



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-0581

To: Assistant Schools Division Superintendent
Chief Education Supervisor (SGOD)
Chief Education Supervisor (CID)
Education Program Supervisors
Public Schools District Supervisors
All Elementary and Secondary School Heads
All Concerned Personnel

Subject: **INVITATION TO THE JDS PHILIPPINES 24TH BATCH APPLICATION FOR MASTER'S DEGREE SCHOLARSHIP IN JAPAN**

Date: October 14, 2025

Attached is Regional Memorandum HRDD – 2025 – 258 re: **Invitation to the JDS Philippines 24th Batch Application for Master's Degree Scholarship in Japan**, details are found in the enclosures, contents of which are self-explanatory.

For your information and guidance.

JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

RELEASED

OCT 16 2025

RECORDS SECTION - SDO PANABO CITY
BY

Enclosed: As stated.
SGOD/ABA/HRDS/KSD/LSS



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120123

RECORDS



Republic of the Philippines
Department of Education
DAVAO REGION

October 7, 2025


REGIONAL MEMORANDUM
HRDD-2025-258

INVITATION TO THE JDS PHILIPPINES 24TH BATCH APPLICATION FOR MASTER'S
DEGREE SCHOLARSHIP IN JAPAN

To: Assistant Regional Director
Schools Division Superintendents

1. Herewith is an invitation from Rhina May Z. Encila, Senior Project Coordinator, Japan International Cooperation Center for the JDS 24th Batch Application for Master's Degree Scholarship by the Japanese Government Grant Aid opening on October 24, 2025
2. Interested applicants are advised to coordinate with the Regional Scholarship Committee before October 22, 2025 through Maureen Ava B. Acuña, EPS II, scholarship focal person or hrddneapro11@gmail.com. Be informed that the Regional Office will endorse nominees to NEAP for the issuance of the official Nomination Letter.
3. For information relative to the application, refer to the enclosures.
4. Immediate dissemination of this Memorandum is desired.

ALLAN G. FARNAZO
Director IV



DEPARTMENT OF EDUCATION RO
RECORDS SECTION
RELEASED

Encl.: As stated
ROHS/mbt

By: 

Date: Oct. 13, 2025 Time: 120123



Address: F. Torres St., Davao City (8000)
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RE: (Tentative) Opening of JDS Philippines 24th Batch Application for Master's Degree Scholarship in Japan

1 message

Rhina May ENCILA <jds.philippines@jice.org>

Cc: "ONODA Mikio [小野田 幹生]" <onoda.mikio@jice.org>, "Rona N. PIDO" <jds.philippines1@jice.org>

Thu, Oct 2, 2025 at 3:58 PM

03 OCT 2025

1026 R 012

8:14

FOR: Heads of Constitutional Bodies; Departments, Bureaus, Agencies of the National Government (NGAs); Local Government Units (LGUs); Government-Owned or Controlled Corporations with Original Charters (GOCCs); Government Financial Institutions (GFIs); and State Universities and Colleges (SUCs)

Greetings from JICE JDS Philippines!

We would like to inform you that the JDS 24th Batch Application for Master's Degree Scholarship by the Japanese Government Grant Aid will soon open, please expect it to open on October 24th, 2025 (Friday).

In this way, we would appreciate it if you could stay tuned for further announcements regarding the opening of the 24th Batch Scholarship Application through the following link.

***JDS Official Facebook:** JDS Philippines | Makati | Facebook

Note: JDS Facebook will contain the following announcement:

- Schedule of online promotion seminars
- Schedule of information sessions by Japanese professors and JDS fellows

***JDS Official Website:** Introduction | Philippines | JDS

Note: JDS Website will lead you on the following information:

- Overview of JICE JDS Philippines
- Framework of University and Study Components
- Eligibility and Benefits
- List of Requirements
- Deadline of Application

In this line, we would be glad to invite you, your family, friends, colleagues who are in government offices to join and apply for JDS Master's Degree Scholarship in Japan.

