

2026 年度

グローバルインターンシップ°（G.echo）プログラム
（国際機関・政府機関版）

募 集 要 項 （秋）



広島大学

グローバルインターンシップ（G.ecbo） プログラムとは・・・

広島大学グローバルインターンシップは、海外の国際機関、政府機関、民間企業などでの就業体験や生活を通して、国際社会で活躍できる人材育成を目的としたプログラムです。

本プログラムを通じて、本学の学生に実践的な外国語運用能力の修得のほか、異なる文化圏での就業体験による国際感覚の醸成により今後のキャリア形成に役立てることを目的とします。

【募集プログラム】

プログラム	派遣先	募集人数	詳細	募集締め切り
文部科学省ユネスコ	パリ本部他	2名	プログラム詳細①参照 ページ 5～8	2026年10月30日 (金) 17時（日本時間）
ユネスコジャカルタ	インドネシア	1名	プログラム詳細②参照 ページ 9～13	
SEAMEO CEECEP	インドネシア	1名	プログラム詳細③参照 ページ 14～16	

※UNESCO（ユネスコ）：United Nations Educational, Scientific and Cultural Organization

※SEAMEO CEECEP（東南アジア教育大臣機構 幼児教育・保育・子育てセンター）：Southeast Asian Ministers of Education Organization Regional Centre for Early Childhood Care Education and Parenting

【注意事項】

1. インターンシップ期間中は全て、学生の責任において自己管理を行っていただきます。また、本学指定の「海外旅行保険」、「学研災付帯賠償責任保険」への加入が必須となります。もみじに掲載している「広島大学の海外渡航リスク管理マニュアル（学生編）」を熟読しておいてください。渡航前には、海外渡航リスクに関する講義を必ず受講してください。

もみじURL <https://momiji.hiroshima-u.ac.jp/momiji-top/learning/risk-kanri.html>

2. 派遣学生は以下について個別に手配・購入の上、費用の全額を負担する必要があります。

- (1) 本学指定の海外旅行保険加入料（月額約 1 万円）
- (2) 旅券（パスポート）取得に係る費用
- (3) 派遣に必要な査証（ビザ）取得に係る費用
- (4) 予防接種に係る費用（必要な場合）
- (5) その他、派遣に当たり必要となる費用

3. 派遣期間中の学籍上の取扱いについて

本プログラムにより派遣される場合は、事前に所属学部・研究科の学生支援担当に相談の上、適宜学籍変更について指示に従ってください。

4. 海外派遣に係る安全管理について

- (1) 海外派遣中の安全意識向上のため、渡航前に本学が開催するオリエンテーションには必ず出席してください。
また、「外務省海外安全ホームページ」等を活用の上、渡航先の情報収集を渡航前だけでなく、渡航期間中も行ってください。

【外務省 海外安全ホームページ】

<https://www.anzen.mofa.go.jp/>

<https://www.anzen.mofa.go.jp/study/>

- (2) 渡航先の安全情報収集のため、外務省渡航情報サービス「たびレジ」への登録を渡航前に必ず行ってください。
また旅券法に基づき、日本国籍を持つ者が3か月以上日本国外に滞在する場合は、「在留届」を在外公館に提出することが義務付けられますので、渡航後速やかに手続きを行ってください。「たびレジ」及び「在留届」の登録情報は、滞在先での危機発生時の安否確認等に利用されます。

【外務省渡航登録サービス（たびレジ、在留届電子届出システム ORRnet）】

<https://www.ezairyu.mofa.go.jp/index.html>

- (3) 渡航中の安否確認のため、本プログラムにより派遣される学生には、チューター又は指導教員、所属学部・研究科の学生支援担当及びグローバル化推進グループへの定期的な連絡が義務付けられます。
- (4) 自然災害や国際情勢等の事情により、派遣の延期・中止や派遣期間の変更が生じることがあります。また、派遣中であってもこれらの事情により帰国を指示することがあります。いずれの場合も手配が完了している航空券等のキャンセル料や帰国に係る費用の実費（渡航のため、個人で手配・購入したものを含む）については、原則として派遣学生の個人負担とします。なお、本学では、外務省海外安全ホームページの「海外危険情報」に基づき、学生の海外派遣の判断を行います。

- (5) 外国為替及び外国貿易法（外為法）に基づく安全保障輸出（貿易）管理における「技術の提供・貨物の輸出」上の懸念情報に該当する活動を派遣期間中に行う計画がないか、渡航前に事前確認を行います。

【安全保障輸出管理（広島大学公式ウェブサイト）】

<https://www.hiroshima-u.ac.jp/iagcc/risk/stc>

- (6) その他、海外派遣に係る安全管理は、本学作成の「海外渡航リスク管理マニュアル（学生編）」、外務省発行の「海外安全 虎の巻」等に基づく対応が求められます。

【海外渡航リスク管理マニュアル（学生編）】

<https://momiji.hiroshima-u.ac.jp/momiji-top/learning/risk-kanri.html>

【海外安全 虎の巻（外務省発行）】

<https://www.anzen.mofa.go.jp/pamph/pdf/toranomaki.pdf>

5. 辞退等に係る取扱いについて

- (1) やむを得ず辞退する場合は速やかにグローバル化推進グループまで連絡しなければなりません。辞退が認められた時点で手配が完了している航空券等のキャンセルに係る費用の実費（渡航のため、個人で手配・購入したものを含む）については、原則として学生の個人負担とします。
- (2) 派遣への推薦手続き後に「応募資格」のいずれかを満たさなくなった場合は、本学から派遣先への推薦及び派遣の許可を取り消します。この場合は派遣を辞退したものとみなし、(1) の取扱いを適用します。
- (3) 派遣の可否についての最終決定は派遣先によるため、本学から派遣先への推薦後、派遣不可となる可能性があります。派遣先からの正式な受入れ許可の連絡があるまでは、航空券の購入及び海外旅行保険の加入手続きは行わないでください。
- (4) 旅券の取得、査証申請、航空券手配、海外旅行保険加入手続き等、渡航に係る必要手続きについては、

