

# Fiscal Year 2010

(April 2010 - March 2011)

## AOTS Training Program in Japan

—Training Activities for Human Resource Development—

I. Preface	.....Page 1
II. Application Procedure	.....Pages 2 to 3
III. Schedule of General Orientation Courses	.....Pages 4 to 5
IV. Schedule of Management Training Courses	.....Pages 6 to 8
V. Schedule of the Host Company Briefing Meetings, Screening Committee Meetings and Certificate Awarding Ceremonies	.....Page 9



The Association for Overseas Technical Scholarship (AOTS)

30-1, Senju-azuma 1-chome, Adachi-ku, Tokyo 120-8534, JAPAN

Scholarship Administration Group  
Scholarship Administration Division

TEL: 81-3-3888-8221

FAX: 81-3-3888-8242

URL: <http://www.aots.or.jp>

E-mail: [information@aots.or.jp](mailto:information@aots.or.jp)

# I. Preface

January 2010

The Association for Overseas Technical Scholarship, AOTS for short, was established in 1959 under the approval of the Japanese Ministry of International Trade and Industry (the current Ministry of Economy, Trade and Industry) as the first private organization to provide technical assistance. Since then, under the cooperation between the public and private sectors with Japanese government subsidy such as from the budget of Official Development Assistance (ODA), AOTS has been conducting training programs to help developing countries nurture engineers and managers, thereby contributing to the development of these countries through technical transfer and enhancing mutual understanding and friendly relations between them and Japan.

Although, during the past years, many developing countries in Asia have achieved a remarkable economic development, further technical assistance in human resource development through public-private partnership is strongly required to make such development sustainable as well as to support African and other countries in the world. In this sense, expectations for AOTS still remain high.

This booklet provides information on training courses under the AOTS Training Program in Japan scheduled for fiscal year 2010.

Under the Training Program in Japan, there are two types of training: technical training and management training. Technical training is an integrated training form consisting of an introductory program called the General Orientation Course and specialized technical training conducted at the host company to acquire technical skills, whereas management training is designed to learn management skills and techniques such as business management and production management through lectures, exercises, and factory visits. Management training can be combined with specialized technical training

The General Orientation Course aims to provide participants with Japanese proficiency and the understanding of the Japanese society, industry and culture, which are necessary to smoothly attend the technical training at their host companies. There are three types of General Orientation Course: 13-week (J13W), 6-week (J6W), and 9-day (A9D/9D).

Meanwhile, the Management Training Courses will be offered in different languages for targeting participants in different positions in organizations, and in different subjects such as corporate management, quality management, and workshop improvement, with the focus on management skills and techniques employed by Japanese companies.

Training courses listed in this booklet are those currently scheduled for the next fiscal year. Any additions will be announced on our website.

We hope that the AOTS Training Program in Japan will help many companies and organizations develop human resources in developing countries.

The Association for Overseas Technical Scholarship

## II. Application Procedure

### 1. Training Course Reservation

#### 1) General Orientation Course

- (1) AOTS will begin accepting General Orientation Course reservations for fiscal 2010 by FAX and other means.
- (2) The deadline for reservation for each course is provided in the “Schedule of General Orientation Courses” on page 5.
- (3) Please note that the “Reservation Form for Participation in a Training Course” (hereinafter called the “Reservation Form”) and “Training Schedule (Detailed)” have been revised (the forms can be downloaded from AOTS’s website).
- (4) In line with the revision of the Japanese Immigration Control Act, several items such as “responsible person for daily life” have been added to the Training Schedule (Detailed).
- (5) For inviting trainees from China, the “Training Schedule (Detailed)” (for Chinese trainees), and a document confirming that the service transaction concerned does not require permission or indicating that permission has been obtained for the provision of technology should be submitted at the time of, or as soon as possible after, the submission of the Reservation Form (for Chinese trainees).
- (6) A “Reservation Form” should be submitted for each training plan for the same type of General Orientation Course (J13W, J6W, 9D or A9D) in the same language that starts on the same day. Separate “Reservation Forms” should be prepared for different sending companies. In principle, the “Reservation Form” should be submitted four months before the starting date of the training course concerned.
- (7) After application is closed, AOTS will fax the host company an “Acceptance of Reservation Form” for an application accepted by AOTS. AOTS may sometimes ask the host company to change the timing of the training, the number of participants, etc.
- (8) For companies and organizations applying for the AOTS training scheme for the first time, AOTS will visit their headquarters or offices in order to check the training environment and conditions. In this case, the reservation should be submitted well in advance.