The online seminars will enable you to understand the JDS project in detail and the deadline to submit the application.

We appreciate your kind assistance to us.

If you have any further inquiries, please let us know.

Best Regards,

Rhina May Z. Encila (Ms.)

Senior Project Coordinator

Japan International Cooperation Center (JICE)

JDS Project Office in the Philippines

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Official Website: Introduction | Philippines | JDS

Official Facebook: JDS Philippines | Makati | Facebook



Philippines



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Application for JDS 2024 is already closed.

Application

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| 4. Research Plan | 5. Supportive videos for the application | 6. English & Math Test |

1. Applicant Eligibility

Nationality	Citizens of the Republic of the Philippines
Age	Between 22 and 39 as of April 1st, 2025 (Born on/after April 2nd, 1985 and born on/before April 1st, 2003)
Occupation	Must be an employee in the Philippine Government and not a member of the military
Work Experience	<ul style="list-style-type: none">• Currently employed in the Philippine Government• Have permanent status• Have at least 2 (two) years of work experience, particularly in work relevant to the selected Component, at the time of application
Performance Rating	Have a performance rating of at least 'Very Satisfactory' from July 1, 2023 to June 30, 2024 in the organization
Academic Background	<ul style="list-style-type: none">• Possess a Bachelor's Degree relevant to the target fields• English Proficiency: TOEFL PBT 550/ iBT 79-80 or IELTS 6.5 or higher• 16 years of formal education is required (in principle), however, relevant academic/research career or working experience can be considered as the alternative to meet the requirement.
Degree	Have not been awarded any other foreign scholarships for obtaining a master's degree
Responsibilities of JDS Fellow	<p>When selected as a final successful candidate, he/she is required:</p> <ol style="list-style-type: none">1. To sign and submit the pledge to follow the conditions deemed necessary as a JDS Fellow. (If the Fellow violates any articles of the pledge, the scholarship may be cancelled).2. To submit a copy of Scholarship Service Contract (referred to the Executive Order 161) to the JDS Operating Committee for record/monitoring purpose3. To attend the pre-departure orientation in Manila (about 2 weeks in July-August 2025)4. To fully participate in briefings/orientations in Japan (August-September 2025)5. To contribute to the socio-economic development of the Philippines with the acquired knowledge upon returning to the Philippines6. To follow the JDS rules and regulations7. To be in a good condition physically and mentally during the stay in Japan as an

ODA scholar. If there is a drastic change in a Fellow's health condition before and during his/her stay in Japan, or/and if the accepting university considers his/her condition is not fit for the pursuit of academic goals, the scholarship is subject to cancellation, based on the decision/guidance of the university and the JDS Operating Committee of the Philippines.

2. Selection Procedures

1) Promotion Seminars (UPDATED)

University Information Sessions by professors and returned/current JDS Fellows are scheduled as follows to provide more detailed information about JDS Project and Accepting Universities. You can not only get detailed information about accepting universities, but also ask questions about graduate schools or universities at information sessions.

■ University Information Sessions by PROFESSORS of the Accepting Universities

Date	Time (PHT)	University	Graduate School	Registration
November 19 (Tue)	2:00 PM - 3:00 PM	Nagoya University	GS of International Development	Click here
November 25 (Mon)	3:00 PM - 4:00 PM	Rikkyo University	GS of Business	Click here
November 26 (Tue)	9:30 AM - 10:30 AM	Nagoya University	GS of Environmental Studies	Click here
November 26 (Tue)	2:00 PM - 3:00 PM	Yokohama National University	GS of Urban Innovation	Click here
November 27 (Wed)	3:00 PM - 4:00 PM	International University of Japan	GS of International Management	Click here