- (1) から (3) を考慮の上、各自の責任で計画的に進めてください。また本学又は派遣先の担当者からの照会等に対しては、迅速に対応してください。旅券又は査証が取得できず、渡航ができなくなった場合、派遣先等から受入れ許可が取り消される可能性があります。この場合、本学は責任を負いません。また、派遣を辞退したものとみなし、(1) の取扱いを適用します。
- (5) インターンシップの参加承認後、本人の都合により辞退する場合、返金不可の費用（宿泊費等）については、派遣学生がキャンセル料を負担するものとします。
- (6) 天災、事故、健康上の緊急事態その他やむを得ない事情により予定より早く帰国しなければならなくなった場合には、速やかに派遣先および広島大学の双方に相談し、了承を得るものとします。

【その他】

- (1) 派遣終了後、再び本学に戻り学業を継続することについて問題がないかどうか、所属学部・研究科の卒業・修了要件を確認してください。
- (2) 派遣学生は、派遣終了後 1 か月以内に「インターンシップ成果報告書」を作成し、グローバル化推進グループへ提出するものとします。また、学内又は学外で開催されるインターンシップ成果報告会等での発表、本プログラムの事業評価に関する調査・アンケートへの回答及びインターンシップ派遣を希望する学生への支援並びに広報活動等に全面的に協力いただきます。
- (3) 「グローバルインターンシップ A」(1 単位)、「グローバルインターンシップ B」(2 単位)、「アドバンスドグローバルインターンシップ」(2 単位) 科目へ単位申請可能。

【問合せ先】

- (1) 応募手続き及び単位認定申請等について
国際室国際部グローバル化推進グループ(東広島キャンパス) 本部棟 6 階
メール : kokusai-suisin@office.hiroshima-u.ac.jp
Tel : 082-424-6907/7313
- (2) 学籍異動、卒業・修了要件について
所属する学部・研究科の学生支援担当



プログラム詳細 ①

文部科学省ユネスコ



広島大学

1.概要

文部科学省（日本ユネスコ国内委員会）及び国際連合教育科学文化機関（以下「ユネスコ」という）は、2023年11月に、ユネスコ活動の活性化の一環として、日本の若者のユネスコ事務局（地域事務所を含む）での研修の機会を推進するべく、ユネスコとの間で研修プログラムの創設に関する覚書に署名しました。

本プログラムは、日本の若者がユネスコ事務局での勤務を経験することにより、ユネスコ活動に対する理解促進、国際機関職員をはじめとしたグローバルに活躍できる人材の育成、ユネスコ活動を活用した地域活性化等に貢献することを目指しています。

【ユネスコ（UNESCO）について】

UNESCO（国際連合教育科学文化機関）は、教育・科学・文化・コミュニケーションの分野を通じて国際協力を推進する国連専門機関です。1945年に設立され、本部をフランス・パリに置いています。

世界遺産の保護や教育の普及、持続可能な開発の推進など、平和の構築と人類の福祉向上に寄与する活動を展開しています。現在、世界各国に地域事務所や関連機関を有し、グローバルな課題解決に取り組んでいます。

※UNESCO公式サイトはこちら：<https://www.unesco.org/en>

2.対象学生

広島大学正規課程に在籍している日本人大学院学生（研究科・学年不問）

文部科学省は、教員の人材育成（高等教育を含む）、世界遺産、無形文化遺産、ユネスコエコパーク、ユネスコ世界ジオパーク、創造都市、世界の記憶、水文学、海洋科学、防災・減災等の分野を重点的な推薦分野としています。

3.派遣人数

広島大学からは最大2名まで推薦することができます。（原則として各大学の合格者は1名となりますが、全体の応募者数や調整状況により、2名が派遣される場合があります。）

4.派遣期間

最早の派遣開始は、2027年4月（6か月～最長12か月）

ユネスコによる面接の調整および結果通知までには、一定の期間を要する場合があります。

（参考：2025年度実績 面接実施：2025年2月／結果発表：2025年4月初旬／派遣開始：2025年10月）

5.派遣場所

ユネスコにおいて調整の上提示

応募者は、UNESCO本部および世界各地のUNESCO地域事務局から、希望する派遣先を最大3か所まで選択し提示することができます。地域事務局の一覧については、以下のユネスコ公式サイトをご参照ください：

<https://www.unesco.org/en/fieldoffice>

6.経済支援

候補者は、研修決定後に所属機関を通じて、公益財団法人日本国際教育援協会に奨学金を申請することができます。
月額奨学金：10万円（最長12か月）、留学準備金：15万円（アジア地域）、25万円（アジア以外の地域）。なお、本支援は他の経済的支援を妨げるものではありません。

7.応募締切

2026年10月30日（金）17時（日本時間）

8.応募資格

- (1) 日本国籍を有すること
- (2) 英語又は仏語で円滑なコミュニケーションが可能であること
 - 英語は TOEIC880 点程度の能力を有する者
 - 仏語はヨーロッパ言語共通参照枠（CEFR）B2 程度の能力を有する者
- ※ 上記はあくまで目安であり、これに達しないことをもって推薦を妨げるものではない
- (3) 原則2027年度中（2027年4月～2028年3月）に研修を開始できること
- (4) 原則6か月以上（最長12か月）研修が可能であること
- (5) 原則30歳未満であること（2027年4月1日時点）
- (6) 渡航に必要な査証を確実に取得できること
- (7) 過去に本プログラムの研修生として派遣されていないこと

9.応募方法

下記の提出書類をグローバル化推進グループへメールで提出してください。

kokusai-suisin@office.hiroshima-u.ac.jp

件名は、「グローバルインターンシップ応募（文科省ユネスコ）」としてください。

10.提出書類

提出書類は以下URLよりダウンロードしてください。

[Download the documents here](#)

- 1) インターンシップ申請書および志望理由書（様式1）（日本語及び英語）
- 2) 指導教員の承諾書（様式2）（英語または日本語）
- 3) 候補リスト（別紙1）, Motivation to apply（英語で記入）（別紙2）
- 4) 略歴（CV）（英語で記入）（様式3）
- 5) 英語能力試験の証明書の写し（TOEIC、英検等）
- 6) 「学研災付帯賠償保険責任（学研賠）」の確認書類（保険料支払い領収書写し等）」
- 7) 成績表(英語)

