

**Academic Year 2020**

**Graduate School of Science  
Hokkaido University  
Department of CosmoSciences**

**Doctoral Course**

(Latter Period of Doctoral Program)

**Fall Special Selection**

**Application Guidelines for the  
Entrance Examination**

**(Admission for International Students Residing in Japan)**

**September 2019**

## **Personal Information Management by Hokkaido University**

- (1) In handling personal information obtained from applicants, Hokkaido University makes every effort to protect this information through appropriate management based on the “National University Corporation Hokkaido University Personal Information Management Rules” and the 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) 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 by the University to engage in the relevant operations (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 duties.
- (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 described in (4), only the name and address may be used for contact purposes from Hokkaido University Frontier Foundation, Hokkaido University Athletic Union, Alumni Association of the School of Science, and Alumni Association Elm of Hokkaido University by taking safety measures.

September 2019  
Graduate School of Science  
Hokkaido University

## Admission Requirements at the Graduate School of Science

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

### General Category and Special Category for Working Adults

#### 1. Admission Quota

Department	Admission Quota	Website
	April, 2020	
Cosmosciences	A few students	<a href="https://www.ep.sci.hokudai.ac.jp/~cosmo/index-e.htm">https://www.ep.sci.hokudai.ac.jp/~cosmo/index-e.htm</a>

#### Notes

- ① For more details about the department, please contact the department directly.
- ② Those who wish to enroll while continuing their employment may apply for Special Category for Working Adults.
- ③ The entrance examination for second selection is scheduled in early February.

#### 2. Eligibility

##### Applicants must fulfill one of the following criteria:

- (1) Received or are expected to receive a master's degree or a professional degree (refers to the professional degree stipulated in Article 5-2 of the Degree Regulations (Ordinance of the Ministry of Education, Science and Culture No. 9 of 1953) in accordance with the provisions of Article 104(3) of the School Education Act) prior to admission;
- (2) Received or are expected to receive a degree equivalent to a master's degree or a professional degree at a university outside Japan prior to admission;
- (3) Received or are expected to receive a degree equivalent to a master's degree or a professional degree by completing course subjects through a distance-learning course offered by a school of a foreign country while living in Japan prior to admission;
- (4) Received or are expected to receive a degree equivalent to a master's degree or a professional degree by completing a school education at an institution established in Japan that is recognized by the school education system of a foreign country as an equivalent of the graduate school of that country and is designated separately by the Ministry of Education, Culture, Sports, Science and Technology (MEXT);
- (5) Received or are expected to receive a degree equivalent to a master's degree by completing a course at the United Nations University which was established based on the United Nations General Assembly Resolution of December 11 of 1972, stipulated in Article 1(2) of the Act on Special Measures Concerning the Enforcement of the Agreement between the United Nations and Japan about the Headquarters of the United Nations University (Act No. 72 of 1976); or
- (6) Are recognized as having academic aptitude equivalent or superior to those who hold a master's degree by completing a school education provided by a school of a foreign country, an educational institution designated in (4) above, or the United Nations University, and by passing an examination or screening or equivalent specified in Article 16-2 of the Standards for the Establishment of Graduate Schools.

#### 3. Application Period

**Application Period: October 1 – October 4, 2019**

Applicants who fall under (1) through (6) in “2. Eligibility” must submit “4. Application Documents” together with the payment certificate (see “6. Entrance Examination Fee”) during the application period. Applications will be accepted between 9:00 AM and 4:00 PM, except on Saturdays, Sundays and national

holidays. If you mail the documents, they must be received by the deadline.

#### 4. Application Documents

##### (1) General Category

\* In the following table, “○” indicates documents that must be submitted by all applicants, while “△” indicates documents that must be submitted by those who meet the definition in the “Remarks”.

