

Academic Year 2019

**Graduate School of Science
Hokkaido University**

Doctoral Course

(Latter Period of Doctoral Program)

Second Selection

**Guidelines for Application for the
Entrance Examination**

(Admission for International Students Residing in Japan)

November 2018

Notes

Applicants for the Department of Natural History Sciences must submit either TOEFL (iBT or PBT) or TOEIC (only Public Testing) original score sheets.

The copy of score sheet is disapproved.

Based on the application period, check the test schedule of TOEFL and TOEIC respectively.

Those who took an examination on the first selection of the Department of Natural History Sciences (held on August 20 and 21, 2018) and already submitted the score sheets are exempted from submitting them. If you apply to those, tick the appropriate box in the application document. (If you wish, you may submit new score sheets.)

Hokkaido University's Acquisition and Use of Personal Information

- (1) In handling personal information from applicants, Hokkaido University makes every effort to protect this information through appropriate management based on the "Privacy Policy of Hokkaido University" and relevant laws and ordinances such as the "Protection Law for Private Information Held by Independent Administrative Corporations".
- (2) Personal information, such as name, address, etc., provided by the applicant to the university in the process of applying for admission will be used only for 1) assessment of applicants, 2) the announcement of results, 3) enrollment procedures, 4) surveys and research on enrollee selection methods, and 5) business operations pertaining to 1-4.
- (3) Companies commissioned as part of the relevant operations by the University (hereafter called "commissioned companies") may handle personal data. Part or all of the personal information submitted to the University by the applicant will be provided to the commissioned companies, to the extent necessary for them to carry out their commissioned operations.
- (4) After successful applicants are enrolled, personal information they provided on their application forms will be used for 1) educational affairs (such as registration, educational guidance, etc.), 2) student support services (such as health administration, fellowship applications, etc.), 3) career support and 4) business operations related to their tuition fees and other expenses.
- (5) Among the personal information of (4), only name and address may be used to contact from Hokkaido University Frontier Foundation, Hokkaido University Athletic Union, Alumni Association of the School of Science, and Alumni Association Elm of Hokkaido University under safety measure.

November 2018

Graduate School of Science,
Hokkaido University

Admission Requirements for the Graduate School of Science

Applicants must have completed core subjects in the fields of Mathematics, Physics, Chemistry, Biological Sciences, Earth Science, etc., and related specialized subjects. They must also have the ability, character and aptitude to study independently and to rigorously investigate the principles of nature.

General Category and Special Category for Working Applicants

1. Admission Quota

Department	Admission Quota	Website's URL
	April, 2019	
Mathematics	16	http://www.math.sci.hokudai.ac.jp/en/
Condensed Matter Physics	5	http://phys.sci.hokudai.ac.jp/cond-mat/index_eng.html
Cosmosciences	A few students	http://www.ep.sci.hokudai.ac.jp/~cosmo/index-e.htm
Natural History Sciences	12	Earth and Planetary Dynamics / Earth and Planetary System Science / Seismology and Volcanology http://www.sci.hokudai.ac.jp/grp/epsdc/exam/ Biodiversity http://www.sci.hokudai.ac.jp/biodiversity_e/ Science Communication http://sc.sci.hokudai.ac.jp/
Total	About 33	

Notes

- ① For details about each department, please ask directly to departments concerned.
- ② Applicants of the Department of Natural History Sciences must select one of three: 1) Earth and Planetary Science etc. (Earth and Planetary Dynamics / Earth and Planetary System Science / Seismology and Volcanology), 2) Biodiversity, or 3) Science Communication, and tick the appropriate box in the Application Form.
- ③ This admission quota includes a few working and international applicants of each department. Those who wish to enroll while continuing their employment may apply under the Special Category for Working Applicants.
- ④ The department of Mathematics is scheduled to change the admission quota from 2019. (17 doctoral course students → 16 doctoral course students) This plan is subject to change.

2. Eligible Applicants

Applicants must fulfill one of the following criteria.

