Academic Year 2021

GRADUATE SCHOOL OF ENGINEERING
NAGOYA UNIVERSITY

APPLICATION GUIDELINES FOR INTERNATIONAL STUDENT ADMISSION
TO GRADUATE STUDY PROGRAMS

(BEGINNING in APRIL 2021)

April 2020

Graduate School of Engineering
Nagoya University
Guidelines for Admission to Graduate Study Programs
Graduate School of Engineering, Nagoya University
April 2021

I. MASTER'S PROGRAM (HAKUSHI-ZENKI-KATEI)

1. Eligibility Requirements

Non Japanese citizen (except holders of permanent residence status in Japan) with "College Student" residence status to whom any of the following requirements apply, except for those who passed the entrance examination to the master’s course of Graduate School of Engineering, Nagoya University April 2021 being held in 2020. The applicant is not required to hold "College Student" residence status at the time of application, provided he or she can obtain it by the start of enrollment procedures.

(1) Completion, or expected completion by March 2021, of 16 years of formal education in one's home country or a country other than Japan

(2) Graduation, or expected graduation by March 2021, from a Japanese college or university

(3) Conferment, or expected conferment by March 31, 2021, of a degree equivalent to a bachelor’s degree through attending an overseas university and graduated from a program that requires 3 or more years to complete

(4) Completion of a course of study recognized by the Graduate School of Engineering as at least the equivalent of graduation from a Japanese university

Note: Contacting a faculty member you wish to have as your academic advisor is required prior to submitting an application.

[Preliminary Examination of Eligibility]

The following students are exempted from the preliminary examination. Even the following students, however, those who intend to apply by the eligibility (3) or (4) are subject to preliminary examination:

① Full time or research students who are currently enrolled in the School of Engineering or the Graduate School of Engineering, Nagoya University

② Students who plan to begin study as research students in the School of Engineering or the Graduate School of Engineering in October 2020

All other applicants must submit the following required documents to the Student Affairs Division, Graduate School of Engineering by 16:00 on July 16 for the preliminary examination. Applicants will be notified of the results on August 6.

The deadline for applicants who already possess a college student visa and who are expected to become research students at the School of Engineering or the Graduate School of Engineering, Nagoya University in October 2020, applying by the eligibility (3) or (4) of master’s program is September 17 at 16:00. Such applicants will be notified of the results on October 7 by mail.

Required Documents

1. Application form attached to this booklet
2. Official undergraduate or graduate transcript (academic record) certified by the authority of your graduating university (original copy)
3. Statement of purpose which specifies what you wish to study at the Graduate School (original copy)
   (Note that you must contact in advance a faculty member you wish to have as your academic advisor.)
4. Letter of reference from the president or dean, department head, or a representative of such persons
at the university from which the applicant will graduate or has graduated. If the applicant is currently employed, a letter from the applicant's employer (original copy) (no prescribed form)

5. A certificate of Japanese language proficiency written by the applicant's Japanese language instructor or equivalent person. Applicants who have graduated, or are expecting to graduate from a Japanese university in March 2021 are not required to submit this.

6. Resident certificate (jumin-hyo) (including resident status and period of stay) (original copy) or both sides of copies of Residence Card.
An oversea resident who cannot provide it at the time of application must submit a copy of his/her passport pages with the ID photograph, and submit any of above certificates at the time of enrollment procedure.

2. Academic Departments Offering at Master's Programs

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<th>Departments</th>
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<td>Applied Energy</td>
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3. Application Procedures

All of the application documents must be submitted to:
Student Affairs Division, Graduate School of Engineering, Nagoya University, Furo-cho, Chikusa-ku, Nagoya 464-8603.
Application Period:
From October 26 to October 30, 2020. From 9:00 to 16:00 (except from noon to 1 p.m.).
If submitting by mail, applications must be sent by registered mail and must arrive by October 30 at 16:00.
(Those submitted after the deadline of application are not accepted.)