11.選考方法

広島大学で本学の推薦者を選考し、ユネスコに推薦します。その後、ユネスコから研修先の提示があった候補者は、ユネスコによる面接（原則オンライン）を受け決定します。

研修先は、「候補リスト」（別紙1）及び経歴（CV）（様式1）に基づき、ユネスコにおいて調整のうえ提示されます。ユネスコで適切な研修先が無い場合、または候補者がユネスコから提示された研修先を断る場合、当該候補者は「候補者リスト」から除外されます。

12.選考後の手続き

研修契約書の署名、学位証明書（英文）、健康診断書（英文）、その他ユネスコからの依頼に応じて必要書類を提出してください。

13.研修の取消し又は終了

(1) 候補者の推薦時の提出書類の内容に虚偽があることが認められた場合は、研修生としての研修を取り消すことがある。

(3) 研修生が以下のいずれかの事項に該当すると認められた場合は、研修を終了することがある。

ア 上記「応募条件」に掲げる要件のいずれかを満たさなくなった場合

イ 学業不振や素行不良等が顕著である場合又は所属機関で懲戒処分を受けた場合

ウ 業務不振や素行不良等の理由でユネスコにより研修を終了させることが適当と認められた場合

エ 提出書類の内容に虚偽があることが認められた場合

オ その他、研修生としての責務を怠るなど、研修生として適当でないと認められた場合

14.研修期間中・修了時の連絡・報告等

(1) 研修生は、渡航にあたって現地の安全情報に十分注意し、渡航後も随時状況確認ができるよう、所属機関やユネスコと連絡を密にすること。また、研修生の所属機関は、文部科学省国際統括官付と連絡を密にすること。

(2) 研修生の所属機関は、研修の修了時にユネスコから送付された評価報告書を、文部科学省国際統括官付に速やかに共有すること。また、研修生は、研修修了後1か月以内に、紙途定める「研修報告書」を提出すること。

(3) 研修生は、研修期間中及び研修修了後、本プログラム及びユネスコ活動の促進のため、国内でのユネスコ活動（※）や情報発信等の取組へ積極的に参画することが期待される。

※次世代ユネスコ国内委員会や民間のユネスコ活動等



プログラム詳細②

ユネスコ ジャカルタ地域事務所



広島大学

1.概要

UNESCO（国際連合教育科学文化機関）は、教育・科学・文化・コミュニケーションの分野を通じて国際協力を推進する国連専門機関です。1945年に設立され、本部をフランス・パリに置いています。

世界遺産の保護や教育の普及、持続可能な開発の推進など、平和の構築と人類の福祉向上に寄与する活動を展開しています。現在、世界各国に地域事務所や関連機関を有し、グローバルな課題解決に取り組んでいます。

ユネスコジャカルタ事務所（UNESCO Jakarta Office）は、アジア太平洋地域、特に東南アジアにおいて教育・科学・文化・コミュニケーション分野の協力を推進する地域事務所であり、インドネシア・ジャカルタに拠点を置いています。教育の質向上や科学技術の振興、文化遺産の保護、情報アクセスの促進などを通じて地域課題に対応し、持続可能な開発目標（SDGs）の達成に貢献しています。政府や研究機関、地域社会と連携し、防災や環境保全、人材育成などの分野で実践的な取り組みを展開しています。

※ユネスコジャカルタの公式サイトはこちら：<https://www.unesco.org/en/fieldoffice/jakarta>

2.対象学生

広島大学大学院に在籍している正規課程の学生

（※研究科・学年等の詳細は、添付の Terms of Reference をご確認ください）

3.派遣人数

1名

4.業務内容

添付の Terms of Reference をご確認ください。派遣学生の専門性を踏まえた、調整は可能です。

5.派遣期間

2027年3月中旬以降に開始し、派遣期間は6か月以内。6か月を超えない範囲での調整も可能です。

例えば、1-2か月間、オンラインでインターンシップを行い、4-5か月間、現地でインターンシップという調整も可能。

6.派遣場所

インドネシア・ジャカルタ（ユネスコジャカルタ地域事務所）

Sentral Senayan I, 7th Floor, Jalan Asia Afrika No.8, Jakarta 10270

7.経済支援

国際機関側：現地宿舍手配に関する情報提供あり。（宿泊費の支援はない）

大学側：渡航費の全額補助および現地での生活費補助。

8.応募締切

2026年10月30日（金）17時（日本時間）

9.応募資格

（1）海外での業務に強い意欲があり、心身ともに健康であること。

- (2) 申請時・インターンシップ期間を通じて広島大学大学院の正規課程に在籍する者
(インターンシップ期間中に休学している者を除く。)
- (3) 国際的な教育の普及や改善に関連のある研究を行っている者
- (4) ユネスコ憲章の理念を理解し、その活動に貢献する志のある者
- (5) 業務の遂行能力のある者
- (6) 英語能力（業務が遂行可能なレベルの英語能力）、インドネシア語ができると尚良い
(日本語能力は不要)
- (7) 派遣先地域の査証（ビザ）を取得できること。

10.応募方法

下記の提出書類をグローバル化推進グループへメールで提出してください。

kokusai-suisin@office.hiroshima-u.ac.jp

件名は、「グローバルインターンシップ応募（ユネスコ ジャカルタ地域事務所）」としてください。

11.提出書類

提出書類は以下 URL よりダウンロードしてください。

[Download the documents here](#)

- (1) インターンシップ申請書および志望理由書（様式 1）（英語）
- (2) 英語能力試験（保持する場合）証明書の写し
- (3) 指導教員の承諾書（様式 2）（英語または日本語）
- (4) 成績表（英語版）
- (5) 履歴書（自由形式：英語）

12.選考方法

IDEC 国際連携機構の教員による、書類選考と面接審査を実施します。また、ユネスコジャカルタ地域事務所による面接の可能性もあります。

13.スケジュール

2026 年 11 月末；派遣候補者決定（派遣先による面接可能性あり）

海外渡航に関する講義受講（必ず受講すること）、渡航準備開始（査証申請準備、航空券手配、
予防接種、海外旅行保険加入、査証申請等）

2027 年 3 月中旬以降；インターンシップ開始

派遣終了後；インターンシップ成果報告書等の提出、報告会等での発表等



UNESCO Sponsored Traineeship Programme

Terms of Reference

GENERAL INFORMATION

Duration: 6 months

Location: Jakarta, Indonesia

Organizational Unit: UNESCO Regional Office in Jakarta (Indonesia)

Supervisor (name, title):

DESCRIPTION OF THE TRAINEESHIP

Under the overall authority of the Director of the UNESCO Regional Office in Jakarta and the direct supervision of the Chief of Education, the incumbent will provide research, analytical, and operational support for the implementation of the Office's education sector portfolio. This portfolio includes technical support to countries covered by the Office, including Brunei Darussalam, Indonesia, Malaysia, the Philippines, and Timor-Leste, as well as ASEAN regional-level activities in the education sector.

The main duties and responsibilities are as follows:

Research and Analysis:

- Contribute to the design and implementation of research, analytical, and operational work within the education sector. Areas of focus include: (i) trends in government policies and their implementation in Southeast Asia; (ii) activities of major development partners in the region; and (iii) identification and use of relevant data and information to support evidence-based policymaking.

Programme Support:

- Support the drafting of concept notes, meeting minutes, reports, and proposals, incorporating international best practices for country- or regional-level technical assistance in the education sector.
- Assist in organizing meetings and workshops, including agenda preparation and coordination with speakers and participants.
- Support the preparation and implementation of events organized or supported by the Office.
- Provide additional technical and administrative support as requested by the Chief of Education.

The specific focus of duties (e.g. early childhood education, basic education, higher education, technical and vocational education and training, adult education and lifelong learning, non-formal education, informal learning) will be determined, considering the expertise and research interests of the selected trainee.

REQUIRED QUALIFICATIONS

Education:

- Bachelor's degree in education, human development, and/or social and economic development.
- Knowledge of statistics and data analysis for policy-oriented research is an asset.

Subjects:

- Prior experience in research and analytical work in education, human development, and/or social and economic development (including work conducted at universities under academic supervision).
- Experience in assisting with and coordinating multi-country research (including at universities under academic supervision) is an asset.

Language skills:

- Excellent proficiency of English in writing and speaking.

Competencies and skills:

- Proven conceptual and analytical skills
- Strong planning and organizing skills, with the ability to manage multiple deadlines
- Ability to follow up and coordinate independently with minimal supervision
- Proven ability to work efficiently in a dynamic and multicultural team environment
- Excellent coordination and interpersonal skills
- Proven capacity to build and maintain effective partnerships within and outside the team
- Knowledge of education and skills development systems in Southeast Asia is an asset.

LEARNING OBJECTIVES

- Strengthen applied knowledge and skills in the analysis and development of the education sector, aligned with Member States' needs and system requirements in Southeast Asia
- Gain valuable experience within a UN organization specializing in education, while collaborating with diverse experts
- Develop competencies and knowledge in education project management
- Acquire insights into UNESCO's operations in Southeast Asia

プログラム詳細 ③

SEAMEO CECCEP



広島大学

1.概要

Southeast Asian Ministers of Education Organization (SEAMEO・東南アジア教育大臣機構) は、東南アジア11か国の教育大臣が加盟する政府間機構で、教育・科学・文化分野における地域協力を推進しています。同機構の地域センターである SEAMEO CECCEP (Regional Centre for Early Childhood Care Education and Parenting) は、2017年7月に設立され、早期児童期ケア・教育 (ECCE) および親子支援に特化した調査研究、能力開発、政策提言、実践支援を行う国際機関です。

本センターは、「子どもと家庭の幸福を通じて、質の高い教育をすべての子どもに」というビジョンのもと、地域各国政府や国際機関、大学等と連携しながら、ECCE分野の質向上や制度整備に取り組んでいます。今回のインターンシップでは、国際的な教育政策や実践に携わる貴重な経験を通じて、地域・グローバル視点での教育課題に挑戦できます。

※公式サイトはこちら：[SEAMEO CECCEP](https://seameoceccep.org/)

2.対象学生

教育分野に関心を持つ学部生・大学院生（専攻不問）

※日常業務を遂行できる程度の英語力が必要。

3.派遣人数

1 名

4.業務内容

教育関連の政策立案に向けた調査・研究 PJ の補助業務、イベント実施時の企画・開催の支援など。

※担当部署は専門性や希望を踏まえて調整します。

5.派遣期間

2027 年 3 月中旬以降に開始し、派遣期間は 1 か月以上（先方との調整で、最長 4 か月ほど）

6.派遣場所

インドネシア・バンドン

Jl Jayagiri No.63 Lembang, Bandung Barat

7.経済支援

国際機関側：現地宿舍手配に関する支援あり。

大学側：渡航費の全額補助および現地での生活費補助。

8.応募締切

2026 年 10 月 30 日（金）17 時（日本時間）

9.応募資格

(1) 海外での業務に強い意欲があり、心身ともに健康であること。

(2) 申請時およびインターンシップ期間を通じて、広島大学の正規課程に在籍していること。

- (3) 与えられた業務を円滑に遂行する能力を有していること。
- (4) 派遣先地域の査証（ビザ）を取得できること。

10.応募方法

下記の提出書類をグローバル化推進グループへメールで提出してください。

kokusai-suisin@office.hiroshima-u.ac.jp

件名は、「グローバルインターンシップ応募（SEAMEO CECCEP）」としてください。

11.提出書類

提出書類は以下 URL よりダウンロードしてください。

[Download the documents here](#)

- (1) インターンシップ申請書および志望理由書（様式 1）（英語）
- (2) 英語能力試験（保持する場合）証明書の写し
- (3) 指導教員の承諾書（様式 2）（英語または日本語）
- (4) 成績表（英語版）
- (5) 履歴書（自由形式：英語）

12.選考方法

IDEC 国際連携機構の教員による、書類選考と面接審査を実施します。

13.スケジュール

2026 年 11 月末；派遣候補者決定

海外渡航に関する講義受講（必ず受講すること）、渡航準備開始（査証申請準備、航空券手配、
予防接種、海外旅行保険加入、査証申請等）

2027 年 3 月中旬以降；インターンシップ開始

派遣終了後；インターンシップ成果報告書等の提出、報告会等での発表等

2026

**Global Internship (G.echo) Program
(International and Governmental
Organizations Edition)**

**Application Guidelines
(Autumn)**



広島大学

What is the Global Internship (G.ecbo) Program?...

Hiroshima University Global Internship Program is designed to cultivate individuals who can play an active role in the international community by providing opportunities for work experience and daily life in overseas settings such as international organizations, government agencies, and private companies.

Through this program, we aim to help our students acquire practical foreign language skills and develop a global mindset through work experiences in different cultural environments, thereby supporting their future career development.

【Program Offerings】

Program	Host Organization	Number of Positions	Details	Application Deadline
MEXT-UNESCO	Paris Headquarters, etc.	2	See Program Details ① Pages 6-10	Friday, October 30, 2026, 5:00pm(JST)
UNESCO Jakarta	Jakarta, Indonesia	1	See Program Details ② Pages 11-16	
SEAMEO CEECEP	Bandung, Indonesia	1	See Program Details ③ Pages 17-20	

※MEXT: Ministry of Education, Culture, Sports, Science and Technology

※UNESCO : United Nations Educational, Scientific and Cultural Organization

※SEAMEO CEECEP : Southeast Asian Ministers of Education Organization Regional Centre for Early Childhood Care Education and Parenting

【Important Notes】

1. During the internship period, students are fully responsible for managing their own safety and conduct. In addition, enrollment in the university-designated Overseas Travel Insurance, Personal Accident Insurance for Students Pursuing Education and Research, and the Liability Insurance Coupled with the Gakkensai is mandatory. Please carefully read the “Hiroshima University Overseas Travel Risk Management Manual (Student Edition)” available on Momiji. Before departure, all students must attend the mandatory lecture on overseas travel risk management.

Momiji URL <https://momiji.hiroshima-u.ac.jp/momiji-top/learning/risk-kanri.html>

2. Students selected for dispatch are required to arrange and purchase the following items individually and bear the full costs:
 - (1) Premiums for the university-designated overseas travel insurance (approximately 10,000 yen per month)

- (2) Fees for obtaining a passport
- (3) Fees for obtaining any visas required for the placement
- (4) Costs for vaccinations, if necessary
- (5) Any other expenses required for the internship placement

3. Regarding Student Registration Status During the Dispatch Period

If you are selected for this program, please consult with the student support office of your faculty or graduate school in advance and follow their instructions regarding any necessary changes to your student registration status.

4. Regarding Safety Management for Overseas Dispatch

- (1) To enhance safety awareness during the overseas placement, you must attend the pre-departure orientation organized by the university. In addition, please make use of resources such as the “Ministry of Foreign Affairs Overseas Safety Website” to gather information about your destination not only before departure but also throughout your stay.

【Ministry of Foreign Affairs Overseas Safety Website】

<https://www.anzen.mofa.go.jp/>

<https://www.anzen.mofa.go.jp/study/>

- (2) To obtain safety information about your destination, you must register with the Ministry of Foreign Affairs’ Travel Registration Service “Tabi-Regi” before departure. In addition, under the Passport Act, Japanese nationals who will stay outside Japan for more than three months are required to submit a “Residence Registration (Zairyu Todoke)” to the nearest Japanese diplomatic mission. Please complete this procedure promptly after arrival. The information registered in “Tabi-Regi” and the “Residence Registration” will be used for confirming your safety in the event of an emergency at your destination.

【Ministry of Foreign Affairs Travel Registration Services (Tabi-Regi, ORRnet Electronic Residence Registration System)】

<https://www.ezairyu.mofa.go.jp/index.html>

- (3) To ensure your safety during your stay abroad, students dispatched through this program are required to maintain regular contact with their tutor or academic advisor, the student support office of their faculty or graduate school, and the Global Initiatives Group.
- (4) Due to circumstances such as natural disasters or international conditions, internship dispatch may be postponed, cancelled, or have its duration altered. Even during the dispatch period, students may be instructed to return to Japan for these reasons. In all such cases, students are, in principle, responsible for any cancellation fees for already-booked flights and other travel arrangements, as well as any actual expenses related to returning to Japan (including those individually arranged and purchased for travel).

The university makes decisions regarding student overseas dispatch based on the “Overseas Safety Information” issued on the Ministry of Foreign Affairs Overseas Safety Website.

- (5) Prior to departure, we will confirm that you do not plan to engage in any activities during the dispatch period that may fall under “provision of technology” or “export of goods” of

concern under security export (trade) control based on the Foreign Exchange and Foreign Trade Act (FEFTA).

【Security Export Control (Hiroshima University Official Website)】

<https://www.hiroshima-u.ac.jp/iagcc/risk/stc>

- (6) In addition, safety management related to overseas dispatch must follow the guidelines outlined in Hiroshima University's Overseas Travel Risk Management Manual (Student Edition), the Ministry of Foreign Affairs' Overseas Safety Handbook, and other relevant references.

【Overseas Travel Risk Management Manual (Student Edition)】

<https://momiji.hiroshima-u.ac.jp/momiji-top/learning/risk-kanri.html>

【Overseas Safety Handbook (Published by the Ministry of Foreign Affairs)】

<https://www.anzen.mofa.go.jp/pamph/pdf/toranomaki.pdf>

5. Regarding Withdrawal and Related Procedures

- (1) If you must withdraw for unavoidable reasons, you must promptly notify the Global Initiatives Group. As a general rule, any actual costs incurred for canceling arrangements already completed at the time your withdrawal is approved—such as airline tickets (including those arranged or purchased individually for travel)—will be borne by the student.
- (2) If, after the recommendation procedures for dispatch have begun, you no longer meet any of the "Eligibility Requirements," Hiroshima University will cancel both the recommendation to the host organization and the permission for dispatch. In such cases, this will be regarded as a withdrawal, and the procedures outlined in (1) will apply.
- (3) The final decision regarding acceptance for dispatch is made by the host organization. Therefore, even after Hiroshima University has submitted the recommendation, it is possible that the dispatch may be denied. Until you receive formal acceptance from the host organization, do not purchase airline tickets or proceed with enrollment in overseas travel insurance.
- (4) Regarding procedures necessary for travel—such as passport issuance, visa applications, flight arrangements, and enrollment in overseas travel insurance—please proceed responsibly and in a timely manner, taking into consideration the conditions stated in (1) through (3). You must also respond promptly to any inquiries from Hiroshima University or the host organization. If you are unable to obtain a passport or visa and thus cannot travel, the host organization may revoke its acceptance. In such cases, Hiroshima University assumes no responsibility, and this will be regarded as a withdrawal, with the procedures in (1) applying.
- (5) If you withdraw after receiving approval to participate in the internship due to personal circumstances, you will be responsible for any non-refundable expenses (such as accommodation fees).
- (6) If you must return to Japan earlier than planned due to natural disasters, accidents, health emergencies, or other unavoidable circumstances, you must promptly consult with and obtain approval from both the host organization and Hiroshima University.