- (1) Received or are expected to receive a Master's degree or a professional degree (a professional degree as stipulated in Article 5-2 of the Degree Regulations [1953 Education Ministry Ordinance No. 9] in conformity with Article 104, Clause 1, of the School Education Law), prior to admission to the Graduate School.
- (2) Received or are expected to receive a degree equivalent to a Master's degree or a professional degree at an overseas institution, prior to admission to the Graduate School.
- (3) Completed or are expected to complete an overseas distant learning course in Japan and received a degree equivalent to a Master's degree or a professional degree at an overseas institution, prior to admission to the Graduate School.

- (4) Completed or are expected to complete a school education course at an institution in Japan that is recognized by the educational system of an overseas country as having graduate school courses and is designated by the Ministry of Education, Culture, Sports, Science and Technology, and be awarded a Master's degree or a professional degree, prior to admission to the Graduate School.
- (5) Received or are expected to receive, prior to admission to the Graduate School, a degree equivalent to a Master's degree from the United Nations University which was promulgated by the General Assembly of the United Nations on December 11, 1972 and in accordance with the Agreement between Japan and the United Nations concerning the Act on Special Measures Incidental to Enforcement of the Agreement between the United Nations and Japan regarding the Headquarters of the United Nations University [1976, Resolution 72, Article 1, Item 2].
- (6) Completed or are expected to complete a formal education by taking a correspondence course through a non-Japanese university, an educational institution as designated in (4), or the United Nations University; passed an examination or screening equivalent to that specified in the regulations in Article 16-2 in Standards for the Establishment of Graduate Schools; and be recognized by the Graduate School as having reached an academic level equivalent to a Master's degree holder, prior to admission to the Graduate School.
- (7) Designated by the Ministry of Education, Culture, Sports, Science and Technology (Ministry of Education Notification No. 118/1989).
 - ① Engaged in research at a university and/or a research institute for two years or longer after graduation from university, and be recognized by the Graduate School as having reached an academic level equivalent to or higher than that of a Master's degree holder, based on research results.
 - ② Completed a 16-year overseas school education course, or an overseas correspondence course in Japan equivalent to a 16-year school education course in the country concerned, and subsequently engaged in research at a university and/or a research institute for two years or longer, and be recognized by the Graduate School as having reached an academic level equivalent to or higher than that of a Master's degree holder, based on research results.
- (8) Be recognized by the Graduate School as having reached an academic level equal to or higher than that of a Master's degree holder or a professional degree holder, as verified by the individual admission qualification screening, and be at least age 24 before admission to the Graduate School.

3. Pre-assessment of Applicants' Qualifications

Application Period for Pre-assessment: November 29 – December 4, 2018

The Pre-assessment of Applicants' Qualifications is held prior to the application period for the entrance examination. Applicants under (7) or (8) in "2. Eligible Applicants" must apply for this by submitting "5. Application Documents" during the above period.

Applicants who apply for the Pre-assessment of Applicants' Qualifications should not pay the entrance examination fee when they apply for the pre-assessment. They should pay the entrance examination fee after referring to the notes below. The Graduate School Educational Affairs Section is open from 9:00 AM – 4:00 PM, except on Saturdays, Sundays, and national holidays; if you mail the documents, they must be received by the deadline.

Notes:

The pre-assessment application results will be sent to applicants around December 11, 2018, by mail; once their qualifications have been accepted by the pre-assessment, applicants must pay the examination fee, referring to "7. Entrance Examination Fee," and submit the payment certificate by January 10, 2019. If the Educational Affairs Section does not receive the payment certificate during the application period, the application will not be accepted and will be regarded as canceled.

Japanese Government (MEXT) scholarship students, students in the State-Sponsored Scholarship Program of the China Scholarship Council, and students having a Hokkaido University President's Fellowship or a Hokkaido University Special Grant for International Students (including those who are expected to receive these scholarships) are not required to pay the examination fee.

4. Application Period

Application Period: January 4 – January 10, 2019

Applicants under (1) – (6) in “2. Eligible Applicants”

Submit the completed application documents (see “5. Application Documents”) with the payment certificate (E) (see “7. Entrance Examination Fee”) during the application period. Applications will be accepted 9:00 AM – 4:00 PM, except on Saturdays, Sundays, and national holidays. If you mail the application documents, they must be received by the deadline.

