

- Please prepare a Curriculum Vitae according to the following example.
- The form must be typed on A4/letter-size paper.

## Curriculum Vitae

Name: \_\_\_\_\_ (male or female)

Date of Birth: (day / month / year)

Address:

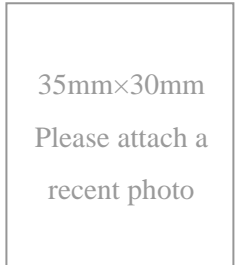
Phone:

E-mail:

Academic title:

Type (Ph.D. etc.) :

Date obtained : (month / year)



Education (start from the undergraduate level) :

Completion date	University/Institution	Degree	Major/Field
03/1995	Kobe University, Japan	BS	Plant Science
03/1997	Kobe University, Japan	MS	Plant Science
03/2000	Kobe University, Japan	Ph.D.	Plant Science

Employment History:

From – To	Department and Institution	Position
04/2000 - 03/2002	Faculty of Agriculture, ***** University, USA	Post Doctoral Fellow
04/2002 - 03/2003	*** Section, ***** Company, USA	Researcher
04/2003 - 09/2010	Graduate School of Agricultural Science, Kobe University, Japan	Assistant Professor
10/2010 - to present	Graduate School of Agricultural Science, Kobe University, Japan	Associate Professor

Awards (please indicate title, organization and year):

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

## **Guideline to make a list of research achievements and academic publications**

The form must be typed on A4/letter-size paper.

Please categorize achievements and publications according to the following criteria:

I. Doctoral Dissertation, II. Academic Publications, III. Research Reports, IV. Patents, V. Research Funds, VI. Academic and Social Activities, and VII. Conference Presentations (only applicants for Assistant Professor).

Each category should be written on a separate sheet (can be more than two pages).

Please write applicant name and page number in the header of the sheet.

The achievements and publications must be listed in chronological order.

Applicant names in the achievements and publications should be underlined.

### I. Doctoral Dissertation

Give a title of the dissertation and a summary (ca. 150 words).

### II. Academic Publications

Classify into three groups: 1. Books, 2. Research Papers, and 3. Reviews.

For major publications (up to ten), brief summaries (ca. 100 words) must be added in the list, and two sets of their reprints (or copies) should be submitted. In the case of a book consisting of many pages, copies of cover and table of contents of the book may be submitted instead of the book.

#### II-1. Books

Write author name(s), book title, chapter title, publisher, total pages, chapter pages, and year.

#### II-2. Research Papers (peer-reviewed papers)

Give author name(s), title, journal full-name, volume, pages, and year.

If the applicant was the corresponding author of the paper, put an asterisk (\*) next to the applicant name.

In addition, put a hash (#) next to the student' name, which the applicant's supervision.

Proofs for approval must be attached for papers “in press” or “accepted”.

Advanced online publications should be listed with DOI numbers.

#### II-3. Reviews

Follow the same style as Research Papers.

### III. Research Reports

Follow the same style as Research Papers. List research reports, such as University Reports, Institution Reports, Proceedings of International Meeting (not abstract), Investigation/Survey Reports, separately.

### IV. Patents

Give inventor name(s), patent title, and patent number (specify application number or publication number).

V. Research Funds (classify into the following types of funds)

- 1) Funds as Principal Investigator
- 2) Funds as Co-investigator

Write project title, funding source/body, amount, and period.

VI. Academic and Social Activities (classify into the following types of activities)

- 1) Academic Activities other than Academic Publications
- 2) Social Activities
- 3) Educational Activities
- 4) Others

VII. Conference Presentations (required only for applicants for Assistant Professor position).

(classify into the following types of conferences)

- 1) International Conference
- 2) Domestic Conference

Write author name(s) (put an asterisk next to the speaker's name), title, conference name, place, and month/year.

For major presentations (up to three), brief summaries (ca. 100 words) can be added in the list.