■ University Information Sessions by Returned and Current JDS Fellows

Date	Time (PHT)	University	Graduate School	Registration
November 18, (Mon)	2:00 PM - 3:00 PM	Meiji University	GS of Governance Studies	Click here
November 19, (Tue)	9:30 AM - 10:30 AM	International University of Japan	GS of International Relations	Click here
November 27, (Wed)	9:30 AM - 10:30 AM	University of Tsukuba	GS of Science and Technology	Click here
Date	Time (PHT)	University	Graduate School	Registration
November 27, (Wed)	1:30 PM - 2:30 PM	Hitotsubashi University	School of International and Business Studies	Click here

27, (Wed) 2:30 PM

Public Policy

November 9:30 AM -
28, (Thu) 10:30 AM

Kobe University

GS of International
Cooperation Studies

[Click here](#)

* A pre-registration is not required.

* If there are additional promotion seminars in the future, we will update the schedule on JDS website and Facebook page.

» For JDS Accepting University's introductory/Explanatory Video, visit [here](#).

2) Application Deadline

Extended Deadline for Application: **December 20 (Fri), 2024 at 1pm (PHT) (Closed)**

Application documents will not be returned for any reason. Late submission and incomplete application documents shall NOT be accepted.

Online Application System will be **automatically closed after the deadline on December 20 (Fri) at 1pm**, and not be able to access anymore. Therefore, please **complete your submission of application before the deadline**. If you CANNOT submit any of required documents by the deadline, please make a "Reason Letter" to explain WHY you cannot submit by the deadline and WHEN you expect to submit. You can upload the "Reason Letter" in the required document section, and it will be accepted tentatively.

In case you will submit "Reason Letter", the latest deadline for submission of the required documents is acceptable **by December 27 (Friday) 2024**. If the missing document cannot be submitted before December 27 (Friday), the applicant would not proceed to the selection.

3) Tentative Schedule

Schedule	Steps	Description
Oct. 29 - Dec. 20, 2024	Application	Extended Deadline: 1pm on December 20th (Fri), 2024 (PHT) Further details → P6 "Application" and P7 "Application Documents" of the Application Guidelines
Mid Jan. 2025	Academic Aptitude Test	TOEFL-ITP and Math tests. The test results will be reviewed by the universities in later selection stages (Test fees are covered by JDS).
Late Jan. - Early Feb. 2025	1st Selection	Document Screening: Application Documents and research plan will be examined by the Japanese universities.
Feb, 2025	Health Checkup	The health checkup will be arranged at a designated hospital in Manila. (Check-up fees are covered by JDS)
Early Mar. - mid Mar. 2025	2nd Selection	Technical Interview: Faculty members of the Japanese Universities will conduct their interview exams.

Late Mar. 2025	3rd Selection	Comprehensive Interview: The Operating Committee members will conduct their interview exams.
Mid Apr. 2025	Approval by the OC	Successful candidates will be approved and notified.
Mar. - Apr, 2025	Application Procedure	JICE will support candidates' application for each university.
July - Aug, 2025	Orientations Japanese Training	Provided by NEDA, CSC, DFA, JICA and JICE.
Aug, 2025	Departure for Japan	JICE will arrange air-ticket, visa, and also support JDS Fellows after the arrival in Japan.

<Important Notes>

- ✓ All the selection costs will be covered by JDS Project.
- ✓ Limited transportation and accommodation allowance will be provided to candidates coming from provincial areas for the selections.
- ✓ Application Documents will not be returned (Please keep a copy of your documents)
- ✓ Application Documents with false statements or plagiarism will be immediately disqualified
- ✓ A result of each selection will be announced only to successful candidates by JICE JDS Project Office.
- ✓ Applicants are required to take the exam on the designated date. No adjustment of the date can be accepted. The date of the Academic Aptitude Test will be announced on the JDS website when it is fixed
- ✓ In principle, reasons of the selection-results will not be disclosed.

3. Download of Application Guideline and Application Documents

Please refer to the Application Guideline and submit a full set of application documents by the deadline.

