



# インターンシップ型 課題解決プログラム 募集要項 Internship-based Problem Solving Program Application Guidelines

APU校友会みらい創造寄付基金  
APU Alumni Association  
Support Change Makers Fund

## What is the APU Alumni Association Support Change Makers Fund?

- a) A donation system that produces Change Makers from APU who aim for social change and provides full support for their challenges.
- b) The fund encourages APU students, alumni and all stakeholders to take an interest in world events and supports their efforts toward social change.
- c) Three pillars of activities: 1) support for efforts to realize a symbiotic society (support for student surveys and research), 2) support for student action, and 3) support for the development of Off-Campus Study Programs.

## Goals of the Problem-Solving Research Program

Under this program, APU students formulate their own questions and are accompanied by alumni in conducting research activities to solve social issues. There is growing interest in the SDGs (Sustainable Development Goals) and the need to address global issues such as climate change, education, conflict, food, acceptance of refugees, displaced persons, and foreign human resources, and natural disasters. The APU Problem Solving Research Program aims to contribute to the realization of a sustainable society by promoting research and activities that help both students and alumni solve these problems.

1. Students will ask their own questions about global issues and conduct research projects in collaboration with companies, NGOs/NPOs, and other organizations founded by alumni
2. By having students and alumni work together to solve one project's problem, we expect that students will not only gain collaborative experience, but also learn leadership skills from alumni and develop skills in dealing with real issues.
3. Alumni are expected to play an important role in providing input to students with a multifaceted perspective by serving as mentors.
4. Click [here](#) for a list of APU Alumni involved in addressing the above challenges.

【Image of collaboration】

Current Student

Role

- Problem/issue Setting
- Selection of Partners from the Alumni List
- Application Preparation
- Research Activities
- Prepare Survey Report



Alumnus

Role

- Advice for Current Students
- Acceptance of internship at your organization
- Guidance on report writing
- Lecture

## Outline of Application

### Contents of Support

- The program supports students and alumni to formulate questions about global issues such as climate change, education, conflict, food, refugees/displaced persons/foreign human resources acceptance, and natural disasters, and to research and solve problems for a single project.
- Support will be provided for the joint implementation of research projects by students and alumni.

### Application Requirements

1. The program must be conducted by at least two people consisting of undergraduate and graduate students enrolled at APU and alumni.
2. Undergraduate students: must be in semester 1~7; Graduate students: must be enrolled through the Spring 2025 semester.
3. Current students should choose a partner for their survey from the participating alumni list.
4. The survey or activity should be conducted by students and alumni toward the same goal.
5. Alumni must participate in the project as an individual activity.
6. The project must be newly launched.
7. Collaboration with national and international universities and research institutions is encouraged.
8. Applicants must not have applied for the "Event/Project Support Program B" that is offered at the same time (no double applications allowed).

### Funding Amount

The maximum amount will be 500,000 yen per organization/individual. Project activities are expected to last half a year. (approximately 6 months during the period December 2024 - July 2025)

### Application Schedule

1. Applications will be accepted in October. Deadline for application screening is October 31st.
2. For the time being, we expect to recruit once a year.

3. We plan to support up to two organizations/individuals each period.
4. Matching interviews with current students and alumni who wish to collaborate will be conducted during the application screening period.
5. Only groups that have been matched will pass the document screening process.
6. Applicants who pass the document screening will be notified of the results within three weeks of the application deadline.
7. Applicants who pass the document screening (for students and alumni respectively) will be invited to give a presentation for final selection.
8. Final successful applicants will be determined in early December.

## Recruitment Method

We will announce and accept applications via Campus Terminal by the early October. Based on the selection criteria, please submit your activity plan using the application form.

## Selection Method

The APU Alumni Association Support Change Makers Fund Steering Committee will determine the the successful applicants to be donated from the following perspectives, taking into overall consideration the criteria in Application Requirements.

a)	Project Goals and Description: Students and alumni students will be evaluated on whether the goals of their proposed project are clear, socially significant, and highly feasible.
b)	Alumni Student Mentorship: Alumni will be evaluated to serve as mentors to students to help them achieve the goals of the research project.
c)	Social Impact and Sustainability: Assesses whether the project is sustainable and has the potential to have a social impact in the future.
d)	Student Leadership and Contribution: assesses whether the student is expected to demonstrate leadership of the project and work collaboratively with team members and stakeholders.
e)	Student Learning and Growth: Evaluate the extent to which the project contributes to student learning and growth.
f)	Budget Adequacy: Examine whether the proposed budget is commensurate with the goals and content of the project.

## Selection Process and Schedule

Schedule	Contents
October 4 - October 31	Application Period
November 1 - November 20	Application Screening Period
November 11 - November 20	Matching Interviews with Alumni and Current Students
November 26	Final Presentation
December 6	Announcement of results

## Payment

In principle, the actual expenses for activities will be reimbursed based on receipts within the maximum amount of 500,000 yen.

However, in cases where large advances are required and the burden on the organization is heavy, or for items that require prompt payment externally, such as honoraria for lecturers, the University may pay based on prior consultation.

Expenses that directly result in business income, whether personal or corporate, are not eligible for reimbursement.

The reimbursement period will be divided into the first and second half of the fiscal year, and the university will reimburse the adopters/organizations.

After submitting the necessary documents (activity report, expense reimbursement form, and receipts), the funds will be transferred to the designated account within approximately one month.

Expenses eligible for reimbursement	Transportation expenses (in principle, local transportation expenses for current students are not covered)
	Lodging expenses
	Lecturer gratuities
	Fees for the use of databases necessary for research
Expenses not eligible for payment	Food and drink expenses
	Entertainment expenses (e.g., souvenirs)
	Postage/communication fees
	Conference membership fee
	Other items deemed ineligible for subsidy by the APU Alumni Association Support Change Makers Fund Management Committee

## Publication of Results

Upon completion of the activities, you are required to submit a report and present the results to the donors (including the APU Alumni Association Support Change Makers Fund Secretariat and the Alumni Association).

## Other

- Donors are also required to participate in the results debriefing session for which they are eligible and submit an implementation report.
- The information will be posted on a special website, Instagram, Note, etc.



### 【Contact information (for inquiries)】

If you have any questions about the application form, such as setting up an issue, or for more information about alumni information, please contact the following office.

Outreach and Research Office  
 Strategic Planning Team Donation Secretariat  
 E-mail: [giving@apu.ac.jp](mailto:giving@apu.ac.jp)