Documents to be Submitted (must be written in Japanese or English):
(1) Application form attached to this booklet (Applicants who have already submitted a form to the office for the preliminary examination are exempted from this requirement)
(2) Admission slip for the examination and photograph form
(3) A photograph (6 × 4cm) taken within the last 3 months, affixed to the photograph form in (2) above
(4) Diploma or certificate of graduation or expected graduation from the applicant's undergraduate university (original copy) (Applicants who graduated or expect to graduate from School of Engineering, Nagoya University are exempted from this requirement)
(5) Official undergraduate transcript (academic record) from the graduating university (original copy) (Applicants who have already submitted a copy to the office for the preliminary examination, or who graduated or expected to graduate from School of Engineering, Nagoya University are exempted from this requirement)
(6) Resident certificate (jumin-hyo) (including resident status and period of stay) (original copy) or both sides of copies of Residence Card.
An oversea resident who cannot provide it at the time of application must submit a copy of his/her passport pages with the ID photograph, and submit any of above certificates at the time of enrollment procedure.

※ Applicants who have already submitted a form to the office for the preliminary examination are exempted from this requirement.

(7) Applicants currently studying under a Japanese Government (MEXT) Scholarship in a university other than Nagoya University must provide a certificate proving such status (issued by the university at which the student is currently enrolled) (original copy)

(8) Three self-addressed envelopes: one to send an admission slip, one for notification of acceptance or denial of application, and one for notification of enrollment procedures. One envelope (for the admission slip) must have an 84 yen stamp affixed. Those who deliver the application in person only need to bring two envelopes: one for notification of acceptance or denial of application, and one for notification of enrollment procedures.

(9) Receipt and it's copy (attached to this booklet) with your name filled in

(10) Application fee of 30,000 yen (Applicants with a Japanese Government (MEXT) Scholarship do not need to pay the fee.) Enclose the application fee of 30,000 yen as an ordinary postal money order ("futsur’kawase") which can be purchased at a post office. Please note that you must not write anything on the postal money order and cannot enclose cash in the application package.

Note: Applicants may be requested to furnish further information, as required by the Graduate School of Engineering, after the application package has been received by the office.

4. Selection Method

Academic Ability Examinations (Written and Oral) will take place from November 18 to November 20, 2020, between 9:00 and 17:00.

(1) Examination in applicant’s specialized area of study: The purpose of this examination is to determine whether or not the applicant has acquired the necessary foundation of knowledge in the target academic field for study at a master's degree level. Written test questions are provided in both Japanese and English.

(2) Language test: Proficiency in English must be demonstrated. Japanese language proficiency might be tested through language test and oral examination.

Applicants will receive more information from the department office concerning the examination in their specialized area of study and the dates of the examinations.

5. Announcement of Successful Candidates

Notice of acceptance or denial of applications will be notified by mail and successful applicants' examination numbers will be listed on the website of the Graduate School of Engineering, Nagoya University at noon on December 17, 2020.

6. Enrollment Procedures

Successful applicants will be notified of detailed enrollment procedures in early March 2021 by mail.

(1) Registration date: In the Mid-March 2021

(2) Place: Student Affairs Division, Graduate School of Engineering (2nd floor of IB building west)
7. Registration and Tuition Fees

(1) Registration Fee: ¥282,000 (estimate)
   The fee must be paid during the registration period.
   The registration fees are not required from applicants with a Japanese Government (MEXT) Scholarship.

(2) Tuition: ¥267,900 per semester (estimate), ¥535,800 per year (estimate)
   Tuition must be paid by bank transfer each semester.
   The tuition fees are not required from applicants with a Japanese Government (MEXT) Scholarship.
   ※ Once the Enrollment procedure is completed, the paid entrance fee cannot be refunded.
   ※ In the event of a revision in the tuition fees, the new rate will be applied as effective from the date of revision.

8. Additional Information

(1) Applicants with disabilities or other special needs that require reasonable accommodations and adjustments for taking the entrance examination due to their disabilities or other special needs should notify the office indicated in (4) below by October 13, 2020.
   For reasonable accommodations or adjustments while attending Nagoya University, those applicants should notify as well.

(2) No amendments and returned to the documents in the application package and no returns of the documents will be allowed once the package has been received by the Student Affairs Division, regardless of circumstances. The application fee cannot be refunded.

(3) If the address, phone number, or e-mail address written on the application form or reply envelope is changed after application, notify the office indicated in (4) below.

(4) For more information concerning the entrance examinations, contact:
   Student Affairs Division (2nd floor of IB building·west)
   Graduate School of Engineering, Nagoya University
   Furo-cho, Chikusa-ku, Nagoya 464-8603
   Tel: (052) 789-3978 · 3974
   e-mail: eng-admission@adm.nagoya-u.ac.jp

(5) The examination schedule and selection measures may be modified in the event of an outbreak of infectious disease or other unforeseen circumstances. Please check the website regularly for the latest notices, especially in the days preceding the application and examination periods.