#### 2) Management Training Course

- (1) The opening and closing dates of application for each training course are specified in the “Schedule of Management Training Courses” on page 6 and after.
- (2) The qualifications of participants for the Management Training Course differ according to the training course. Please check that the applicant satisfies the qualifications and send a “Reservation Form” with the “Enquiry into Trainee’s Personal Record and Training Contract” by fax before the closing date of application for the training course concerned.
- (3) After application is closed and the qualifications of applicants and other items are checked, AOTS will fax the host company an “Acceptance of Reservation Form” for an application accepted by AOTS. The number of participants for the same host company or from the same sending company may be limited when necessary.
- (4) Overseas companies and organizations may apply for a Management Training Course directly to AOTS. For details, please contact the Scholarship Administration Group (TEL: 81-3-3888-8214).

**\* If the number of applicants is below the maximum number of participants, applications may be accepted even after the closing date for the General Orientation and Management Courses. Please contact AOTS for details.**

#### 3) Where to submit the Reservation Form:

Scholarship Administration Group, Scholarship Administration Division

TEL: 81-3-3888-8221

FAX: 81-3-3888-8242

## 2. Submission of Application Documents

After receiving the “Acceptance of Reservation,” please prepare the following application documents.

### 1) Documents to be submitted

<Required documents> (Forms can be downloaded from AOTS's website.)

- ① Official application form (with two photographs of the trainee)  
.....to be prepared by the host company
- ② Enquiry into Trainee's Personal Record and Training Contract  
.....to be prepared by the trainee/sending company
- ③ Medical Certificate  
.....to be prepared by a medical institution  
(If the total training period is 30 days or less, a medical check sheet is also acceptable.)
- ④ Training Schedule (Detailed) \*A separate form is available for Chinese trainees.  
.....to be prepared by the host company
- ⑤ Overseas Travel Insurance Consent Form  
.....to be prepared by the trainee
- ⑥ Handling of Personal Information  
.....to be prepared by the trainee/host company

<Supplementary documents> (to be submitted when needed)

- ① Training cost statement  
(Required when the sending company bears part or the total amount of the Contributions.)
- ② Company brochure, documents about corporate history, a copy of the company registration, financial statements (closing statements)  
\*These documents are required when a company uses the AOTS scheme for the first time.  
\*An annual security report can be submitted instead of the last three documents.
- ③ Other documents  
A joint-venture agreement, technical assistance agreement, document indicating the investment ratio to the sending company, documents related to the specialized technical training, pre-training report (for Management Training Courses only) and a copy of the trainee's ID card (for Chinese trainees only)

**Note: Please make copies of the application documents before submitting them to AOTS and retain them because they will not be returned to the company.**

### 2) When to submit the application documents

Considering the time required for AOTS's preliminary screening and the Screening Committee Meeting (please refer to the meeting schedule on page 9), the application documents should be prepared and submitted about two months before the starting date of the training course concerned.

Example: The training course starts on July 21.

The Screening Committee Meeting is on May 27. Then, the application documents should be submitted by May 13.

### 3) Where to submit the application documents:

Scholarship Administration Group, Scholarship Administration Division

TEL: 81-3-3888-8221 FAX: 81-3-3888-8242

\*AOTS is committed to managing and protecting personal information contained in the reservation and official application forms in accordance with our privacy policy. Such personal information will be used only for administrative procedures related to inviting trainees or implementing training programs, and for sending information or notices about AOTS's services and events.

### III. Schedule of General Orientation Courses

#### 1. Outline of the General Orientation Course by Type

[Requirements of participants]

- 1) In principle, trainees should be citizens of developing countries or regions.
- 2) Trainees must be 20 or over and 50 or below years of age and should be healthy enough to undergo intensive training.
- 3) Trainees should be university graduates, or have equivalent academic ability or professional experience, and in managerial, supervisory or leadership posts, or are expected to be in such posts.