5. Application Documents

(1) General Category

* Applicants under (7) or (8) in “2. Eligible Applicants” must submit the following documents during the application period for “3. Pre-assessment of Applicants’ Qualifications.”

* In the following chart, “○” indicates documents that must be submitted; “△” indicates documents that must be submitted for those who fall into the following “Remarks” .

Documents	Applicants		Remarks
	(1) (2) (3) (4) (5) (6)	(7) (8)	
1 Application Form, Resume, Admission Ticket and Photo Card.	○	○	Prescribed. Applicants who have completed a correspondence course offered by an overseas educational institution or an overseas school education course are required to attach Resume B .
2 Research Plan after enrollment.	○	○	Prescribed.
3 Copy of the Master’s thesis.	△		① Only Master’s degree or professional degree holders. ② Applicants who graduated from the Graduate School of Science, Hokkaido University, are not required to submit this document.
4 Summary of research in Master’s Course (in two A-4 or letter-size pages or less).	△		① Only applicants who received or are expected to receive a Master’s degree. ② Applicants for the Department of Mathematics are required to submit a summary of their study and research instead of a summary of research.
5 Summary of research experience and copies of research papers.		○	Discretionary format.
6 Certificate of Research Career.		○	Discretionary format. This is a record of research topics and durations certified by the president of a university, head of a research institute or other organization, or a research supervisor.
7 Official Transcript issued by the last graduate school previously attended.	○	○	① Applicants who graduated from the Master Course in the Graduate School of Science, Hokkaido University, are not required to submit this document. ② Applicants under (6), (7) or (8) in “2. Eligible Applicants” are required to submit a transcript issued by the last academic institution previously attended.
8 Official Certificate of Graduation or Expected Graduation issued by the last graduate school previously attended.	○	○	① Applicants who graduated from the Master’s Course in the Graduate School of Science, Hokkaido University, are not required to submit this document. ② Applicants under (7) or (8) in “2. Eligible Applicants” are required to submit an Official Certificate of Graduation issued by the last academic institution previously attended. ③ Applicants under (6) in “2. Eligible Applicants” are required to submit an Official Certificate of Qualifying Examination.
9 Documents to be submitted to particular departments.	△	△	Refer to “(3) Documents to be Submitted to Particular Departments.”

Documents		Applicants		Remarks
		(1) (2) (3) (4) (5) (6)	(7) (8)	
10	Self-addressed envelope to receive the admission ticket for the entrance examination.	○	○	Prescribed. Write your name and mailing address on an envelope with a 362-yen stamp attached. If you change your address after applying, please notify the Graduate School Educational Affairs Section, Science and Life Science Administration Department, Hokkaido University.
11	Stickers for notification of the application results and for communication purposes.	○	○	Prescribed. Write your name and mailing address on each sticker. If you change your address after applying, please notify the Graduate School Educational Affairs Section, Science and Life Science Administration Department, Hokkaido University.
12	Recommendation letter(s) issued by the president or relevant faculty members of the last academic institution previously attended.	△	△	Discretionary format; A4 size pages Only applicants of the Department of Mathematics, Condensed Matter Physics, and CosmoSciences may submit this (optional).
13	Evidence of English proficiency. (the original score sheets of TOEFL and TOEIC)	△	△	Applicants of the Department of Natural History Sciences must submit. Acceptable score sheets are as follows: 【Department of Natural History Sciences (Earth and Planetary Dynamics / Earth and Planetary System Science / Seismology and Volcanology)】 (1) TOEIC Public Testing 【only Listening & Reading Test】 (The test must have been taken after July 2016) (2) TOEFL-iBT or TOEFL-PBT (The test must have been taken after July 2016) The copy of score sheets are disapproved. TOEFL-ITP, TOEIC-IP and TOEIC-Bridge are not accepted. 【 Department of Natural History Sciences (Biodiversity/ Science Communication)】 (1) TOEIC Public Testing (The test must have been taken after July 2016) (2) TOEFL-iBT or TOEFL-PBT (The test must have been taken after July 2016) The copy of score sheets are disapproved. TOEFL-ITP, TOEIC-IP and TOEIC-Bridge are not accepted. Those who took an examination on the first selection in the Department of Natural History Sciences (held on August 20 and 21, 2018) and already submitted the score sheets are exempted from submitting them. If you apply to those, tick the appropriate box in the application document. (If you wish, you may submit new score sheets.)
14	Self-addressed envelope for notification of the pre-assessment results.		○	Write your name and mailing address on a standard envelope with an 82-yen stamp attached.

