

**Academic Year 2019**

**Graduate School of Science  
Hokkaido University**

**Master's Course**

(Former Period of Doctoral Program)

**Second Selection**

**Guidelines for Application for the  
Entrance Examination**

**(Admission for International Students Residing Abroad)**

**November 2018**

## Notes

Applicants of Special Category for International Students must submit certificate that indicate Japanese or English proficiency.

Applicants who have difficulties to submit certificates that indicate Japanese or English proficiency must submit university's transcripts etc. that indicate Japanese or English grade.

## **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.

### Special Category for International Students

#### 1. Admission Quota

Department	Admission Quota
	2019 April
Mathematics	A few students
Condensed Matter Physics	
Cosmosciences	
Natural History Sciences	

#### 2. Eligible Applicants

**An applicant must fulfill all of the following criteria.**

- (1) Prior to admission to the Graduate School, completed or are expected to complete a 16-year overseas school education course, or received a degree equivalent to a Bachelor degree from overseas universities or other foreign schools that require more than three years of course work. Institutions should be rated by certified persons from the foreign government or institutions concerned, or satisfy the conditions set by the Ministry of Education, Culture, Sports, Science and Technology about general conditions of the educational research activities. This includes distant-learning degree program completed in Japan offered by an overseas educational institution that shall be recognized as equivalent to a university by a foreign country and designated by preceding item.
- (2) Residing in an overseas country and cannot come to Japan to take the entrance examination.
- (3) Has obtained a recommendation letter attesting to the applicant's competence and scholastic performance from a prospective supervising faculty member in the Graduate School of Science who has agreed to be the applicant's supervisor\* after enrollment.

\* Applicants must contact their prospective supervisor in advance, and after obtaining his/her acceptance, they will receive a password necessary for online application. In addition, applicants must request their prospective supervisor to make their recommendation letter (discretionary format) and ask them to directly submit it to the Educational Affairs Section during the application period.

#### 3. Application Period

◆ **Online application: December 13, 2018 – 5:00 PM JST on December 18, 2018**

\* Note: After online application, applicants must scan all the application documents (see “5. Application Documents”) in PDF format and send them via email by December 18.

Email address: r-gakuin@sci.hokudai.ac.jp

◆ **Deadline for submission of the application documents: 5:00 PM JST on January 10, 2019.**

\* Note: Aside from sending PDF file, applicants must send hard copies of the application documents by registered mail after online application registration. They must be received by the deadline.

#### 4. Application Procedure and Entrance Examination Fee

Applications will be accepted from those who complete the following procedure (①-③) during “3. Application Period.”

① Online Application Registration

- 1) Access the Hokkaido University Internet Application website (<https://e-apply.jp/e/hokudai-sci/>) using the password received from your prospective supervisor.

Notes:

- i. Detailed information on the online application procedure has been posted on the website, so please read the operation procedures and precautions in advance.
  - ii. Applicants should have (or have access to) a printer for printing the application documents, and have an email address capable of receiving notification of registration and payment (not a mobile email address).
- 2) Follow the instructions on the screen and enter the necessary information.
  - 3) After all necessary information has been provided, notification of completion of the registration will be sent to the email address you submitted.

② Payment of the Entrance Examination Fee

Pay the entrance examination fee in accordance with the instructions provided on the payment procedures screen shown after you complete the online application registration process. Use one of the following methods to make the payment. (Required information and procedures differ depending on the payment method you choose). Please follow the instructions on the screen.

Entrance Examination Fee: 30,000 yen

I. Credit card.

II. Pay-easy (bank ATM, Japan Post bank ATM, or online banking), convenience store, Japan Net Bank, or eBank.

III. ChinaPay (online payment service offered by China UnionPay).

Notes:

- i. Along with entrance examination fee, please note about 500 yen will be added as a handling charge.
  - ii. 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 (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.
- iii. The examination fee is not refundable except the following cases:
    - The applicant has not submitted an application, or the application was rejected after the application fee was remitted.
    - The applicant paid the examination fee twice by mistake.

③ Submission of Application Documents

- 1) Print the application form and resume that were generated after you completed of the online application registration process and send them along with all other necessary documents (see “5. Application Documents”) in an envelope; affix one of the address labels (printed with the application form and resume) to the envelope, and send it by registered mail (It must be received by the deadline.). Please note that the application documents will not be returned once submitted.

**To: Graduate School Educational Affairs Section**

**Science and Life Science Administration Department**

**Hokkaido University**

**Kita-10 Nishi-8, Kita-ku, Sapporo 060-0810, Japan**

- 2) The application is considered complete once all documents are received by the Graduate School. Please note that completion of the online application registration alone does not constitute completion of the application procedure.
  - Applications received after the application period will not be accepted, so be sure to leave enough time for postal delivery.

## 5. Application Documents

Documents		Remarks
1	Application Form and Resume.	Print the application form and resume that were generated after completion of the online application registration process and submit them (print on A-4 size pages).
2	Photograph (for Resume)	One photograph (4cm×3cm)
3	Official Transcript issued by the last academic institution previously attended.	Applicants may also attach recommendation letters from faculty members at academic institutions previously attended.
4	Certificate detailing Japanese or English proficiency.	Applicants who have difficulties to submit certificates that indicate Japanese or English proficiency must submit university's transcript etc. that indicate Japanese or English grade.
5	Official Certificate of Graduation or Expected Graduation issued by the last academic institution previously attended.	
6	Copy of Passport	Submit a copy of the page of your passport with your name on it.
7	Documents to be submitted to particular departments	Applicants of the division of the Earth and Planetary Dynamics or Earth and Planetary System Science or Seismology and Volcanology in the Department of Natural History Sciences, must submit "Research Plan after enrollment" (prescribed).  [Prescribed] Print the form that were generated after completion of the online application registration process and submit it. (print on A-4 size pages)
8	Other documents that a prospective supervisor requests.	

## 6. Screening Method

The Graduate School will assess applicants on the basis of their application form, resume, official transcript of the last academic institution previously attended, recommendation letter from the prospective supervisor, and all other documents submitted.

## 7. 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.

## 8. 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).

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.

## 9. 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”.

**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 (2 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 4 years, and a student can apply for the system by the year.

Once the application is accepted, the student can attend school for up to the accepted period, with the possibility of an additional 2 years.

Students can also take a temporary leave of absence from school for up to 2 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.

$$\text{Annual tuition fee as a Long-term Graduate Student} = \text{Annual tuition fee for his/her attending year} \times \frac{\text{Regular course term (2 years)}}{\text{Period of his/her accepted Long-term Course (years)}}$$

### 6. Other Information

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