Course type	Duration	Intended participants and participants requirements	Contents	Duration of specialized technical training	Total duration of the training
J13W	13 weeks	For trainees requiring sufficient Japanese language ability in their specialized technical training	With the aim of acquiring a high level of Japanese proficiency for living and undergoing training in Japan, trainees will learn about 1500 words, 150 sentence patterns and 300 Chinese characters. They will also deepen their understanding of Japanese society, culture and industry through lectures, company visits and a study tour.	25 days or longer	Within 1 year *Note 2
J6W	6 weeks	For trainees requiring a minimum level of Japanese language ability for living and training in Japan	With the aim of acquiring basic Japanese proficiency, trainees will learn about 800 words, 75 basic sentence patterns, all kana and 100 Chinese characters. They will also deepen their understanding of Japanese society, culture and industry through lectures, company visits and a study tour. (For trainees from countries other than China who do not require the understanding of kana and Chinese characters in their specialized technical training, this course will be flexibly based on the prior application.)		
A9D	9 days	For trainees having a certain level of proficiency in Japanese as defined by AOTS *Note 1	Trainees will deepen their understanding of Japanese society, culture and industry through lectures and company visits.		
9D		When the specialized technical training is done using a language which trainees can understand	Trainees will deepen their understanding of Japanese society, culture and industry through lectures and company visits.	10 days or longer	Within 120 days *Note 2

\* Note 1: Proficiency is judged by the “Chukyu (intermediate-level) Completion Test” in the WBT AOTS Japanese Language Ability Test. The test should be completed online. For details, please contact the following:

Training Support Group      Tel: 81-3-3888-8254      Fax: 81-3-3888-8242  
 E-mail: [jltc@aots.or.jp](mailto:jltc@aots.or.jp)  
 URL: <http://nihongo.aots.or.jp>

\* Note 2: Training should end by March 31, 2011.

## 2. Schedule of General Orientation Courses

### 13-week course (J13W)

Starting date	~	Finishing date	Place	Deadline for reservation
Wed., April 7 2010	~	Tue., July 13	YKC	Available
Wed., May 19	~	Tue., August 17	CKC	Available
Wed., June 16	~	Tue., September 14	KKC	February 16, 2010
Wed., September 8	~	Tue., December 7	YKC	March 8
Wed., October 20	~	Tue., January 25, 2011	CKC	June 20
Wed., November 24	~	Tue., March 1	KKC	July 24

### 6-week course (J6W)

Starting date	~	Finishing date	Place	Deadline for reservation
Wed., April 7, 2010	~	Tue., May 25	YKC	Available
Wed., April 21	~	Tue., June 8	KKC	Available
Wed., May 19	~	Tue., June 29	CKC	Available
Wed., June 2	~	Tue., July 13	YKC	February 2, 2010
Wed., June 16	~	Tue., July 27	KKC	February 16
Wed., July 7	~	Tue., August 17	CKC	March 7
Wed., July 21	~	Tue., August 31	YKC	March 21
Wed., August 4	~	Tue., September 14	KKC	April 4
Wed., August 25	~	Tue., October 5	CKC	April 25
Wed., September 8	~	Tue., October 19	YKC	May 8
Wed., September 29	~	Tue., November 9	KKC	May 29
Wed., October 20	~	Tue., November 30	CKC	June 20
Wed., October 27	~	Tue., December 7	YKC	June 27
Wed., November 24	~	Tue., January 11, 2011	KKC	July 24
Wed., December 8	~	Tue., January 25	CKC	August 8
Wed., December 15	~	Tue., February 1	YKC	August 15
Wed., January 19	~	Tue., March 1	KKC	September 19

### 9-day course (A9D & 9D)

Starting date	~	Finishing date	Place	Deadline for reservation
Wed., April 7, 2010	~	Thu., April 15	TKC	Available
Wed., May 12	~	Thu., May 20	TKC	Available
Wed., June 9	~	Thu., June 17	YKC	February 9, 2010
Wed., July 7	~	Thu., July 15	TKC	March 7
Wed., September 1	~	Thu., September 9	CKC	May 1
Wed., September 29	~	Thu., October 7	TKC	May 29
Wed., October 13	~	Thu., October 21	KKC	June 13
Wed., November 10	~	Thu., November 18	YKC	July 10
Wed., November 24	~	Thu., December 2	TKC	July 24
Tue., December 14	~	Wed., December 22	CKC	August 14
Wed., January 12, 2011	~	Thu., January 20	TKC	September 12
Wed., January 26	~	Thu., February 3	CKC	September 26
Wed., February 9	~	Thu., February 17	CKC	October 9
Wed., February 23	~	Thu., March 3	YKC	October 23
Wed., March 2	~	Thu., March 10	CKC	November 2

TKC: Tokyo Kenshu Center    YKC: Yokohama Kenshu Center  
 KKC: Kansai Kenshu Center    CKC: Chubu Kenshu Center

#### Note

- 1) In principle, there is no official program on Sundays, nor at the end or at the beginning of the year.
- 2) The schedule above, including the starting date or place of the course, is subject to change.  
 Any changes will be announced on AOTS's website as well as by other means.
- 3) Some courses may be added to the schedule above. Please contact the Scholarship Administration Group for details.
- 4) Courses that include Golden Week holidays or the year-end and New Year holidays have an extra week.

