

Institute for Chemical Reaction Design and Discovery (ICReDD)
Creative Research Institution, Hokkaido University
Academic Year 2023 MANABIYA (ACADEMIC)
Application Guidelines

The Institute for Chemical Reaction Design and Discovery (ICReDD) offers the MANABIYA (ACADEMIC) program to young researchers and students from domestic and overseas universities and research institutes with the aim of helping them to learn about a new academic field called Chemical Reaction Design and Discovery (CReDD) and widely spreading the knowledge of this field.

ICReDD is now accepting applications for MANABIYA for the 2023 academic year. Applicants should carefully read the application guidelines below and submit their applications by the deadline.

1. Program Duration

1) Research Course

Minimum of two weeks to maximum of three months from July 1, 2023 to February 29, 2024

※The applicant may be asked to change the period of participation from their originally requested dates depending on the availability of the host supervisor.

2) Young Researcher Training Course

Minimum of a two-week period from July 1, 2023 to February 29, 2024

※Nationals of countries and territories other than [those with visa exemptions to enter Japan](#) must obtain a 'short-term stay' visa in advance (processing time: 1-2 months).

2. Application Procedures

2.1 Eligibility

1) Research Course

Researchers who belong to domestic/overseas universities or national/public/private research institutes, or an equivalent person (e.g., doctoral students) regardless of their nationality.

※For doctoral students, a letter of recommendation from their academic supervisor is necessary. Additionally, to be eligible for the research course, doctoral students must have completed their master's degree or, for those in a combined master's/PhD program, the student must have passed their qualifying exam, thesis proposal, or equivalent evaluation.

2) Young Researcher Training Course

Undergraduate or graduate students who do not meet the eligibility for 1) Research Course above, but belong to domestic/overseas universities or national/public/private research institutes, regardless of their nationality

※A letter of recommendation from their academic supervisor, department head or dean is necessary.

2.2 Capacity (Academic Year 2023)

Around 20 people

2.3 Program Location

Institute for Chemical Reaction Design and Discovery (ICReDD), Creative Research Institution of Hokkaido University

Address: Hokkaido University Northern Campus, Kita 21, Nishi 10, Kita-ku, Sapporo, Hokkaido 001-0021 JAPAN

※The program may be offered online depending on the applicant's research plan and related conditions.

2.4 Supervisor

Please refer to [the ICRReDD website](#) to select your preferred supervisor.

2.5 Submission and deadline

Please fill out a “MANABIYA (ACADEMIC) Application Form” (Form 1) and email it as an attachment in MS Word format by Thursday, November 30, 2023.

Applicant’s name and affiliation should be specified in the subject line of the email.

※If the number of applicants reaches the limit set by each host supervisor, the application may not be accepted. If the number of applicants does not reach the set limit, the deadline for submission may be extended.

3. Selection and Result Notification

Applications will be evaluated by the host supervisor, and successful applicants will be selected by the ICRReDD Steering Committee. The Director of ICRReDD will notify applicants of the results by the end of December, 2023.

4. Support for Travel and Accommodation

4.1 Financial support for travel and accommodation expenses

1) Research Course

The successful applicants (hereinafter referred to as “MANABIYA researchers”) will be provided with travel and accommodation expenses up to 500,000 yen in total in accordance with the Hokkaido University Travel Expense Rules.

MANABIYA researchers who are Hokkaido University students or who will stay at Hokkaido University before and/or after the start of the MANABIYA program are not eligible to receive this financial support.

2) Young Researcher Training Course

No travel and accommodation expenses will be provided.

4.2 Accommodation

MANABIYA researchers from universities, research institutes or other organizations located in Japan should arrange their accommodation during the MANABIYA program.

MANABIYA researchers who are foreign nationals newly entering Japan and whose purpose of visiting Japan is only to participate in the MANABIYA program are eligible to apply for [the Hokkaido University researcher’s accommodation](#) service. Those who wish to apply for this service should consult with the person in charge of this program in advance. If there are no rooms available at these accommodations, please arrange a room at a private accommodation facility.

5. During and After the Program

5.1 Necessary Expenses

ICReDD will bear costs for teaching materials, reagents and materials for experiments and utilities and charges for computing machines and other equipment owned by ICRReDD that are necessary for MANABIYA activities. MANABIYA researchers are responsible for all the other expenses such as food and living expenses.

5.2 Accident Insurance

MANABIYA researchers are required to purchase personal accident insurance for the duration of their stay to cover accidents and damage to facilities and equipment.