(2) Special Category for Working Applicants

* Applicants under (7) or (8) in “2. Eligible Applicants” must submit the following documents during the application period for “3. Pre-assessment of Applicants’ Qualifications.”

* In the following chart, “○” indicates documents that must be submitted; “△” indicates documents that must be submitted for those who fall into the following “Remarks” .

Documents		Applicants		Remarks
		(1) (2) (3) (4) (5) (6)	(7) (8)	
1	Application Form, Resume, Admission Ticket and Photo Card.	○	○	Prescribed. Applicants who have completed a correspondence course offered by an overseas educational institution or an overseas school education course are required to attach Resume B .

Documents		Applicants		Remarks
		(1) (2) (3) (4) (5) (6)	(7) (8)	
2	Certificate of employment issued by a person with authority over personnel administration in the applicant's workplace.	○	○	Discretionary format. Successful applicants are required to submit written consent (to enroll in the Doctoral Course while continuing their employment) issued by this person, so please obtain consent in advance.
3	Research Plan after enrollment.	○	○	Prescribed.
4	Summary of research experience and copies of research papers.	○	○	Discretionary format.
5	Certificate of Research Career.	○	○	Discretionary format. This is a record of research topics and durations certified by the president of a university, head of a research institute or other organization, or a research supervisor.
6	Official Transcript issued by the last academic institution previously attended.	○	○	① Applicants who graduated from the Master Course in the Graduate School of Science, Hokkaido University, are not required to submit this document. ② Applicants under (6), (7) or (8) in "2. Eligible Applicants" are required to submit a transcript issued by the last academic institution (university) previously attended.
7	Official Certificate of Graduation issued by the last academic institution previously attended.	○	○	① Applicants who graduated from the Master Course in the Graduate School of Science, Hokkaido University, are not required to submit this document. ② Applicants under (7) or (8) in "2. Eligible Applicants" are required to submit an Official Certificate of Graduation issued by the last academic institution (university) previously attended. ③ Applicants under (6) in "2. Eligible Applicants" are required to submit an Official Certificate of Qualifying Examination.
8	Documents to be submitted to particular departments.	△	△	Refer to " (3) Documents to be Submitted to Particular Departments."
9	Self-addressed envelope to receive the admission ticket for the entrance examination.	○	○	Prescribed. Write your name and mailing address on an envelope with a 362-yen stamp attached. If you change your address after applying, please notify the Graduate School Educational Affairs Section, Science and Life Science Administration Department, Hokkaido University.
10	Stickers for notification of the application results and for communication purposes.	○	○	Prescribed. Write your name and mailing address on each sticker. If you change your address after applying, please notify the Graduate School Educational Affairs Section, Science and Life Science Administration Department, Hokkaido University.
11	Recommendation letter(s) issued by a person with authority over personnel administration in the applicant's workplace, or by a (prospective) research supervisor at the university, research institute, or other organization concerned.	△	△	Discretionary format; A-4-size pages. Only applicants of the Department of Mathematics, Condensed Matter Physics, and CosmoSciences may submit this (optional).
12	Evidence of English proficiency. (the original score sheets of TOEFL and TOEIC)	△	△	Applicants of the Department of Natural History Sciences must submit. Acceptable score sheets are as follows: 【Department of Natural History Sciences (Earth and Planetary Dynamics / Earth and Planetary System Science / Seismology and Volcanology)】 (1) TOEIC Public Testing 【only Listening & Reading Test】 (The test must have been taken after July 2016) (2) TOEFL-iBT or TOEFL-PBT (The test must have been taken after July 2016) The copy of score sheets are disapproved. TOEFL-ITP, TOEIC-IP and TOEIC-Bridge are not accepted. 【 Department of Natural History Sciences (Biodiversity, Science Communication)】