## IV. Schedule of Management Training Courses

### 1. Courses in English (for all developing countries and regions)

Month	Subject	Course Title (abbreviation)	Objective	Intended Participants	Period		Opening Date of Application		Place
							Opening Date of Application	Closing Date of Application	
May	Quality Management	The Program for Quality Management (PQM)	Enhancement of ability to promote quality management	Senior managers promoting quality management and engaged in quality improvement*	Wed., 12th - Tue., 25th May 2010	2W	25th Jan. 2010	22nd Mar. 2010	TKC
	Production Management	The Practical Improvement Program for Factories (PIPF)	Understanding of factory management techniques that generate greater profits in factories	Middle to Senior Managers, supervisors, and engineers engaged in factory-wide management at manufacturing companies*	Wed., 26th May - Tue., 8th June 2010	2W	25th Jan. 2010	22nd Mar. 2010	KKC
Jun.	Organization	The Training Course on Solving Human & Organizational Problems (SHOP)	Enhancement of teamwork and leadership skills in solving human- and organization-related problem at companies	Managers and supervisors of organizations	Wed., 2nd - Tue., 22nd June 2010	3W	25th Jan. 2010	22nd Mar. 2010	CKC
	Quality Management	The Program for Quality Management Promotion (PQMP)	Enhancement of ability to promote quality management	Middle to senior managers who are responsible for quality improvement and/or quality management *	Wed., 16th June - Tue., 6th July 2010	3W	25th Jan. 2010	22nd Mar. 2010	YKC
Jul.	Management	The Executive Program on Corporate Management (EPCM)	Enhancement of practical management capabilities	Senior executives*	Mon., 5th - Fri., 16th July 2010	2W	1st Feb. 2010	5th Apr. 2010	TKC
	Production Management	The Production Management Training Course (PMTTC)	Enhancement of comprehensive production management capabilities	Middle managers, supervisors and engineers with work experience in production management*	Mon., 5th - Fri., 30th July 2010	4W	1st Feb. 2010	5th Apr. 2010	CKC
	Management	The Program for Business Innovation by Information Technology (BIIT)	Understanding of how to use information technology (IT) to improve the efficiency and effectiveness of corporate management and create higher value added businesses	Middle to senior managers, executives or owners of a company	Wed., 7th - Tue., 20th July 2010	2W	8th Feb. 2010	5th Apr. 2010	TKC
Aug.	Management	The Program on Design Management (PDM)	Utilize design as management resource strategically by improving their capabilities of design management	Executives, senior managers involved in design management	Wed., 18th - Tue., 31st August 2010	2W	22nd Mar. 2010	24th May. 2010	TKC
	Quality Management	The Program for Quality Problem Solving (PQPS)	Strengthen and improve the problem-solving abilities	Managers or supervisors in the manufacturing industry, who wish to acquire practical knowledge of techniques for improving quality and resolving important problems	Wed., 25th August - Tue., 7th September 2010	2W	22nd Mar. 2010	24th May. 2010	TKC

Aug.	Production Management	The Program for Practical Operations Management (PPOM)	Enhancement of capability to improve operation at production site	Primary to Middle managers at production sites	Wed., 25th August - Tue., 14th September 2010	3W	22nd Mar. 2010 24th May 2010	YKC
Sep.	Quality Management	The Training Course on Practical Solution of Quality-Related Problems (SPQP)	Enhancement of basic abilities to solve quality problems	Managers and supervisors who wish to learn basic problem-solving methods for quality-related problems	Wed., 1st - Tue., 14th September 2010	2W	5th Apr. 2010 7th Jun. 2010	KKC
	Quality Management	The Executive Program on Quality Management (EPQM)	Enhancement of quality-oriented management capability	Owners who are at the center of management or top executives who are responsible for quality development and quality management throughout the organization.	Mon., 13th - Sat., 18th September 2010	6D	5th Apr. 2010 7th Jun. 2010	TKC
Feb.	Quality Management	The Quality Control Training Course (QCTC)	Enhancement of TQM promotion capabilities	Managers and/or staff who are responsible for the promotion of TQM/quality control activities at manufacturing companies, with a basic knowledge of the seven QC tools	Wed., 23rd Feb. - Tue., 15th March 2011	3W	23rd Aug. 2010 25th Oct. 2010	KKC
Mar.	Management	The Leadership Program for Executives (EPLD)	Show various leadership styles employed in Japan and enable participants to establish their own leadership styles to realize sustainable development of their companies/organizations	Executives or owners of a company or organization	Wed., 9th - Tue. 22nd March 2011	2W	4th Oct. 2010 6th Dec. 2010	TKC

