**平成28年度大学院生派遣海外短期研修**

分野長確認印

様式2

**研修計画書（案）**

|  |  |  |  |
| --- | --- | --- | --- |
| フリガナ |  | 学籍番号 |  |
| 氏　名 |  | 所属課程 | 修士・博士　（　　年） |
| 所属分野 |  | | |

|  |  |
| --- | --- |
| 派遣先大学 |  |
| 受入分野 |  |
| 受入責任者 |  |
| 連絡先Email |  |

|  |
| --- |
| 研修目的： |
| 研修計画： |

|  |  |
| --- | --- |
| 研修期間 | 平成　　年　　月　　日（　）～平成　　年　　月　　日（　）　計　　日間 |

日程（案）

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 日付 | 曜日 | 午前 | 午後 |
| 1日目 |  |  |  |  |
| 2日目 |  |  |  |  |
| 3日目 |  |  |  |  |
| 4日目 |  |  |  |  |
| 5日目 |  |  |  |  |
| 6日目 |  |  |  |  |
| 7日目 |  |  |  |  |
| 8日目 |  |  |  |  |
|  |  |  |  |  |

※注意：日程は、プログラム実施期間が8日以上31日以内となるようにしてください。

移動のみの日はプログラム実施日とは認められません。

記入例

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 日付 | 曜日 | 午前 | 午後 |
| 1日目 | 12月9日 | 月 | 東京出発 | バンコク到着バンコク到着CU●●分野訪問、挨拶 |
| 2日目 | 12月10日 | 火 | CU●●分野研修 | 異文化理解 |
| 3日目 | 12月11日 | 水 | CU●●分野研修 | CU●●分野研修 |

**Proposed Plan**

**For Short-term Visits to Universities Abroad (Graduate students)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Given name |  | Student ID No. | |  |
| Family name |  | Course | Master’s/Ph.D.　( year) | |
| Middle name |  |
| Department at TMDU |  | | | |
| University to visit |  | | | |
| Department |  | | | |
| Person in charge |  | | | |
| Email address |  | | | |
| Purpose of visit |  | | | |
| Description of training activities |  | | | |

|  |  |
| --- | --- |
| Duration of visit | From DD/MM/YY to DD/MM/YY　 Total days |

Proposed Schedule

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Date | Day | Activities | |
| a.m. | p.m. |
| Day 1 | DD/MM |  |  |  |
| Day 2 |  |  |  |  |
| Day 3 |  |  |  |  |
| Day 4 |  |  |  |  |
| Day 5 |  |  |  |  |
| Day 6 |  |  |  |  |
| Day 7 |  |  |  |  |
| Day 8 |  |  |  |  |
|  |  |  |  |  |

\*Note: Total time overseas must be between 8 and 31 days, inclusive.

Travel days that do not include any activities are not included in the 8 – 31 day range.

Sample

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Date | Day | Activities | |
| a.m. | p.m. |
| Day 1 | 11/12 | Wed | Leaving Tokyo | Arriving in Bangkok  Visiting CU staff |
| Day 2 | 12/12 | Thu | Observing Department of …… | Cultural exchange event at ... |
| Day 3 | 13/12 | Fri | Training session at Department of ……. | Training session at Department of …… |