

# Guidelines for the JSUM Fellowship

The Japan Society of Ultrasonics in Medicine

## 1. Objectives

The JSUM Fellowship was established to promote the training of Asian specialists in medical ultrasound at academic and medical institutions in Japan and in the use of medical ultrasound in medical research. Candidates must be members of societies affiliated with AFSUMB, be nominated by their respective societies, and be willing to contribute to the dissemination and improvement of medical ultrasound in Asia, thereby encouraging mutual understanding and scientific cooperation.

## 2. Administration of the Fellowship

The Fellowship will be administered in accordance with the rules accepted at the meeting of the JSUM Administrative Council. They are as follows:

### (1) Responsibilities of JSUM

JSUM will be responsible for the following aspects of research or training of Fellows in Japan:

- Selection of recipients.
- Guarantee of recipients' immigration status during their stay in Japan.
- Donation of a grant for the Fellowship.
- Certification of completion of research or training after the submission of a related report by the recipient.

### (2) Responsibilities of Affiliated Societies

Affiliated societies nominating recipients shall be responsible for the following:

- Guarantee of immigration status of recipients.
- Advise applicants to submit application forms to the JSUM office in Japan before the prescribed deadline and ensure that the following items and information are included: (1) full name of candidate, (2) age, (3) career, (4) current position and specialty, (5) ability of Japanese and/or English language, (6) name of Japanese supervisor issuing letter of confirmation, (7) term of research or training (inception through completion), (8) itinerary after completion of research or training, (9) comments, if any, (10) portrait photograph of candidate, (11) list of publications and other relevant items, (12) a written pledge, (13) evidence of being a member or recommendation/verification by the President or Secretary, and (14) recommendation letter from the supervisor of same institution.

## 3. Institutional Providers of Research Opportunities or Training

National, public, or private institutions in Japan, including universities, colleges, hospitals, and laboratories, to be eligible to accept the candidates, must have a Senior Fellow (SJSUM), a Fellow (FJSUM), or an Engineering Fellow of JSUM (EJSUM) on their staff to train the Fellowship recipients.

## 4. Term and Period of Research or Training

- (1) The term for research or training shall be from one month to six months every one month in principle. However, the maximum duration of research or training is twelve months if desired. In this case, start the research or training by the end of February of the fiscal year concerned.
- (2) The term and period of research or training shall not be changed in principle. However, the International Exchange Committee may decide to terminate the research or training before the end of the period and order to return to the place of residence if the supervisor assesses trainee's learning behavior as inadequate.

## 5. Field of Research or Training

Research and training shall be limited to the field of medical ultrasound.

#### 6. Number of Recipients

Up to three recipients will be accepted during any calendar year.

#### 7. Requirements for Recipients

- (1) Age: Not more than 40 years as of April 1<sup>st</sup> of the training year.
- (2) Career: Recipients must be specialists who have sufficient training and experience in medical ultrasound and who have graduated from a university, college, or institution of an equivalent level.
- (3) Language: Recipients must speak Japanese or English well enough to complete their research or training.
- (4) Evidence of being a member of each affiliated society of AFSUMB (or verification /recommendation letter from secretary/President of each AFSUMB affiliated society).
- (5) Recommendation letter from the supervisor of same institution.
- (6) Certificate of Acceptance: Candidates must obtain a letter confirming provisional acceptance. This letter must be issued by the Japanese supervisor in charge of the accepting institutional department and, further, must submit one copy of this certificate with their original application for a Fellowship.

#### 8. Duties of Recipients

- (1) Recipients must obey Japanese laws during the period of their research or training. They are also expected to cooperate with their instructors and related personnel, and should make every effort to achieve the objectives of the Fellowship.
- (2) At their earliest convenience upon completion of the period of their research or training, recipients should submit a report concerning their research or training achievements to Journal of Medical Ultrasonics, the official journal of JSUM.
- (3) Recipients are obligated to leave Japan to return to their home country immediately upon completion of their research or training, where they should endeavor to contribute to the general improvement of medical ultrasound.

#### 9. Grant

JSUM will grant the maximum of JPY1,200,000 (JPY200,000 per month) to each recipient to cover part of lodging and transportation expenses in Japan. Even if the research or training period exceeds six months, the maximum grant is JPY1,200,000. Any additional expenses must be borne by the recipient.

#### 10. Societies in Charge of Reception and Administration

In Japan: The Japan Society of Ultrasonics in Medicine, Ochanomizu Center Building 6F, 2-23-1 Kanda-awajicho, Chiyoda-ku, Tokyo 101-0063, Japan. Telephone: +81-3-6380-3711. Facsimile: +81-3-5297-3744. E-mail: office@jsum.or.jp

In the recipient's home country: The respective Affiliated Society.

JSUM and the Affiliated Society shall each appoint one individual to oversee the Fellowship and, see that the training or research proceeds smoothly and in a responsible manner. The responsible party in Japan will be a member of the Foreign Affairs Committee of JSUM.

#### 11. Addendum

Any problem or issue not covered in these Guidelines shall be resolved by amicable and mutual discussion between both parties.