## 2. Courses in English (for India)

Month	Subject	Course Title (abbreviation)	Objective	Intended Participants	Period	Opening Date of Application Closing Date of Application	Place
Sep.	Production Management	The Program on Production Management for Facilitators in India (INPM)	Enhancement of facilitator skills to promote improvement activities at production sites	Middle to senior managers engaged in production/factory management at manufacturing companies*	Wed., 29th - September - Tue., 12th October 2010	2W 19th Apr. 2010 21st Jun. 2010	TKC

## 3. Courses in Indonesian (for Indonesia)

Month	Subject	Course Title (abbreviation)	Objective	Intended Participants	Period	Opening Date of Application Closing Date of Application	Place
Jun.	Organization	The Leadership Development Program for Indonesia (IDLD)	Enhancement of leadership to revitalize organizations	Supervisors and managers responsible for the education and training of subordinates in the workplace	Wed., 23rd June. - Tue., 6th July 2010	2W 25th Jan. 2010 29th Mar. 2010	KKC

Oct.	Quality Management	The Program on Quality Control for Indonesia (IDQC)	Enhancement of quality control and improvement capabilities	Managers and supervisors engaged in the promotion of quality control at manufacturing companies*	Wed., 20th October - Tue., 2nd November 2010	2W	17th May 2010 19th July 2010	YKC
Jan.	Production Management	The Program on Production and Operation Management for <i>Kaizen</i> Leaders in Indonesia (IDPM)	Enhancement of leadership to promote company-wide <i>Kaizen</i> (improvement) activities	Middle to senior managers responsible for promotion of company-wide <i>Kaizen</i> (improvement) activities at manufacturing companies*	Mon., 17th - Fri., 28th January 2011	2W	23rd Aug. 2010 25th Oct. 2010	YKC

#### 4. Courses in Vietnamese (for Vietnam)

Month	Subject	Course Title (abbreviation)	Objective	Intended Participants	Period		Opening Date of Application Closing Date of Application	Place
May	Quality Management	The Program on Quality Control for Vietnam (VNQC)	Enhancement of ability to build quality into processes	Managers and supervisors engaged in quality-related activities at manufacturing companies	Thu., 27th May - Wed., 9th July 2010	2W	25th Jan. 2010 22nd Mar. 2010	YKC
Jul.	Production Management	The Program on Factory Management for Vietnam (VNFM)	Enhancement of factory management ability	Middle to senior managers and senior engineers engaged in production/factory management at manufacturing companies*	Wed., 21st July - Tue., 3rd August 2010	2W	2nd Feb. 2010 26th Apr. 2010	KKC

#### 5. Courses in Chinese (for China)

Month	Subject	Course Title (abbreviation)	Objective	Intended Participants	Period		Opening Date of Application Closing Date of Application	Place
Jul.	Logistics Management	The Program on Logistics Management for China (CNLM)	Understanding of environmental conscious logistics and enhancement of comprehensive logistics management ability	Corporate executives and managers responsible for logistics	Wed., 7th - Tue., 20th July 2010	2W	8th Feb. 2010 5th Apr. 2010	YKC

Additional programs and any changes to the programs listed here will be updated on AOTS's website.

Basic qualifications of participants for Management Training Courses:

- 1) Participants should be citizens of developing countries or regions.
- 2) Participants should be between 25 and 60 years or 55 years of age (PQM, INPM) or 50 years of age (SHOP) and healthy enough to undergo an intensive training program.
- 3) Participants should have a sufficient working knowledge of the course language to understand lectures, participate in discussions, and make presentations and reports.

\* The respective courses have the additional requirements for the participation; knowledge, experience related to the relevant subject(s). Please refer to the Program Outline of the program concerned.