- A. Application Guideline
- B. Application Documents

Submit your application through Online Application System.
For more details, refer to ["Apply Now"](#)

4. Research Plan

In the JDS selections, each candidate will be evaluated on her/his academic abilities enough to pursue the

master program in Japan as well as the potential of the future contribution to the country. Thus, it is highly recommended to explain that the objective of your research plan be in connection with the development issues under applying Component, and to rationalize how the study will be addressed in accordance with the career path, corresponding to the current position and responsibility in the belonging organization.

It is also recommended to research the university you are applying to in order to make sure that its curriculum and fields of specialization of its faculty members are relevant to your research.

Remember that plagiarize from somebody's work or websites are strongly prohibited.

Please refer to '**Tips on Application and Selection (Reference)**' and '**Guideline for Writing a Research Plan**' in the Application Guideline for more information.

5. Supportive videos for the application

 **How to write a research plan** (27 min)

 **Tips for the selection** (20 min)

6. English & Math Exam

Every qualified applicant will be required to take English proficiency test (ITP-TOEFL) as well as math test in Manila in the middle of January.

[IMPORTANT] If you have valid English Certificate, you will be exempt for English Test, so please submit the copy of your certificate to JICE upon application.

- **TOEFL** consists of 3 parts with 'Listening Comprehension (50 questions)' for about 35 minutes, 'Structure and Written Expression (40 questions)' for 25 minutes, and 'Reading Comprehension (50 questions)' for 55 minutes.
 - ▶ **Sample questions from the link** <https://www.ets.org/toefl/itp/prepare.html>
- **Math test** of around 60 minutes consists of Arithmetic operations, Solving fractions, Equations, Inequality, Matrix, Basic quadratic functions, Basic operations of exponential and logarithmic functions, Basic Integral and Differentiation, etc.
 - ▶ **Past Math test sample can be also downloaded here.**

The scores will be reviewed on the 1st selection by the accepting universities. Universities may require the applicants to have good command of English skill (TOEFL score of 500 or higher) and numeracy skills.
Please be well prepared for the exams.

[Go to "Introduction" page](#)



About JDS

What is JDS Project?

Beneficiaries of JDS

Q&A

Selection Step

Country List

Bangladesh	Mongolia	Sri Lanka
Bhutan	Mozambique	Tajikistan
Cambodia	Pakistan	Timor-Leste
Kyrgyz Republic	Philippines	Ukraine
Laos	Republic of Kenya	Uzbekistan
Maldives	Republic of Senegal	Viet Nam

Student Life

JDS Support

Process Flow

Life in Japan

Special Trainings and Events

- Government Leaders Networking Event
- Japanese Language Training
- JDS Joint Seminar

Current Fellows

Alumni

News

Follow-up events

Voice from "Sempai"

Title of Thesis



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Apply Now

Steps to Apply

STEP 1 Download the Application Guideline and Application Documents

Download password will be required - fill out a password request form by clicking "Download" below, then a password to download documents will be appeared on your screen.

Download
(Closed)

A. Application Guideline

B. Application Documents

1. Short Essays
2. Reference Letter
3. Research Plan

※To download all application documents,
please [click here](#).

STEP 2 Prepare the required documents

Refer to Application Guidelines, and make sure to prepare all the required documents in appropriate file format.

STEP 3 Access the Online Application System

Complete your application by filling out the necessary information and uploading the required documents.

Online Application System

* If you cannot access the online application system, or you have any problem filling out the form, please contact JICE JDS Project Office. (jds.philippines1@jice.org)

* Once you submit your application, you will not be allowed to modify it.

STEP 4 Receive an E-mail

[Submission Succeeded]

You will receive a confirmation email.

[Submission Failed]

You will receive an error message - please contact JICE JDS Project Office (jds.philippines1@jice.org) immediately, and make sure to complete your application before the deadline.

[Go to "Introduction" page](#)