



Japan International Cooperation Agency

JICA Ukraine
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Date: 14 November 2025

Ref No. JICA(UKR)- 25-11-14176

National Agency of Ukraine on Civil Service

Center for Adaptation of the Civil Service to the Standards of the European Union

Subject: JICA KCCP for Long Term Participants (JICA Development Studies Program) “**GX Human Resources Development for Energy Sector, JFY2026**”

First of all, we would like to express our sincere gratitude for your cooperation with JICA's activities.

We are pleased to inform the National Agency of Ukraine on Civil Service (Center for Adaptation of the Civil Service to the Standards of the European Union) that the Japan International Cooperation Agency (JICA) will conduct a course titled “*GX Human Resources Development for Energy Sector, JFY2026*” in Japan under the JICA Knowledge Co-Creation Program (KCCP) for Long Term Participants (JICA Development Studies Program). Expected participants may choose two years course for Master’s course or three years course for Ph.D. course, starting in September 2026. Some participants may go through different period in case they are admitted as research students.

The program is open for governmental officials and scientists, who contribute to the energy transition toward carbon neutrality in developing countries.

Please note that participation in the course is subject to certain conditions outlined on the attachment and the security situation at the time of training.

Applicants are requested to submit the following documents to JICA Ukraine Office **by 19 December 2025** as guided in the General Information:

(1) Application Documents

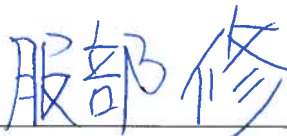
- Personal Information
- Educational Background
- Present Organization and Nomination
- Work Experience

- Declaration (Terms and Conditions needed to be agreed by candidate applicants)
 - Research Plan (Annex 2)
 - Career Plan (Annex 2)
- (2) Graduation Certificate
 - (3) Academic transcript
 - (4) Recommendation Letter
 - (5) Photocopy of certificate of English Test
 - (6) A copy of Passport or ID with photo
 - (7) 2 ID photos (4cm * 3cm) pasted on application form (original and copy)
 - (8) <After 1 April 2026> Health Certificate (due date: 30 April 2026)

We highly appreciate your cooperation and consideration in this matter.

Attachments: *Course Brochure (General Information), Application Form, Recommendation Letter Form, Check List*

Sincerely yours,


Osamu HATTORI
Chief Representative of JICA Ukraine Office



CONDITIONS FOR UKRAINIAN APPLICANTS FOR THE TRAINING IN JAPAN

1. Logistics and Visa

- 1) Participants will depart for Japan from Warsaw.
- 2) Under Martial Law, participants must ensure their eligibility to cross the border and stay abroad during the training period.
- 3) Visa applications should be submitted to the Embassy of Japan in Ukraine (located at Kyiv), assuming 5 working days as a processing period.
- 4) Kindly be aware that the participant's visa is to be issued with special arrangement with the Ministry of Foreign Affairs of Japan (MoFA). We kindly request the applicants to refrain from cancelling their participation in the program after receiving the notice of acceptance, except in case of truly unavoidable and dire circumstances.

2. Travel to Poland

- 1) JICA will reimburse travel expenses with JICA's fixed rate to/from Poland and accommodation in Warsaw (if required) upon arrival in Japan.
- 2) We kindly request participants to arrange their own transportation, accommodation, and other relevant logistics to/from designated airport.

3. Candidates with Military Affiliation

If a military-affiliated candidate is prioritized, please inform JICA Ukraine Office **as soon as possible** as Approval from the Ministry of Foreign Affairs of Japan takes up to 3 weeks.

Qualifications of applicants who belong to the military or other military related organizations and/or who are enlisted in the military will be examined by the Government of Japan on a case by case basis, consistent with the Development Cooperation Charter of Japan, taking into consideration their duties, positions in the organization, and other relevant information in a comprehensive manner.

4. Candidates with Medical History

Pregnant applicants are not recommended to apply due to the potential risk of health and life issues of mother and fetus.