5.3 Confidentiality

MANABIYA researchers must maintain the confidentiality of all research information obtained at MANABIYA (ACADEMIC) other than the techniques learned. They will be asked to sign a “Pledge of Confidentiality” when the program starts.

5.4 Safety Education and Training

According to Hokkaido University Rules, all staff, students, and other members who engage in any activities at the university must attend safety education and training. “Other members” in particular refers to all those who engage in any activities regardless of their employment or enrollment status, and this includes all MANABIYA researchers. After completion of the safety education and training, all MANABIYA researchers are asked to submit a “Declaration Form” verifying that training was completed.

5.5 Achievement Report

All MANABIYA researchers who have completed their study are required to submit a “MANABIYA (ACADEMIC) Achievement Report” (Form 2). Please note that ICRéDD may include content from these reports in its research reports or other publications.

5.6 Achievement Report Submission Deadline

Achievement reports must be sent by email to the address listed below as an attachment in MS Word format within one month from the day following the last day of the program.

5.7 Issuance of the MANABIYA (ACADEMIC) Certificate

The MANABIYA (ACADEMIC) certificate will be issued to MANABIYA researchers as proof of completion of their study upon acceptance of their report.

5.8 Publication of Research Achievements

MANABIYA researchers should inform the person in charge of this program in advance when they publish research findings obtained using the techniques learned at ICRéDD in academic papers, etc. Please clearly state in the publication that the techniques learned at ICRéDD have been used. An example acknowledgement is shown below.

<Example acknowledgement>:

In this study, “*your name*” used “*the techniques*” learned during the MANABIYA program at the Institute for Chemical Reaction Design and Discovery (ICReDD), Hokkaido University, which was established by World Premier International Research Initiative (WPI), MEXT, Japan.

*Please change “*your name*” and “*the technique*” as appropriate.

6. Where to Apply & Contact

Persons in charge of this program:

Tsuyoshi Mita, Tomoko Akama and Kayoko Tamura

Administrative Office of ICRéDD, Creative Research Institution of Hokkaido University

Email: manabiya@icredd.hokudai.ac.jp

Tel. +81-11-706-9645

Form 1

Institute for Chemical Reaction Design and Discovery (ICReDD)
Creative Research Institution, Hokkaido University
Academic Year 2023 MANABIYA (ACADEMIC) Application Form

Date: YYYY/MM/DD

To Satoshi Maeda
Director
Institute for Chemical Reaction Design and Discovery
Hokkaido University

I understand and accept the Academic Year 2023 MANABIYA (ACADEMIC) Application Guidelines. I hereby apply for MANABIYA (ACADEMIC) as described below.