	Documents	Applicants	Remarks
1	Application Form, Resume, Admission Ticket and Photo Card	○	[Specified form] Applicants who have completed a school education outside Japan or a distance-learning course offered by a foreign educational institution must fill out Resume B.
2	Research Plan after enrollment.	○	Use specified form.
3	Copy of the thesis for master’s degree	△	① Applicable to a master’s or professional degree holder. ② Applicants from the Master's Course in the Graduate School of Science, Hokkaido University are not required to submit this document.
4	Summary of research during the Master’s Course (within two pages in A4-sized paper)	△	Applicable to those who received or are expected to receive a master’s degree.
5	Official transcript issued by the graduate school which an applicant graduated from	○	① Applicants from the Master's Course in the Graduate School of Science, Hokkaido University are not required to submit this document. ② Applicants under (6) in “2. Eligibility” are required to submit a transcript issued by the academic institution or school they graduated most recently.
6	Official certificate of graduation (or expected graduation) issued by the graduate school which an applicant graduated from	○	① Applicants from the Master's Course in the Graduate School of Science, Hokkaido University are not required to submit this document. ② Applicants under (6) in “2. Eligibility” are required to submit a document equivalent to the Qualifying Examination.
7	Documents specified by each department	○	See “(3) Documents Specified by Each Department” below.
8	Self-addressed envelope to receive an admission ticket for entrance examination	○	[Specified envelope] Write your name, mailing address and postal code on an envelope with a 374-yen stamp attached. If you need to change your address afterwards, notify the Graduate School Educational Affairs Section immediately.
9	Stickers to receive application results and to be used for communication purposes	○	[Specified sticker] Write your name, mailing address and postal code on each sticker. If you need to change your address afterwards, notify the Graduate School Educational Affairs Section immediately.
10	Recommendation letter from the president or a faculty member of the most recent academic institution	△	[A4-sized paper in any format]

##### (2) Special Category for Working Adults

\* In the following table, “○” indicates documents that must be submitted by all applicants, while “△” indicates documents that must be submitted by those who meet the definition in the “Remarks”.

Documents		Applicants	Remarks
1	Application Form, Resume, Admission Ticket and Photo Card	○	[Specified form] Applicants who have completed a school education outside Japan or a distance-learning course offered by a foreign educational institution must fill out Resume B.
2	Certificate of employment issued by a person with authority over personnel administration in the applicant's workplace	○	[In any format] Successful applicants will be required to submit a written consent on enrolling in the doctoral course while continuing their employment, issued by the person who has authority over personnel management. All applicants are advised to obtain the consent in advance.
3	Research Plan after enrollment	○	Use specified form.
4	List of research accomplishments and copy of principal research paper	○	In any format.
5	Certificate of Research	○	[In any format] Documents to prove the topic and period of your research issued by the president of a university, head of a research institute or a supervisor.
6	Official transcript issued by the most recent academic institution (university or higher level)	○	① Applicants from the Master's Course in the Graduate School of Science, Hokkaido University are not required to submit this document. ② Applicants under (6) in "2. Eligibility" are required to submit a transcript issued by the academic institution or school they graduated most recently.
7	Official certificate of graduation (or expected graduation) issued by the most recent academic institution (university or higher level)	○	① Applicants from the Master's Course in the Graduate School of Science, Hokkaido University are not required to submit this document. ② Applicants under (6) in "2. Eligibility" are required to submit a document equivalent to the Qualifying Examination.
8	Documents specified by each department	○	See "(3) Documents Specified by Each Department" below.
9	Self-addressed envelope to receive the admission ticket for the entrance examination	○	[Specified envelope] Write your name, mailing address and postal code on the specified envelope with a 374-yen stamp attached. If you need to change your address afterwards, notify the Graduate School Educational Affairs Section immediately.
10	Stickers to receive application results and to be used for communication purposes	○	[Specified sticker] Write your name, mailing address and postal code on each sticker. If you need to change your address afterwards, notify the Graduate School Educational Affairs Section immediately.
11	Recommendation letter from a person with authority over personnel management in the workplace, or by a (prospective) supervisor at the university or research institute	△	[A4-sized paper in any format]

### (3) Documents Specified by Each Department

Department	Documents to be submitted	Remarks
Cosmosciences	List of preferred laboratories or fields (specified form)	Provide the name of one laboratory you wish to choose from the List of Supervisors and Research Fields.

### 5. Where to Submit

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 mark “Application Enclosed” in red on the envelope and send it by express registered mail.

### 6. Entrance Examination Fee: 30,000 yen

- (1) Students who are expected to complete the Master’s Course offered by the graduate schools of Hokkaido University, or who will receive the Japanese Government (MEXT) scholarship\*, the State-Sponsored Scholarship Program of the China Scholarship Council, or the 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 the letter proving that they will receive this scholarship.
- (2) Remit the examination fee through a bank or a post office by using the payment slip for entrance examination fee which is enclosed in the application package, and attach the payment certificate to the appropriate section on the application form.
- (3) The examination fee is not refundable except for the following cases:
  - The applicant has decided not to submit an application after examination fee was remitted, or the application was not accepted.
  - The applicant paid the examination fee twice by mistake.

### 7. Screening Method

The Graduate School of Science will assess applicants based on their master’s thesis or equivalent (through an interview), knowledge on their specified field, foreign language skills, research plan after enrollment and other application documents submitted.