\*\* Specialized technical training in the relevant field for the participants to improve their management skills can follow the Management Training Course if an application is made by a host company in Japan.

We will not carry out the following programs in FY2010.

The Program on Production and Operation Management for *Kaizen* Leaders in Indonesia

We will carry out two following programs every other year.

The Program on Production and Operation Management for *Kaizen* Leaders in Indonesia

The Program on Production and Operation Management for *Kaizen* Leaders in Thailand

## V. Schedule of the Host Company Briefing Meetings, Screening Committee Meetings and Certificate Awarding Ceremonies

Date	Host Company Briefing Meetings (Time: 13:30) (Tuesday)		Screening Committee Meetings (Thursday)		Certificate Awarding Ceremonies (Time: 15:00) (Thursday)	
Jan. 2010	-	19	14	28	—	21
February	2	16	10 (Wed.)	25	4	18
March	2	16	11	25	4	18
April	13	27	8	22	—	15
May	—	18	13	27	—	20
June	15	29	10	24	3	17
July	13	27	8	22	1	15
August	—	24	5	19	—	26
September	7	28	2	16	9	22 (Wed.)
October	12	26	7	21	14	28
November	9	30	4	18	11	25
December	14	-	9	22 (Wed.)	9	22 (Wed.)
Jan.2011	—	18	13	27	-	20
February	—	-	10 (Wed.)	-	3	17
March	—	-	—	-	3	17

Note

- 1) Host company briefing meetings are held at Tokyo Kenshu Center. If you plan to invite overseas trainees and wish to attend a meeting, please contact the Scholarship Administration Group (Tel: 81-3-3888-8221).
- 2) In principle, certificate awarding ceremonies are held at Tokyo Kenshu Center, but they can also be held at other AOTS training centers, Yokohama, Kansai and Chubu, upon your request.  
Please contact the Training Support Group (Tel: 81-3-3888-8254).



## Inquiries:

---

### ◆ Head Office

Scholarship Administration Department,  
Scholarship Administration Division  
30-1, Senju-azuma 1-chome, Adachi-ku,  
Tokyo 120-8534  
TEL: 81-3-3888-8221 FAX: 81-3-3888-8242  
E-mail: information@aots.or.jp

---

### ◆ Overseas Offices

#### •AOTS Beijing Office [CHINA]

Beijing Fortune Bldg. Rm.703, 5-hao,  
Dong-Sanhuan Bei-lu, Chaoyang-qu  
Beijing 100004, China  
北京市朝陽區東三環北路5號  
北京發展大廈703室 郵政編碼 100004  
TEL: 86-10-6590-8265~66 FAX: 86-10-6590-8267  
E-mail: info@aotsbj.org.cn

#### •AOTS Jakarta Office [INDONESIA]

6th Floor, Summitmas I,  
Jalan Jend. Sudirman, Kav. 61-62,  
Jakarta, 12190, Indonesia  
TEL: 62-21-522-6776~6777  
FAX: 62-21-522-6661  
E-mail: aotsjkt@aots.or.id

#### •AOTS Manila Office [PHILLIPPINES]

18F, Pacific Star Building,  
Sen. G. Puyat Ave. cor. Makati Ave.  
Makati City Phillipines 1200  
TEL: 63-2-856-1690 / 1691  
FAX: 63-2-856-1692  
E-mail: aots@oldtdsl.net

#### •AOTS Bangkok Office [THAILAND]

14th Fl. SSP Tower 3, 88 Silom Road,  
Suriyawong, Bangruk,  
Bangkok 10500, Thailand  
TEL: 66-2-238-5233~34,  
66-2-268-0784  
FAX: 66-2-634-1200  
E-mail: aots@loxinfo.co.th

#### •AOTS New Delhi Office [INDIA]

Flat No. 1307, 13th Flr., Gopaldas Bhawan,  
28 Barakhamba Road,  
New Delhi 110001, India  
TEL: 91-11-2370-4122, 4124~25  
FAX: 91-11-23704123  
E-mail: contact@aotsindia.com

#### •AOTS Hanoi Office [VIETNAM]

6F-04, Prime Center, 53 Quang Trung St.,  
Hai Ba Trung District, Hanoi, Vietnam  
TEL: 84-4-3945-4995  
FAX: 84-4-3945-4996  
E-mail: info@aots.com.vn

The Association for Overseas Technical Scholarship (AOTS)