

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

**2020 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.

Based on your research interests and skills, the program will try to find and match you to an appropriate laboratory in Japan. Prior to submitting your application, please review the principal investigators (PIs) and their projects at these institutions. **Please do not contact the PIs directly yourself.**

- [Hiroshima University](#)
- [Okinawa Institute of Science and Technology](#)
- [RIKEN Center for Advanced Intelligence Project](#)
- [RIKEN Center for Brain Science](#)
- [RIKEN Center for Integrative Medical Sciences](#)
- [Tokyo Institute of Technology](#)
- [Tsukuba University International Institute for Integrative Sleep Medicine](#)
- [University of Tokyo International Research Center for Neurointelligence](#)

*\*Once applicants have identified the PIs whom they want to work with, please contact Professor Takao Hensch ([hensch@mcb.harvard.edu](mailto:hensch@mcb.harvard.edu) and copy his assistant, Ms. Giselle Grenier, [giselle\\_grenier@harvard.edu](mailto:giselle_grenier@harvard.edu); for all science students) or Professor John Doyle ([doyle@physics.harvard.edu](mailto:doyle@physics.harvard.edu); for students in physical sciences only) to express their interest in the Program. If applicants are unable to find a PI/project that interests them from this list, Professors Hensch and Doyle will be able to suggest a PI/project outside of this list.*

**Self-arranged Track:** 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 possible in 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.

There is no separate application for funding. Applicants who are placed into the Program will receive a grant package put together by the RIJS and the host institution, which covers round-trip discount airfare, housing, and modest meals for the research duration. Maximum grant package value for an 8-week research 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. **If you are applying to be placed at Tokyo Institute of Technology, you should apply in this round.**

## Application Process:

- 1) Apply using CARAT, Harvard's online application system: <https://carat.fas.harvard.edu/>  
After logging in with your Harvard credentials, select **“Reischauer Institute Japan Undergraduate Summer Science Research Program”** to start your application. The application requires:
  1. CARAT application
  2. One letter of recommendation
  3. RIJS application form
  4. Current one-page résumé
  5. Current unofficial transcript
  6. Confirmation letter from the host organization (*only for self-arranged internships*)
- 2) If applying in the early decision round, please submit your completed application on CARAT by **Wednesday, December 4, 2019, 5PM**. If applying in the regular round, please submit your completed application on CARAT by **Monday, January 6, 2020, 5PM**.
- 3) Student who submit their application by the December deadline will receive a decision by January 31. **Students who accept the offer in the early decision round must withdraw from all other applications.**
- 4) 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, successful applicants will be notified of their tentative placements and be nominated to host institutions for further evaluation, prior to the start of Spring Recess. Most host institutions will conclude their evaluations by the end of March, and on a rolling basis, successful applicants will receive an offer letter and be admitted to the Program. **Admitted 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:

- Because of the nature of our Program, we do not expect the applicants to fill out “Project Description” and “Budget” portions of the CARAT application exactly. **For the “Budget” portion, however, applicants are expected to carefully research and estimate the costs from various online search engines** (e.g. Google flights, travel expense calculators, etc.) **for an 8-week research at the institution the applicant is most interested in.** There is no penalty for entering incorrect information, but **the committee is interested in knowing applicants’ travel budgeting skills, as well as their ability to research on traveling to Japan.** For the “Project Description” portion, applicants can fill out as much as they can and enter “N/A” in the required fields they are uncertain about.
- Application must be supported by **one letter of recommendation from either your concentration advisor or a faculty/instructor/lecturer/graduate student teaching fellow of a recent science course at Harvard.** A strong recommendation letter will be written by someone who knows you well and can speak to your character and abilities to **conduct independent 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.
- **RIJS 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 Gavin Whitelaw ([whitelaw@fas.harvard.edu](mailto:whitelaw@fas.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 all rounds, the confirmation letter must be submitted by 5PM on Friday, March 13, 2020.

- **All applicants must inform the RIJS if they have received other funding to support the internship in Japan.** Should an applicant receive funding from other sources that is greater or equal to our maximum funding amount, the applicant will no longer be considered for RIJS funding and the application will be withdrawn automatically. However, the applicant can still receive pre-departure and on-grounds support from the RIJS and partake in the summer activities organized by the RIJS.
- Any late, incomplete applications, or those that do not follow the instructions above, will not be considered.

**EARLY DECISION APPLICATION DEADLINE: Wednesday, December 4, 2019, by 5:00 PM on CARAT.**

**REGULAR APPLICATION DEADLINE: Monday, January 6, 2020, by 5:00 PM on CARAT.**

For more information about the application process, please contact the RIJS Executive Director, Dr. Gavin Whitelaw ([whitelaw@fas.harvard.edu](mailto:whitelaw@fas.harvard.edu)).