				<p>(1) TOEIC Public Testing (The test must have been taken after July 2016) (2) TOEFL-iBT or TOEFL-PBT (The test must have been taken after July 2016) The copy of score sheets are disapproved. TOEFL-ITP, TOEIC-IP and TOEIC-Bridge are not accepted.</p> <p>Those who took an examination on the first selection in the Department of Natural History Sciences (held on August 20 and 21, 2018) and already submitted the score sheets are exempted from submitting them. If you apply to those, tick the appropriate box in the application document. (If you wish, you may submit new score sheets.)</p>
13	Self-addressed envelope for notification of the pre-assessment results.		<input type="radio"/>	Write your name and mailing address on a standard envelope with an 82-yen stamp attached.

(3) Documents to be Submitted to Particular Departments

Department		Documents to be submitted	Remarks
Mathematics		1. Reasons for applying (prescribed).	Provide the reasons for applying to this department.
Condensed Matter Physics		None	
Cosmosciences		1. List of preferred laboratories or fields (prescribed).	Select one laboratory you prefer from the List of Supervisors and Research Fields and fill in the laboratory's name.
Natural History Sciences	Earth and Planetary Dynamics	1. List of preferred laboratories or fields (prescribed).	Select the supervisor you prefer from the List of Supervisors and Research Fields and fill in his/her name from the list.
	Earth and Planetary System Science		
	Seismology and Volcanology		
	Biodiversity	1. List of preferred supervisors (prescribed).	Write the names of the supervisors you select.
Science Communication		1. List of preferred laboratories or fields (prescribed). 2. Reasons for applying (prescribed).	

6. Submission of Application Documents

To: Graduate School Educational Affairs Section
Science and Life Science Administration Department
Hokkaido University
Kita-10 Nishi-8, Kita-ku, Sapporo 060-0810, Japan

If you send your application documents by mail, please indicate "Application for Graduate School Enclosed" in red on the envelope and send it by registered mail.

7. Entrance Examination Fee: 30,000 yen

(1) Applicants expecting to complete a Master's Course in the Graduate School of Hokkaido University, Japanese Government* (MEXT) scholarship students, students in the State-Sponsored Scholarship Program of the China Scholarship Council, and students having a Hokkaido University President's Fellowship or a Hokkaido University Special Grant for International Students (including those who are expected to receive these scholarships) are not required to pay the examination fee.

* MEXT scholarship students recommended by universities other than Hokkaido University are required to submit a copy of a letter verifying that they have received this scholarship.

(2) Remit the examination fee to the bank account or post office account designated by this University, using the payment slip for the entrance examination fee which is enclosed with the application forms, and attach the payment certificate to the appropriate section on the application form.

- (3) The examination fee is not refundable except the following cases:
- The applicant has not submitted an application, or the application was rejected after the examination fee was remitted.
 - The applicant paid the examination fee twice by mistake.

8. Screening Method

The Graduate School will assess applicants on the basis of evaluation of their Master's thesis or other equivalent materials (e.g., by interview), knowledge of the specified field, foreign language skills, research plan after enrollment, etc.

The academic skills of applicants under the Special Category for Working Applicants will be judged by evaluation of applicants' research achievements in practice (e.g., by interview), rather than their academic achievements in specified fields or foreign languages.

Besides, the department of Natural History Sciences will assess applicants on the scores of TOEFL or TOEIC in addition to the above.

Based on the application period, check the schedule for TOEFL (iBT or PBT) and TOEIC (only Public Testing) respectively.

9. Date & Time of Examination

<Sapporo Site>

Date & Time of Examination: February 6 – February 7, 2019:

* The Graduate School will send applicants detailed information on the entrance examination.