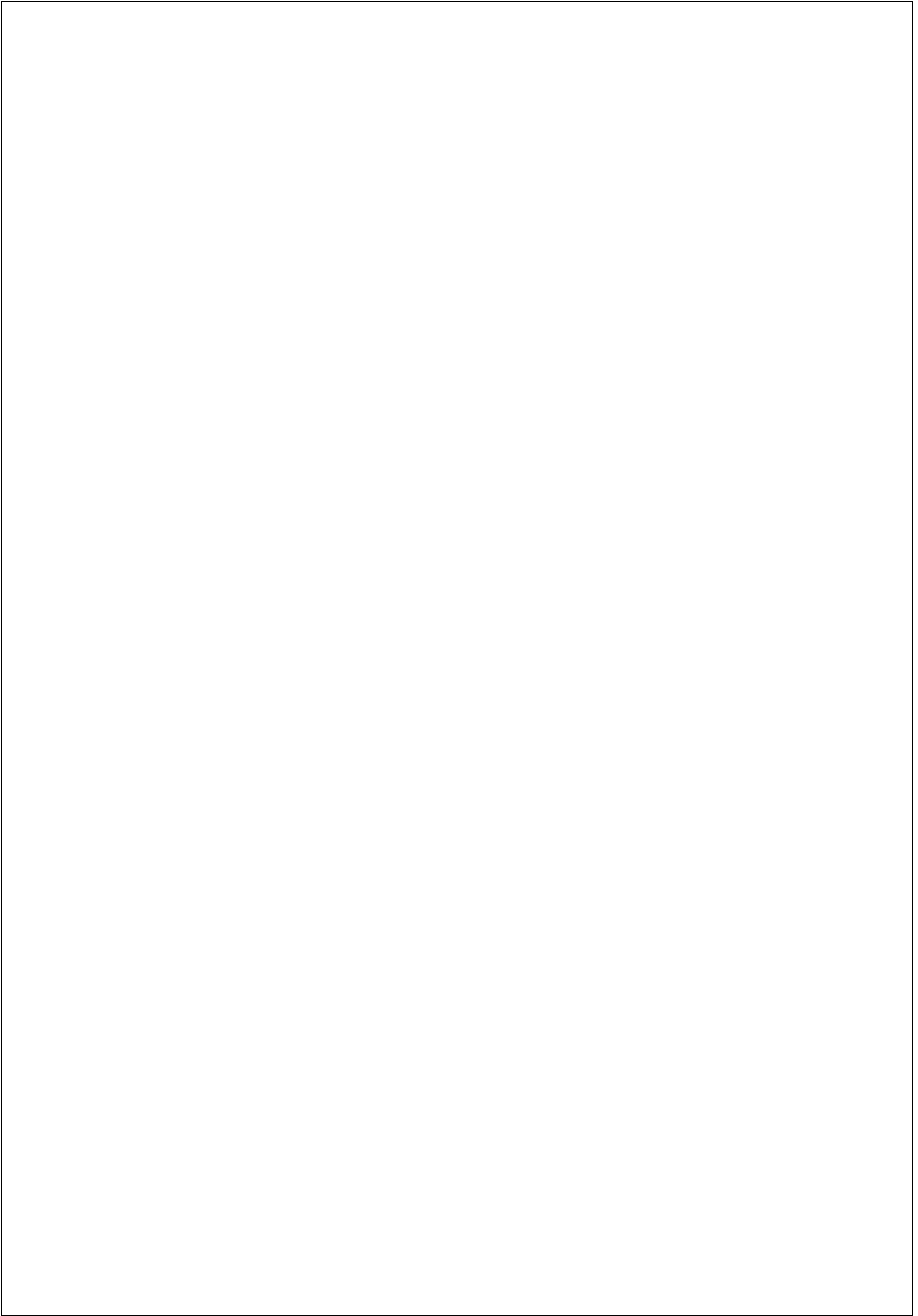
(1) Applicant Information

☐ 1) Research Course ☐ 2) Young Researcher Training Course (please tick one)

Last Name		First Name		
Date of Birth	YYYY/MM/DD (years old)		Gender	Male / Female
Affiliate Institution	Name of Institution			
	Section (Department, Division, etc.)			
	Position or school year			
	Address			
	Phone number			
	E-mail			
	Name of Supervisor/ department head or dean	E-mail ※For undergraduate, graduate and doctoral students: Please attach a recommendation letter from academic supervisor, department head or dean		
Career summary (Start from the latest academic record. Enlarge the field as needed.)				

(2) Expected achievements at MANABIYA (ACADEMIC)

Principal research field(s) of applicant	
Desired period of study	1st choice: YYYY/MM/DD - YYYY/MM/DD 2nd choice: YYYY/MM/DD - YYYY/MM/DD 3rd choice: YYYY/MM/DD - YYYY/MM/DD
Preferred supervisor	<div style="text-align: center;">【 】</div> <p>※ For supervision under Prof. Satoshi MAEDA (Theoretical analysis and prediction of reaction mechanism using automated reaction path search method), MANABIYA researchers are required to be familiar with using the UNIX/Linux operating system (rather than Windows or Mac) BEFORE the program starts.</p> <p><input type="checkbox"/> I agree with the above. (please tick)</p>
Describe the content you wish to study, objectives and expected achievements at MANABIYA (ACADEMIC). (Enlarge the field as needed to provide details using diagrams, etc. Attach reference materials if any.)	



Form 2

Institute for Chemical Reaction Design and Discovery (ICReDD)
Creative Research Institution, Hokkaido University
Academic Year 2023 MANABIYA (ACADEMIC) Achievement Report

Date: YYYY/MM/DD

To Satoshi Maeda
Director
Institute for Chemical Reaction Design and Discovery
Hokkaido University

Affiliate institution:
Affiliate section:
Position/school year:
Full Name:

I hereby submit a report on the 2023 MANABIYA (ACADEMIC) as below.

Supervisor	
Period of study	YYYY/MM/DD - YYYY/MM/DD
<p>Describe the content learned and achievements made at MANABIYA (ACADEMIC). (Enlarge the field as needed to provide details using diagrams, etc. Attach reference materials if any.)</p>	

