

This document stipulates the official guidelines and code of conduct under the Japan-IMF Scholarship Program for Asia (JISPA).¹

1. **As a scholar representing your institution and supported by the Government of Japan and the International Monetary Fund (IMF) to study at your university,² you are expected to conduct yourself in a professional manner, to observe the highest standards of ethical conduct, consistent with the values of integrity, respect and inclusion, which form part of the IMF's core values, and to abide by all the guidelines governing student and academic behavior at your university, including Provisions 2 and 3 stipulated below, as well as by the laws of Japan and other applicable national laws, including those of your home country. As a JISPA scholar, you are responsible for understanding the standards of behavior expected of you. Since you are, as a JISPA scholar, supported by the Government of Japan and the IMF, you have a responsibility to maintain their reputation for upholding the highest standards of conduct.** This applies to your conduct on campus and off campus, i.e. times when you are not on your respective university premises. Your university reserves the right to revoke or rescind admission, whether prior to or after enrollment, as well as to suspend, expel, or discipline you, following its guidelines. In case of an investigation by your university, you have a duty to fully cooperate with the investigation. Failure to cooperate with a misconduct investigation may constitute misconduct in itself and may result in termination of your scholarship.
2. **Plagiarism, academic dishonesty and any other form of misrepresentation of academic work are strictly prohibited.** Violations may result in disciplinary action by your university and termination of your scholarship.
3. **Scholars must treat one another and any person with whom they interact during the JISPA scholarship program in a professional manner with courtesy and respect. Any form of harassment, including, but not limited to, physical, verbal, or sexual harassment, and any form of discrimination are strictly prohibited.** In view of the diverse backgrounds of scholars, personal or cultural norms may differ; however, **you are governed by, and must fully adhere to, your university's policies on anti-harassment and non-discrimination. Differences in cultural norms justify neither any breach of such policies nor any disregard for the core values of integrity, respect and inclusion.** You should at all times avoid behavior that may be perceived as creating an atmosphere of hostility, intimidation, or abuse, including times when you are not on your respective university premises. You should be aware

¹ The scholars' guidelines and code of conduct may be updated from time to time as necessary, and the scholars are required to review and agree to the most current version.

² "your university" refers to the university in which you enroll for a Ph.D. program.

that all forms of harassment or discrimination may constitute misconduct and could result in disciplinary action by your university and termination of your scholarship.

4. **Your main priority should be the full-time pursuit of your academic work.** We understand that you may have unforeseen personal obligations. However, as a JISPA scholar, you must show full commitment to your studies and a serious intention to work closely with your university and the IMF, as the program administrator, to find solutions to any problems. To this end, please notify your university and the IMF as soon as any problems which may affect your studies arise.
5. **Any form of work, whether part-time or full-time or paid or unpaid, is not permitted during the JISPA study period,** as you are expected to devote your full attention to your academic work and are supported under the program on the basis of your status as a government official representing your country.
6. **You are expected to be in good physical and mental health** when you commence your studies, and **you will make an effort to maintain your health** so that you can be engaged in the full-time pursuit of your academic work as scholars funded by the JISPA. You must notify your university and the IMF immediately if there are any health issues which may affect your studies.
7. **You are responsible for communicating any significant changes in your personal and professional circumstances** to your university and the IMF. You have been accepted into the program based on the information in your application. You must notify us of any information, such as your employment status or changes prior to or during your studies under the scholarship program. Please note that **significant changes that affect your eligibility for the JISPA may result in the revocation of your scholarship.**
8. You are expected to comply with any or all pledges made with the government of your country. Upon completion of the program, **you are required to return to your sponsoring agency in order to utilize your knowledge and skills acquired through the program** for at least five years or the period stipulated by your sponsoring agency, if longer. For monitoring purposes, you are kindly requested to inform your university and the IMF beforehand, in the event that you plan to leave your sponsoring agency. Scholars who do not comply with this condition will be asked to repay the scholarship costs.
9. You authorize your university, the Government of Japan, the IMF and its designated agencies to share your personal information among these institutions, (including

application information academic records, and future career progress) for the purpose of implementing the scholarship program.

10. To make the most of IMF-sponsored activities and to foster JISPA's collaborative spirit, as well as strengthen bonds among your fellow scholars, **you are required to attend all JISPA-related activities in a punctual manner** organized or designated by the IMF, except when such events conflict with your academic activities.
 11. JISPA financial support is limited to those listed in the designated "Annual Budget" form. You are responsible for all other expenses incurred beyond those covered by JISPA, including any resulting personal financial obligations in Japan and also accept responsibility for payment of any debts you might incur in Japan. Under JISPA, you are prohibited from receiving any other scholarships during the JISPA study period.
 12. **The IMF may communicate with your agency**, and reserve the right to take further actions, including, but is not limited to, reduction of stipend, etc., if any issues affecting your studies or any breach of the guidelines arise, including any disciplinary actions applied to you by your university and absences from JISPA related activities.
 13. The scholarship is awarded for an initial period of one year and may be renewed annually up to the period specified in the scholarship award letter, upon certification by your university of your appropriate performance and upon your university's recommendation for renewal, together with the verification of continued employment by your agency.
 14. The scholarship, including the scholarship offer, may be suspended, terminated, or withdrawn unilaterally by the IMF, in consultation with your university, if you do not adhere to these guidelines and code of conduct.
- I have read and understand the "Scholar Guidelines and Code of Conduct" document and promise to adhere to them.
 - I understand that any misrepresentation or omission of facts will justify a rejection or revocation of the scholarship award.

Name _____

Signature _____

Date _____