10. Announcement of Application Results

Successful applicants will be announced on the bulletin board on the ground floor of the Graduate School of Science (large lobby inside north entrance to Building 2) Hokkaido University, around 4:30 PM on February 14, 2019. All applicants will also receive the results by mail.

Also, the examinee's number will be posted on the Web site of the Graduate School of Science, Hokkaido University.

11. Procedures for Enrollment and Payment of Fees*

All successful applicants will be notified how to proceed with enrollment registration.

Enrollment Fee: 282,000 yen (estimated).

* Applicants expecting to complete a Master's Course in the Graduate School of Hokkaido University are not required to pay the enrollment fee.

Tuition Fee: 267,900 yen.

[For the first semester. Total annual tuition fee = 535,800 yen] (estimated).

* Tuition fees are subject to revision at the time of or during your enrollment. In the event of a revision, the revised amounts are immediately applied.

12. Precautions

- (1) Make sure to bring your admission ticket for the entrance examination on the day of examination.
- (2) Changes by applicants in the department to which they apply are not accepted for any reason.
- (3) Please consult with the Graduate School Educational Affairs Section in advance if you will have physical difficulties in taking the examination.

13. Long-term Graduate System

The Long-term Graduate System is an option in the Graduate School of Science. If you wish to take advantage of this system, please apply after referring to "Information on the Long-term Graduate System".

14. Other Information

The admission ticket for the entrance examination will be sent to all applicants around January 18, 2019.

If you have any questions regarding the application procedure, please contact the following:

Graduate School Educational Affairs Section
Science and Life Science Administration Department
Hokkaido University
Kita-10 Nishi-8 Kita-ku, Sapporo 060-0810, Japan
E-mail: r-gakuin@sci.hokudai.ac.jp
Graduate School of Science, Hokkaido University
<http://www.sci.hokudai.ac.jp/graduateschool/en/>

Information on the Long-term Graduate System

1. Aims of the Long-term Graduate System

Under the Long-term Graduate System, a student can request an individual review by the graduate school and be accepted to complete a course in a planned manner within a period longer than the regular course term (3 years), for certain reasons such as responsibilities of work, or child and family care.

2. Intended Students

Applicants fulfilling one of the criteria below, who want to set a period of study in advance longer than the regular course term to complete an academic (research) course.

- (1) Have a full-time job in a public office or company (excluding people who are exempt from job duty but receive a salary), or are self-employed.
- (2) Have a part-time job that makes it stressful to engage in full-time academic work.
- (3) Are taking care of children or other family members, which makes it stressful to engage in full-time academic work.
- (4) Are visually impaired, hearing impaired, physically handicapped or other disorder, which are deemed to have serious effects on study over the long term due to the obstacles.

3. Attendance Period

The attendance period for the Long-term Graduate System is up to 6 years, and a student can apply for the system by the year.

Also, students who are permitted to take long-term graduate system can be enrolled for up to 6 years.

Students can also take a temporary leave of absence from school for up to 3 years.

4. Procedures for Applying for Long-term Graduate Status

(1) Application Period

Please submit complete application documents for the Long-term Graduate System and for the entrance examination together.

(2) Required Documents

- ① Application Form for Long-term Graduate System (Form 1).
- ② Research Plan Under Long-term Graduate System (Form 2).
- ③ Documents that prove that an applicant needs to complete an academic course under the Long-term Graduate System (discretionary format).

(3) Announcement of Application Results

The Graduate School individually assesses each application for Long-term Graduate Status, and will notify the results to all the successful applicants of the entrance examination.

5. Annual Tuition Fee

The annual tuition fee is determined by the calculation below for every year of the term.

$$\begin{array}{l} \text{Annual tuition fee as} \\ \text{a Long-term Graduate} \\ \text{Student} \end{array} = \begin{array}{l} \text{Annual tuition fee for} \\ \text{his/her attending year} \end{array} \times \frac{\text{Regular course term (3 years)}}{\text{Period of his/her accepted Long-} \\ \text{term Course (years)}}\end{array}$$

6. Other Information

For the details regarding the Long-term Graduate System and request for application documents, please contact the Graduate School Educational Affairs Section, Science and Life Science Administration Department, Hokkaido University.