

## Essay Competition - Frequently Asked Questions

Followings are the major inquiries we have received so far.

We will update this FAQ sometimes as necessary.

### Q1 Is it mandatory to attend the award ceremony if I win?

**A** Yes, all the prize winners are required to attend the award ceremony (scheduled to be held in January 2019).

<Applicant Eligibility >

- 1 . Must be an undergraduate or a graduate international student living in Japan whose status of residence is “Student (Ryu-gaku)”
- 2 . As a general rule, must be a national of a country that sends participants to FALIA seminars.
- 3 . Must still be a college student in Japan when we hold the award ceremony and must be able to attend it.

### Q2 If I win, what procedures will be required?

**A** If you are selected as a nominee for one of the prizes after the selection process, you will be required to submit the following documents for the purpose of verification of your eligibility. (FALIA will directly contact those nominees sometime in Nov. - Dec.)

- Student Registration Certificate (original copy)
- Copy of Residence Card (both sides)
- Declaration Form on “Double Posting” etc.

### Q3 In the application form, why is there an entry field for the information if I had any adviser or professor who supervised my essay?

**A** This is because each prize winner can invite one school official from the winner’s university to the awarding ceremony. In case we find a supervisor’s name filled in the field in the application form, we will invite the supervisor. In case there is no name written in the field, we will invite a professor of your seminar or an official at International Student Office and etc..

If the winner and supervisor attend the ceremony from a distant university, FALIA will cover the domestic travel expenses (e.g. Airline, Shinkansen) and arrange the 1 night accommodation at our expense if needed.

**Q4** I will finish my Ryu-gaku in Japan, and go back home/college in my country in December. Am I still eligible to apply for the competition?

**A** You are required to be enrolled in a college in Japan until the award ceremony (scheduled to be held in January 2019). Therefore, we are afraid that we cannot accept your entry in this case.

**Q5** I'm from Mongolia. Am I eligible to apply even though my country is not listed in the terms and conditions of the essay competition?

**A** Yes, we can accept entries from Mongolian students. The terms and conditions for this essay competition mainly lists the major countries which have sent participants to FALIA seminars\*.

\*FALIA conducts life insurance seminars for individuals from life insurance-related institutions (e.g. life insurance companies, life insurance associations, and insurance authorities).

FALIA aims to make an economic contribution to the developing countries around the world as a key pillar of our activities. We endeavor to further contribute to the sound growth of life insurance business, and strive to disseminate accurate knowledge on life insurance. Based on these goals, we may restrict the countries we accept for the competition.

We received the same inquiry from nationals of the following countries, which we can accept entries from:

Afghanistan, Bangladesh, Brazil, Chili, Colombia, Ghana, Kiribati, Laos, Nepal, Nigeria, Myanmar, Pakistan, Sierra Leone, and Tuvalu

If you are not sure about your case, please inquire us directly.

(FALIA Essay Competition Group : [essay@falia.jp](mailto:essay@falia.jp))

**Q6** Are title/index pages and references included in the word count?

**A** No. The title page, index page and references are not included in the word count.

<Word Limit>

Essay in Japanese...4,000 ~12,000 characters

Essay in English...4,000 ~5,000 words

**Q7 If I use graphs and charts in my essay, are they counted as words?**

- A** No. Graphs and charts are not counted as words. But please be sure that the main focus of your essay shall be the written texts, and the graphs and charts shall be used as supplemental items to support the point of the arguments in your essay.

<Word Limit>

Essay in Japanese...4,000 ~12,000 characters

Essay in English...4,000 ~5,000 words

**Q8 Do I have to indicate sources that I used for my essay?**

- A** Yes, you need to cite and reference properly as Works Cited or Bibliography and referencing footnotes or endnotes. This applies not only to published essays and books, but also to internet sources. FALIA will scan all the entries with our plagiarism checker. (In case your essay is found to be written in inappropriate manner such as plagiarism, it will result in the cancellation and required reimbursement of the prize.) If you are unsure about how to reference, you can check online with “APA style” which is one of the famous writing guidelines.

**Q9 Should the essay have a particular structure with a specific template?**

- A** No. There is no template/format FALIA specifies and so it's up to you. But in case you are not sure about a writing format, you can refer to “APA style” which consists of rules or guidelines for writing.

Also, prior to your submission, we would recommend you to have your essay proofread by a native of Japanese (for your essay in Japanese)/a native of English (for your essay in English) if possible. In that case, please state the proofreader's name in your application form.

**Q10 Is a co-authored essay allowed?**

- A** Yes, it's allowed. But please make sure that all the members in the group fulfil the applicant eligibilities #1 -3 and apply by the application deadline.



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