**Overseas Training Proposal***（Delete all sentences in italics on this form after completing the proposal.）*

Date: day/month/year（version ）

Overseas Training Proposal

Doctoral Education Consortium, Nagoya University

Name, Affiliation, Student ID, email

1. **Executive Summary of the Training Plan**

Title of the Training

Training Period (Specify)

Training Venue

Main Organizer/Provider of the Training Program*（e.g., conference organizers）*

Description of the Training*（Itemize the main contents of the training in specific terms.）*

Purpose of the Training*（Itemize the expected achievements in specific terms.）*

1. **Detailed Description of the Training Plan**
2. Purpose of the Training

*（Explain briefly how this training is related to your research and education so far. Clarify the reasons and the necessity of this training for your future research and education within one page.）*

1. Explanation of the Contents of the Training

*（If you plan to do different types of training, specify them. Itemize, for example, Presentation at an International Conference, Language Training, and a Research Institute Visit. For each item, describe the contents of the training, Coaches or Instructors, Training Period, Training Venue, and so forth. Explain the expected achievements from this training plan.）*

1. Schedule of the Training

*（If your training is up to 45 days, begin your schedule from the departure from Nagoya. Describe your daily activity for the morning and the afternoon with the training organizers and the venue. Your schedule should be without missing dates. If the weekend is for your private activity, enter “No training plan for the weekend.” You do not have to include your activity such as sight-seeing. The last entry in the schedule is the date of return to Nagoya. If your training is over 45 days, describe an overall plan briefly and give a detailed plan of the first month.）*

1. Mid and Long-Range Impact of the Training

*（Describe briefly the mid and long-range impact and achievements of the training to your future research and education.）*

1. Estimation of the Costs of the Training

*（Explain the costs of the training such as airfare, accommodation, conference registration fee and so forth. Use Japanese Yen as the currency unit. If you use the foreign currency unit, give rough value in Japanese yen.）*

1. Correspondence Record with the Training Hosts

*（Itemize the documents that show your correspondence with the training hosts to arrange the training opportunity. For example, you can itemize “the email from the host researcher to accept me,” “the invitation of the conference organizers to read a paper,” “the notice of acceptance as a speaker of the session,” or “Correspondence with Dr. Doe about laboratory visit.” Add copies of one or two pages of each documents.）*

7. Request for Supervisor’s Review

*（Submit (1) your Overseas Training Proposal and (2) Supervisor’s Review Form to your supervisor. Ask the supervisor to fill out the form and send it timely to the Doctoral Education Consortium* nu-hakase@adm.nagoya-u.ac.jp. *After the request, fill out the items below.）*

Supervisor’s name:

Affiliated School:

Supervisor’s email: