

# A Brief Guide for the Result Report

## 1. Submission Deadline

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This report must be submitted within one month after the completion of the subsidized course. If you are unable to comply with the deadline for any particular reason, please consult with the Foundation in advance.

## 2. Method of Submission and Information Desk

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Fill out the required items, sign or affix your seal on the form, and email the Result Report Form to the Foundation (postal submission is also accepted). Please note that all items listed below are mandatory for submission along with the report.

### [Submission Items]

- Result Report Form
- Documents / Materials for All Lectures (PowerPoint files, handouts, etc.)
- Visual Records for All Lectures (Photos of the lecture sessions) \*Video recording is also accepted.

### [Submission to]

***Eurasia Foundation (from Asia)***

**E-mail: [tokyo@eurasia.or.jp](mailto:tokyo@eurasia.or.jp)**

Address: 405 Station Plaza Tower, 2-22-1 Nishi-Nippori, Arakawa-ku, Tokyo 116-0013 Japan

Tel: +81-3-5615-5500

## 3. Important Notes

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### 1) Lecture materials and visual records

Please name the file (lecture material and photo) with the number of lecture and the speaker's name.  
i.e.) 15\_YojiSato.pdf    15\_YojiSato.jpg

### 2) Language to be used

Write in Japanese or English only. Please do not use any other languages including Chinese or Hangul.  
If columns have specification in language (Japanese or English), please fill in the column in the said language only.

### 3) Signature/Seal

Please be sure to sign and/or affix your seal on the first page. Reports without signature (including text signature) or seal will not be accepted.

### 4) If more than 18 lectures were conducted;

If the course consisted of 18 lectures or more, please add a copy of the Excel file and fill in any remaining information.

### 5) The "Specialized Field" in the item No. 4 "List of the Lecturers"

The specialized field (1) and (2) can be filled using the drop-down list.

Please select the "Specialized field (1)" first then move on to the "Specialized field (2)".

The full list is available on the sheet "Specialized Fields (1)&(2)" for your reference.

# Result Report

(concerning the course subsidized by the grant)

Date	
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## 1. Information about the University and the Person Who Prepared the Report

University Name	(English)			Number of year(s) subsidized by the Foundation	
	(Japanese)				
Name	(English)	(Family name)	(Given name)	Signature/Seal	
	(Japanese)	(姓)	(名)		
Job title	(English)				
	(Japanese)				
Research Institute	(English)				
	(Japanese)				
Address of Research Institute	(English)				
	(Japanese)				
TEL (Office)		E-mail (1)			
TEL (Mobile)		E-mail (2)			

## 2. Budget and Expenditures

Grant Amount		+	Balance from the previous year		=	Total Budget	
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Item	Amount	Details		
Travel Expense				
Honorarium				
Miscellaneous		Consumables		
		Printing & Binding		
		Communication & Transport		
		Meeting Cost		
		Wages		
		Others		
Total Expenditure				
Balance		←(Total Budget – Total Expenditure)		

### 3. Details of the Subsidized Course (Actual Syllabus Conducted)

(RG1EN)

Title of the Course	(English)			
	(Japanese)			
Course Duration	/ / - / /	Medium of Language		
Faculty/ Department Targeted	(English)			
	(Japanese)			
The Number of Students Enrolled	(i) Registered:	(ii) For Audit (average):	Course Credit(s)	

Date of Lecture		Lecture Title	Name of Lecturer (Family) (Given)		Research Institute
#1	(English)				
	(Japanese)				
#2	(English)				
	(Japanese)				
#3	(English)				
	(Japanese)				
#4	(English)				
	(Japanese)				
#5	(English)				
	(Japanese)				
#6	(English)				
	(Japanese)				
#7	(English)				
	(Japanese)				
#8	(English)				
	(Japanese)				
#9	(English)				
	(Japanese)				
#10	(English)				
	(Japanese)				
#11	(English)				
	(Japanese)				
#12	(English)				
	(Japanese)				
#13	(English)				
	(Japanese)				
#14	(English)				
	(Japanese)				
#15	(English)				
	(Japanese)				
#16	(English)				
	(Japanese)				
#17	(English)				
	(Japanese)				



	Name of lecturer		Research Institute	Job Title	Current research theme	
	(Family)	(First)			Specialized Field (pull-down)	
(English)						
(Japanese)						
Last Graduated University				E-mail		
(English)						
(Japanese)						
Last Graduated University				E-mail		
(English)						
(Japanese)						
Last Graduated University				E-mail		
(English)						
(Japanese)						
Last Graduated University				E-mail		
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(Japanese)						
Last Graduated University				E-mail		
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(Japanese)						
Last Graduated University				E-mail		
(English)						
(Japanese)						
Last Graduated University				E-mail		
(English)						
(Japanese)						
Last Graduated University				E-mail		
(English)						
(Japanese)						
Last Graduated University				E-mail		

\* Personal information filled in the report will be handled appropriately according to the related laws of Japan and internal regulations of the Foundation.

**5. Various Activities Related to the Course (Pre-approved activities by the foundation only)**

(i) Event Organization(s) e.g. Symposium, etc.

(ii) Publication of Document(s)

(iii) Other

**6. The use of the carried-over balance \*Fill in if applicable**

\*List of specialized fields (to be used for Specialized Field(1)and(2))

Specialized Field(1)	Specialized Field(2)	Specialized Field(1)	Specialized Field(2)
Philosophy	Philosophy/ Ethics	Economics	Economic theory
	Chinese philosophy/ Indian philosophy/ Buddhist studies		Economic doctrine/ Economic thought
	Religious studies		Economic statistics
	History of thought		Economic policy
	Others		Public finance/ Public economy
Art studies	Aesthetics and studies on art		Money/ Finance
	Fine art history		Economic history
	Art at large		Others
	Design		Management
	Others		Commerce
Literature	Japanese literature	Accounting	
	Literature in English	Others	
	European literature	Sociology	
	Chinese literature	Social welfare and social work studies	
	Literature in general	Others	
	Others	Psychology	
Linguistics	Linguistics	Social psychology	
	Japanese linguistics	Educational psychology	
	English linguistics	Clinical psychology	
	Japanese language education	Experimental psychology	
	Foreign language education	Others	
	Others	Education	
History	Historical studies in general	Education	
	Japanese history	Sociology of education	
	History of Asia and Africa	Education on school subjects and activities	
	History of Europe and America	Special needs education	
	Archaeology	Others	
	Others	Informatics	
Geography		Environmental science	
Cultural anthropology	Cultural anthropology	Human life science/ Home economics	
	Folklore/ Ethnography	Social/ Safety system science	
	Others	Health/ Sports science	
Law	Fundamental law	Area studies	
	Public law	Gender	
	International law	Tourism Studies	
	Social law	Science and Engineering	
	Criminal law	Mathematics	
	Civil law	Astronomy	
	New fields of law	Physics	
	Others	Chemistry	
		Engineering	
	Architecture and building engineering		
Politics	Politics	Biology	
	International relations	Agricultural sciences	
	Mass media/ Journalism	Medicine/ Pharmacy	
	Military affairs/ Security	Others	
	Others		