【Others】

- (1) After the completion of the dispatch, please confirm with your faculty or graduate school whether there will be any issues with returning to Hiroshima University and continuing your studies, particularly with regard to meeting graduation or completion requirements.
- (2) Within one month after the completion of the dispatch, students are required to prepare an Internship Achievement Report and submit it to the Global Initiatives Group. In addition, students must fully cooperate in giving presentations at internship debriefing sessions held on or off campus, responding to surveys and questionnaires related to the program evaluation, supporting students who wish to participate in future internships, and contributing to publicity and outreach activities.
- (3) Students may apply for academic credit for the following courses:
 - Global Internship A (1 credit)
 - Global Internship B (2 credits)
 - Advanced Global Internship (2 credits)

【Contact Information】

- (1) For inquiries regarding the application procedure and credit approval
International Office, Higashi-Hiroshima Campus, Headquarters Building, 6th Floor
e-mail : kokusai-suisin@office.hiroshima-u.ac.jp
Tel : 082-424-6907/7313
- (2) Regarding changes in student registration and graduation/completion requirements
Student Support Office of your respective faculty or graduate school



Program Details ①

MEXT-UNESCO



広島大学

1. Overview

The Ministry of Education, Culture, Sports, Science and Technology (MEXT), through the Japanese National Commission for UNESCO, and the United Nations Educational, Scientific and Cultural Organization (hereinafter “UNESCO”) signed a Memorandum of Understanding in November 2023 to establish a training program aimed at revitalizing UNESCO activities. The agreement promotes opportunities for young people in Japan to participate in training at UNESCO Headquarters and field offices.

This program aims to foster a deeper understanding of UNESCO’s activities, nurture globally competitive human resources—including future staff members of international organizations—through work experience at UNESCO offices, and contribute to regional revitalization by utilizing UNESCO-related initiatives.

[About UNESCO]

UNESCO (the United Nations Educational, Scientific and Cultural Organization) is a specialized agency of the United Nations that promotes international cooperation in the fields of education, science, culture, and communication. Established in 1945, its headquarters are located in Paris, France.

UNESCO engages in activities that contribute to building peace and improving human well-being, such as protecting World Heritage sites, promoting education, and advancing sustainable development. The organization operates regional offices and affiliated institutions around the world and works to address global challenges in a wide range of fields.。

※UNESCO Official Website : <https://www.unesco.org/en>

2. Eligible Students

Hiroshima University Japanese graduate students enrolled in a regular degree program (all graduate schools and academic years are eligible).

MEXT prioritizes the following areas for recommending candidates: teacher training (including higher education), World Heritage, Intangible Cultural Heritage, UNESCO Biosphere Reserves, UNESCO Global Geoparks, Creative Cities, Memory of the World, Hydrology, Ocean science, and Disaster prevention and Risk reduction.

3. Number of Participants

Hiroshima University may recommend up to two candidates. Although, in principle, only one applicant from each university is selected, it is possible that two candidates may be dispatched depending on the total number of applicants and overall coordination.

4. Dispatch Period

The earliest dispatch period starts from April 2027(6 months to a maximum of 12 months)

The coordination of interviews by UNESCO and the notification of results may require a certain amount of time.

(Reference: In the 2025 program cycle, interviews were conducted in February 2025, results were announced in early April 2025, and dispatch began in October 2025.)

5. Dispatch Location

The placement location will be determined and proposed by UNESCO through internal coordination. Applicants may select and indicate up to three preferred placement sites from among UNESCO Headquarters and UNESCO field offices worldwide.

For a list of UNESCO field offices, please refer to the official UNESCO website below.

<https://www.unesco.org/en/fieldoffice>

6. Financial Support

Candidates may apply for a scholarship from the Japan Student Services Organization (JASSO) through their home institution after their training placement has been finalized.

The scholarship includes:

- Monthly stipend: 100,000 yen (for up to 12 months)
- Preparation allowance: 150,000 yen (for placements in Asia) / 250,000 yen (for placements outside Asia)

This financial support does not preclude recipients from receiving other forms of funding.

7. Application Deadline

Friday, Oct 30, 2026, 5:00 p.m. (JST)

8. Eligibility Requirements

(1) Applicants must hold Japanese nationality.

(2) Applicants must be able to communicate effectively in English or French.

For English: Ability equivalent to a TOEIC score of approximately 880.

For French: Ability equivalent to level B2 of the Common European Framework of Reference for Languages (CEFR).

※ These levels serve as general guidelines, and not meeting them does not automatically disqualify an applicant from being recommended.

(3) Applicants must be able to begin the training in principle during the 2027 academic year (between April 2027 and March 2028).

(4) Applicants must be able to participate in the training for at least six months (up to a maximum of twelve months).

- (5) Applicants must be under 30 years of age in principle (as of April 1, 2027).
- (6) Applicants must be able to obtain all visas required for the dispatch without difficulty.
- (7) Applicants must not have previously been dispatched as trainees under this program.

9. How to Apply

Please submit the required documents to the email address below by the application deadline.

Please use the subject line "Global Internship Application (MEXT-UNESCO Jakarta)".

Submission to: International Office kokusai-suisin@office.hiroshima-u.ac.jp

10. Required Documents

Please download the required documents from the URL provided below.