   Website of the Graduate School of Engineering
   URL https://www.engg.nagoya-u.ac.jp
   Mobile https://www.engg.nagoya-u.ac.jp/cellular/

9. Handling of Personal Information

Personal information such as address, name, date of birth and so forth shall only be used for admission selection, announcement of successful candidates, enrollment procedures and other related purposes. The acquired personal information will be kept appropriately and shall not be used for any other purpose.

※ All times indicated in the Application guidelines refer to Japan Standard Time (UTC+09).
II. DOCTORAL PROGRAM (HAKUSHI-KOKI-KATEI)

1. Eligibility Requirements

Non Japanese citizen (except holders of permanent residence status in Japan) with "College Student" residence status to whom any of the following requirements apply. The applicant is not required to hold "College Student" residence status at the time of application, provided he or she can obtain it by the start of enrollment procedures.

(1) Has earned a master's degree or professional degree or expects to have earned such degree by March 2021.

(2) Has earned a master's degree or equivalent professional degree, or expects to have earned such degree by March 2021, at the graduate school in a foreign university.

(3) Has earned a master's degree or equivalent professional degree, or expects to have earned such degree by March 2021 by taking correspondence courses in Japan offered by school outside Japan.

(4) Has earned a master's degree or equivalent professional degree, or expects to have earned such degree by March 2021 by completing a course designated by the Minister of Education, Culture, Sports, Science and Technology in an educational institution in Japan recognized as adopting the educational system of a foreign country and having the curriculum of a graduate school in that country.

(5) Has earned a master's degree or equivalent professional degree, or expects to have earned such degree by March 2021 by graduating from the United Nations University established based on the resolution of the United Nations General Assembly in December 11, 1972 stipulated in the Clause 2, Article 1 of 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 (Act No.72 of 1976).

(6) Has been recognized as having achieved at least the academic equivalence of a Master's degree through an educational program of ① a foreign school, ② educational institutions which have the curriculum of a graduate program, or ③ the United Nations University and passing the equivalent examination and screening process as stipulated in the Clause 2, Article 16 of the Standards for the Establishment of Graduate School (Act No. 28, 1974).

(7) Meets either of the following criteria for eligibility specified by the Minister of Education, Culture, Sports, Science and Technology:

(a) Has or will have carried out research in a university or research institute, etc. for two or more years by March 2021 after graduating from university, and is recognized in this Graduate School on the basis of those research accomplishments as having achieved at least the equivalent academic abilities of someone with a master's degree.

(b) Has or will have carried out research in a university or research institute, etc. for two or more years by March 2021 after completing 16 years of course studies overseas, or after completing in Japan 16 years of foreign school course studies by means of correspondence courses conducted by foreign schools, and is recognized by this Graduate School on the basis of those research accomplishments as having achieved at least the equivalent academic abilities of someone with a master's degree.

*Please refer to "Candidates Applying under Eligibility Requirement (7) on page 20

(8) Is aged 24 or above in March 2021 and, through individual admission qualification screening, is recognized by this Graduate School as having achieved at least the equivalent academic abilities of someone with a master's degree.

Note: Contacting a faculty member you wish to have as your academic advisor is required prior to submitting an application.

【Preliminary Examination of Eligibility】

Students currently enrolled in the Graduate School of Engineering, Nagoya University, those registered under the research student program, or those who plan to begin study as research students in the Graduate School of Engineering in October 2020 are not subject to preliminary examination. Even among
these students, however, those who intend to apply by the eligibility (7) or (8) are subject to preliminary examination.

All other applicants must submit the following required documents to the Student Affairs Division, Graduate School of Engineering by 16:00 on July 16 for the preliminary examination. Applicants will be notified of the results on August 6.

The deadline for applicants who already possess a college student visa and who are expected to become research students at the School of Engineering or the Graduate School of Engineering, Nagoya University in October 2020, applying by the eligibility (8) or (9) of master’s program is September 17 at 16:00. Such applicants will be notified of the results on October 7 by mail.

