a University of Hawai'i requirement for all Business Administration and International Management applicants.

To obtain information on registering for this examination, write to the Graduate Management Admission Council. Website: [www.mba.com](http://www.mba.com) The official score report should be sent to the East-West Center no later than January 15, 2010. (Code No. 4868 for Int'l Mgmt) (Code No. 4HF-DD-47 for MBA). Applicants are urged to take the required tests as early as possible, to provide sufficient time to complete this requirement.

**Independent UHM Admission:**

As indicated in No. 25 under the section COMPLETING THE ADB SCHOLARSHIP APPLICATION FORM, the application fee for independent UHM admission is \$60.00 US per application.

Applicants desiring admission to the University of Hawai`i at Manoa regardless of whether they receive an ADB Scholarship must request independent consideration for UH admission. Please check "yes" at No. 2 on the second page of the ADB application form to ensure that your application is forwarded to the University. Be sure to attach the application fee to your UH application. (Note: you pay the UH application fee only if you are seeking independent consideration. Refer to [www.hawaii.edu/graduate/](http://www.hawaii.edu/graduate/) Forms and Manuals, Admissions / Readmissions, General Information Application Fee Credit Card Payment Form page A-2, for the current application fee and the Application Fee Credit Card Payment Form.) Submit the payment form and payment with the ADB and UH applications.

If the applicant seeking independent consideration is not awarded an ADB Scholarship, and has received notification of this, the applicant will, from that point on, correspond directly with UH admissions at the following address:

University of Hawai`i  
Graduate Division Admissions Office  
2540 Maile Way, Spalding Hall 354  
Honolulu, Hawai`i 96822, USA

**SUMMARY OF THE REVIEW PROCESS:**

- 1) In mid-January, ADB applications that are complete, where all the required documents have been received, will go through a preliminary review at the East-West Center to be certain ADB requirements have been met.
- 2) The applications that meet the ADB requirements and that are most relevant to the ADB selection criteria, will then be reviewed by the University of Hawai`i Graduate Division to determine if the applications have met the minimum University of Hawai`i admission requirements.
- 3) The applications that meet the minimum University of Hawai`i admission requirements are then reviewed by the Department of Study, as selected by the applicant.
- 4) The applications approved by the Department of Study are returned to the East-West Center for the semi-final review.
- 5) The applications recommended by the East-West Center semi-final review will then be forwarded to ADB for their final review.
- 6) ADB will make a final decision for the award of scholarships sometime in April 2010.

**Correspondence:**

Please send correspondence and all ADB Application documents to:

East-West Center  
Award Services Office/ATTN: ADB Scholarships  
1601 East-West Road, JAB 2066  
Honolulu, HI 96848-1601 USA

Telephone number: (808) 944-7738

Fax number: (808) 944-7730/7070 (please do not send application forms and supporting documents by fax)

Email: [adbjsp@eastwestcenter.org](mailto:adbjsp@eastwestcenter.org)

**Please review the Asian Development Bank-Government of Japan Graduate Degree Scholarship Application Checklist before you mail in your applications.**