[Download the documents here](#)

Internship Application Form and Statement of Purpose (Form 1) (in English)

- 1) Consent Form from Academic Advisor (Form 2) (in English or Japanese)
- 2) List of Preferred Host Organizations (Appendix 1) and Motivation to Apply (to be completed in English) (Appendix 2)
- 3) Curriculum Vitae (CV) (to be completed in English) (Form 3)
- 4) Copy of an English proficiency test score report (e.g., TOEIC, EIKEN, etc.)
- 5) Verification documents for the Liability Insurance Coupled with the Gakkensai (Gakkenbai) (e.g., copy of payment receipt)
- 6) Official Academic Transcript(in English)

11. Selection Process

Hiroshima University will first conduct an internal selection to determine the candidates to be recommended to UNESCO. Candidates who receive an offer of a potential placement from UNESCO will then undergo an interview conducted by UNESCO (in principle, online), after which the final decision will be made.

The training placement will be proposed by UNESCO based on the List of Preferred Host Organizations (Appendix 1) and the applicant's Curriculum Vitae (CV) (Form 1). If UNESCO determines that no suitable placement is available, or if the candidate declines the placement proposed by UNESCO, the candidate will be removed from the "Candidate List."

12. Procedures After Selection

Please submit the required documents as requested by UNESCO, including the signed training agreement, an official certificate of degree (in English), a medical certificate (in English), and any other documents specified by UNESCO.

13. Cancellation or Termination of the Training

- (1) If it is found that any information contained in the documents submitted at the time of recommendation is false, the trainee's participation in the program may be cancelled.
- (2) The training may be terminated if the trainee is found to fall under any of the following conditions:
 - a. If the trainee no longer meets any of the requirements listed under the "Eligibility Requirements."
 - b. If the trainee demonstrates significant academic underperformance, misconduct, or receives disciplinary action from their home institution.
 - c. If UNESCO determines that it is appropriate to terminate the training due to poor performance, misconduct, or other related reasons.
 - d. If any falsification is found in the submitted documents.
 - e. If the trainee fails to fulfill their responsibilities or is otherwise deemed unsuitable as a participant in the program.

14. Communication and Reporting During and After the Training

- (1) Trainees must pay close attention to local safety information before and during travel, and maintain regular communication with both their home institution and UNESCO to ensure continual monitoring of their situation.

In addition, the trainee's home institution must maintain close communication with the International Affairs Division of MEXT.
- (2) At the completion of the training, the trainee's home institution must promptly share with the International Affairs Division of MEXT the evaluation report sent by UNESCO.

The trainee must also submit the designated Training Report within one month after completing the training.
- (3) During and after the training period, trainees are expected to actively participate in domestic UNESCO-related activities and outreach efforts that contribute to the promotion of this program and UNESCO initiatives.

Examples include: participation in activities organized by the Next-Generation Japanese National Commission for UNESCO and private-sector UNESCO activities.



Program Details ②

UNESCO Jakarta



広島大学

1. Overview

The UNESCO Jakarta Office is a regional office based in Jakarta, Indonesia, that promotes cooperation in the fields of education, science, culture, and communication throughout the Asia-Pacific region, particularly in Southeast Asia. It addresses regional challenges by improving the quality of education, promoting science and technology, protecting cultural heritage, and facilitating access to information, thereby contributing to the achievement of the Sustainable Development Goals (SDGs). In collaboration with governments, research institutions, and local communities, it carries out practical initiatives in areas such as disaster risk reduction, environmental conservation, and human resource development.

※UNESCO Jakarta Website : <https://www.unesco.org/en/fieldoffice/jakarta>

[About UNESCO]

UNESCO (the United Nations Educational, Scientific and Cultural Organization) is a specialized agency of the United Nations that promotes international cooperation in the fields of education, science, culture, and communication. Established in 1945, its headquarters are located in Paris, France.

UNESCO engages in activities that contribute to building peace and improving human well-being, such as protecting World Heritage sites, promoting education, and advancing sustainable development. The organization operates regional offices and affiliated institutions around the world and works to address global challenges in a wide range of fields.。

※UNESCO Official Website : <https://www.unesco.org/en>

2. Eligible Students

Graduate students enrolled in a regular degree program at Hiroshima University
(Please refer to Terms of Reference attached for details regarding graduate schools and academic levels.)

3. Number of Participants

1 student

4. Duties and Responsibilities

Please refer to Terms of Reference attached. It is possible adjust based on the student's expertise

5. Dispatch Period

Beginning from Middle of March 2027 or later, with a maximum duration of 6 months. It is possible adjust within 6 months (e.g. Online internship for 1-2 months, and Internship in Indonesia for 4-5 months)

6. Dispatch Location

UNESCO Jakarta Office, Jakarta, Indonesia

Sentral Senayan I, 7th Floor, Jalan Asia Afrika No.8, Jakarta 10270

7. Financial Support

From the host organization: Providing information for arranging local accommodation(No financial support)

From the university: Full support for travel expenses and financial assistance for living costs at the destination.

8. Application Deadline

Friday, October 30, 2026, 5:00 p.m. (JST)

9. Eligibility Requirements

- ① Applicants must have a strong motivation to work overseas and be in good physical and mental health.
- ② Applicants must be enrolled in a regular graduate program at Hiroshima University at the time of application and throughout the entire internship period (excluding those who take a leave of absence during the internship period).
- ③ Applicants must be engaged in research related to the promotion or improvement of international education.
- ④ Applicants must understand the principles of the UNESCO Constitution and be committed to contributing to its activities.
- ⑤ Applicants must possess the ability to carry out assigned duties.
- ⑥ Applicants must have sufficient English proficiency to perform their work duties. With Indonesian language ability even better. Japanese language is not required.
- ⑦ Applicants must be able to obtain the visa(s) required for the host region.

10. How to Apply

Please submit the required documents to the email address below by the application deadline.

Please use the subject line "Global Internship Application (UNESCO Jakarta)".

Submission to: International Office kokusai-suisin@office.hiroshima-u.ac.jp

11. Required Documents

Please download the required documents from the URL provided below.