For applicants under the Special Category for Working Adults, academic skills may be judged by their research achievements in practice (through an interview), rather than knowledge on their specified field or foreign language skills.

### 8. Examination Dates

<Sapporo Site>

**Either November 6 or 7 or 8, 2019**

\* The Graduate School of Science will send detailed information on the entrance examination when sending the admission ticket.

### 9. Announcement of Results

Successful applicants will be announced on the bulletin board on the ground floor of the Faculty of Science (north entrance hall of Building 2 (Lower Wing)) Hokkaido University, around 4:30 PM on November 19, 2019. All applicants are notified of the results by mail.

Also, the examinee’s number will be posted on the website of the Graduate School of Science.

## 10. Procedures for Enrollment and Payment of Fees

All successful applicants are notified of the registration procedure at the time of notification of results.

Enrollment Fee: 282,000 yen (estimated)

\* Applicants who are expecting to complete a Master's Course in the graduate schools of Hokkaido University are not required to pay the enrollment fee.

Tuition Fee: 267,900 yen for the first semester (estimated) [Total annual tuition fee = 535,800 yen]

\* If the tuition fee is revised during the period of your enrollment, the revised fee becomes effective immediately.

## 11. Important Notice

- (1) Make sure to bring your admission ticket on the day of examination and put it on your desk.
- (2) After submitting the application documents, applicants are not allowed to change their selection of department for any reason.
- (3) If you need special assistance in taking the examination due to physical difficulties, consult with the Graduate School Educational Affairs Section at the time of application.

## 12. Extending the Period of Registration

It is possible to extend the standard years of study at the Graduate School of Science. Read "Extending the Period of Registration" on page 6, and submit an application if you wish to take advantage of this system.

## 13. Other Information

The admission ticket for the entrance examination will be sent around October 15, 2019 to all applicants whose application document is accepted.

**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 Website**  
<https://www.sci.hokudai.ac.jp/graduateschool/en/>

## Extending the Period of Registration

### 1. Aims

When students under special circumstances such as having a job, etc. (including child and nursing care) have asked for an extension to complete the program for a period exceeding the standard years of study (3 years) with a scheduled plan of study, such scheduled study (hereinafter referred to as "Extended Period of Registration") may be approved after reviewing their application.

### 2. Intended Students

Students who fall under one of the criteria below and for that reason, wish to set the study period longer than the standard period to complete an academic (research) course:

- (1) Have a full-time job in a public office or company (excluding those who are exempt from job duty but receive a salary), or are self-employed;
- (2) Have a part-time job that has a significant influence on the full-time academic work;
- (3) Are taking care of children or other family members, which has a significant influence on the full-time academic work; or
- (4) Are visually impaired, hearing impaired, physically handicapped, etc., which are deemed to have a significant influence on the academic work for an extended period of time.

### 3. Attendance Period

The period approved for the Extended Period of Registration is up to 6 years for the doctor's degree program, and a student can apply for extension by the year. Students who have been approved of Extended Period of Registration may not continue their study beyond 6 years.

Students may take a temporary leave of absence from school for up to 3 years, the same as the students under the standard period of study.

### 4. Application Procedure

#### (1) Application Period

As a general rule, application documents for Extended Period of Registration should be submitted at the time of application for entrance examination.

#### (2) Required Documents

- ① Application Form for Extended Period of Registration (Form 1)
- ② Research Plan Under Extended Period of Registration (Form 2)
- ③ Documents to prove that an applicant needs to apply for Extended Period of Registration

#### (3) Announcement of Results

The Graduate School of Science reviews each application individually and will notify the results to all the successful applicants of the entrance examination.

### 5. Reducing or Extending the Period of Extended Period of Registration

When regarded as necessary, the Graduate School of Science may approve of reducing or extending the Extended Period of Registration only once. The period of reducing the Extended Period of Registration may not exceed the period of adding one year to the standard period of study (3 years).

### 6. Annual Tuition Fee

The tuition fee for students approved to study for an extended period will be calculated by multiplying the annual tuition fee by the number of years equivalent to the standard period of study (3 years), then dividing the resulting amount by the number of years approved for extended study. If the revision is made to the annual tuition fee or the changes to the Extended Period of Registration are approved, the fee will be calculated accordingly. However, the adjustment will not be made to the tuition fee which has already been paid.

Students who are waiting for results of application for Extended Period of Registration must not pay the tuition fee before they receive the official notification of results

### 7. Other Information

For more details about Extended Period of Registration, please contact the Graduate School Educational Affairs Section, Science and Life Science Administration Department, Hokkaido University.