[Download the documents here](#)

- ① Internship Application Form and Statement of Purpose (Form 1, in English)
- ② Copy of an English proficiency test score report (if available)
- ③ Consent Form from Academic Advisor (Form 2, in English or Japanese)
- ④ Academic Transcript (English version)
- ⑤ Curriculum Vitae (free format; in English)

12. Selection Process

Document screening and interviews will be conducted by faculty members of the IDECIstitute for International Collaboration. In addition, there is a possibility to have interview with UNESCO Jakarta Office.

13. Schedule

End of November 2026:

- Final selection of candidates

- Mandatory participation in the pre-departure lecture on overseas travel

- Begin travel preparation (visa application procedures, flight arrangements, vaccinations, enrollment in overseas travel insurance, etc.)

From Middle of March 2027 or later:

- Start of the internship

After completion of the dispatch:

- Submission of the Internship Achievement Report and other required documents

- Presentation at debriefing sessions, etc.



UNESCO Sponsored Traineeship Programme

Terms of Reference

GENERAL INFORMATION

Duration: 6 months

Location: Jakarta, Indonesia

Organizational Unit: UNESCO Regional Office in Jakarta (Indonesia)

Supervisor (name, title):

DESCRIPTION OF THE TRAINEESHIP

Under the overall authority of the Director of the UNESCO Regional Office in Jakarta and the direct supervision of the Chief of Education, the incumbent will provide research, analytical, and operational support for the implementation of the Office's education sector portfolio. This portfolio includes technical support to countries covered by the Office, including Brunei Darussalam, Indonesia, Malaysia, the Philippines, and Timor-Leste, as well as ASEAN regional-level activities in the education sector.

The main duties and responsibilities are as follows:

Research and Analysis:

- Contribute to the design and implementation of research, analytical, and operational work within the education sector. Areas of focus include: (i) trends in government policies and their implementation in Southeast Asia; (ii) activities of major development partners in the region; and (iii) identification and use of relevant data and information to support evidence-based policymaking.

Programme Support:

- Support the drafting of concept notes, meeting minutes, reports, and proposals, incorporating international best practices for country- or regional-level technical assistance in the education sector.
- Assist in organizing meetings and workshops, including agenda preparation and coordination with speakers and participants.
- Support the preparation and implementation of events organized or supported by the Office.
- Provide additional technical and administrative support as requested by the Chief of Education.

The specific focus of duties (e.g. early childhood education, basic education, higher education, technical and vocational education and training, adult education and lifelong learning, non-formal education, informal learning) will be determined, considering the expertise and research interests of the selected trainee.

REQUIRED QUALIFICATIONS

Education:

- Bachelor's degree in education, human development, and/or social and economic development.
- Knowledge of statistics and data analysis for policy-oriented research is an asset.

Subjects:

- Prior experience in research and analytical work in education, human development, and/or social and economic development (including work conducted at universities under academic supervision).
- Experience in assisting with and coordinating multi-country research (including at universities under academic supervision) is an asset.

Language skills:

- Excellent proficiency of English in writing and speaking.

Competencies and skills:

- Proven conceptual and analytical skills
- Strong planning and organizing skills, with the ability to manage multiple deadlines
- Ability to follow up and coordinate independently with minimal supervision
- Proven ability to work efficiently in a dynamic and multicultural team environment
- Excellent coordination and interpersonal skills
- Proven capacity to build and maintain effective partnerships within and outside the team
- Knowledge of education and skills development systems in Southeast Asia is an asset.

LEARNING OBJECTIVES

- Strengthen applied knowledge and skills in the analysis and development of the education sector, aligned with Member States' needs and system requirements in Southeast Asia
- Gain valuable experience within a UN organization specializing in education, while collaborating with diverse experts
- Develop competencies and knowledge in education project management
- Acquire insights into UNESCO's operations in Southeast Asia



Program Details ③

SEAMEO CECCEP



広島大学

1. Overview

The Southeast Asian Ministers of Education Organization (SEAMEO) is an intergovernmental organization composed of the Ministers of Education from 11 Southeast Asian countries. SEAMEO promotes regional cooperation in the fields of education, science, and culture. SEAMEO CECCEP (Regional Centre for Early Childhood Care Education and Parenting), one of the SEAMEO regional centers, was established in July 2017. It is an international organization specializing in research, capacity building, policy advocacy, and practical support in the areas of Early Childhood Care and Education (ECCE) and parent-child support.

Guided by its vision of “Quality education for every child through the well-being of children and families,” the Centre works in collaboration with national governments, international organizations, universities, and other stakeholders across the region to improve the quality and institutional frameworks of ECCE.

Through this internship, students will have the opportunity to engage in international education policy and practice, and take on educational challenges from both regional and global perspectives. ※Official Website : [SEAMEO CECCEP](https://www.seameo-eccep.org/)

2. Eligible Students

Undergraduate and graduate students with an interest in the field of education (all majors are welcome).

※A sufficient level of English proficiency is required to perform daily work duties.

3. Number of Participants

1 student

4. Duties and Responsibilities

Support tasks for research and survey projects related to education policy development, assistance with planning and implementing events, and other related activities.

※The specific department will be assigned based on the student's expertise and preferences.

5. Dispatch Period

Beginning from Middle of March 2027 or later, with a minimum duration of one month (Up to approximately four months, depending on coordination with the host organization).

6. Dispatch Location

Bandung, Indonesia

Jl Jayagiri No.63 Lembang, Bandung Barat

7. Financial Support

From the host organization: Support for arranging local accommodation.

From the university: Full support for travel expenses and financial assistance for living costs at the destination.

8. Application Deadline

Friday, October 30, 2026, 5:00pm (JST)

9. Eligibility Requirements

- (1) Applicants must have a strong motivation to work overseas and be in good physical and mental health.
- (2) Applicants must be enrolled in a regular degree program at Hiroshima University at the time of application and throughout the internship period.
- (3) Applicants must possess the ability to carry out assigned duties smoothly and effectively.
- (4) Applicants must be able to obtain the visa(s) required for the host location.

10. Application Procedure

Please submit the required documents to the email address below by the application deadline.

Please use the subject line "Global Internship Application (SEAMEO CECCEP)".

Submission to: International Office kokusai-suisin@office.hiroshima-u.ac.jp

11. Required Documents

Please download the required documents from the URL provided below.

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