**Required Documents**

1. Application form attached to this booklet
2. Official graduate transcript (academic record) certified by the authority of your graduating university (original copy)
3. Statement of purpose specifying what you wish to study at the Graduate School (Note that you must contact in advance a faculty member you wish to have as your academic advisor.)
4. Letter of reference from the president / dean, the head of the graduate school or a representative of such persons at the university from which the applicant graduated (original copy) (no prescribed form).
5. If the applicant is currently employed, a letter of reference from the applicant’s employer (original copy) (no prescribed form).
6. A certificate of Japanese language proficiency written by the applicant’s Japanese language instructor or equivalent person (original copy). Applicants who have graduated or are expecting to graduate from a Japanese university in March 2021 are not required to submit this.
7. Resident certificate (*jumin-hyo*) (including resident status and period of stay) (original copy) or both sides of copies of Residence Card.

An overseas resident who cannot provide it at the time of application must submit a copy of his/her passport pages with the ID photograph, and submit any of above certificates at the time of enrollment procedure.

### 2. Academic Departments and Offering at Doctoral Programs

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3. Application Procedures

All of the application documents must be submitted to:
Student Affairs Division, Graduate School of Engineering, Nagoya University, Furo-cho, Chikusa-ku, Nagoya 464-8603.

Application Period:
From October 26 to October 30, 2020, from 9:00 to 16:00 (except from noon to 1 p.m.).
If submitting by mail, applications must be sent by registered mail and must arrive by October 30 at 16:00. (Those submitted after the deadline of application are not accepted.)

Documents to be submitted (must be written in Japanese or English):

1. Application form attached to this booklet (Applicants who have already submitted a form to the office for the preliminary examination are exempted from this requirement)
2. Admission slip for the examination and photograph form
3. A photograph (6 cm × 4 cm) taken within the last 3 months, affixed to the photograph form in (2) above
4. Certification that the applicant has been (or will be) awarded a master's degree or equivalent (original copy) (Applicants who have been (or will be) awarded a master degree from Graduate School of Engineering, Nagoya University are exempted from this requirement)
5. Official graduate transcript (academic record) from the graduating university (original copy) (Applicants who have already submitted a copy to the office for the preliminary examination are exempted from this requirement, or who have been (or will be) awarded a master degree from Graduate School of Engineering, Nagoya University are exempted from this requirement)
6. Resident certificate (jumin-hyo) (including resident status and period of stay) (original copy) or both sides of copies of Residence Card. An overseas resident who cannot provide it at the time of application must submit a copy of his/her passport pages with the ID photograph, and submit any of above certificates at the time of admission procedure. ※ Applicants who have already submitted a form to the office for the preliminary examination are exempted from this requirement.
7. Applicants currently studying under a Japanese Government (MEXT) Scholarship in a university other than Nagoya University must provide a certificate proving such status (issued by the university at which the student is currently enrolled) (original copy)
8. Summary of the applicant's master's thesis or research work undertaken during his or her master's program
9. Three self-addressed envelopes: one to send an admission slip, one for notification of acceptance or denial of application, and one for notification of enrollment procedures. One envelope (for the admission slip) must have an 84 yen stamp affixed. Those who deliver the application in person only need to bring two envelopes: one for notification of acceptance or denial of application, and one for notification of enrollment procedures.
10. Receipt and its copy (attached to this booklet) with your name filled in
11. Application fee of 30,000 yen (Applicants with a Japanese Government (MEXT) Scholarship and those who will receive a master's degree in March 2021 from Nagoya University and wish to apply to the Graduate School of Engineering Doctoral Program do not need to pay the fee.) Enclose the application fee of 30,000 yen as an ordinary postal money order (“futsu-kawase”) which can be purchased at a post office. Please note that you must not write anything on the postal money order and cannot enclose cash in the application package.

Note:
1. Applicants may be requested to furnish further information, as required by the Graduate School of Engineering, after the application package has been received by the office.
2. Applicants applying under Eligibility Requirement (7) must submit the application package described in "Candidates Applying under Eligibility Requirement (7)" on pages 20 in place of the application
4. Selection Method

Academic Ability Examinations (both Written and Oral or either) will take place from November 18 to November 20, 2020, between 9:00 and 17:00.

(1) Examination in applicant’s specialized area of study: The purpose of this examination is to determine whether or not the applicant is academically prepared to conduct research toward the doctoral degree in his or her chosen field. Written test questions are provided in English.

(2) Language test: Proficiency in English must be demonstrated. Japanese language proficiency might be tested through language test and oral examination. Applicants will receive more information from the department office concerning the examination in applicant’s specialized area of study and the date of examinations.

5. Announcement of Successful Candidates

Notice of acceptance or denial of applications will be notified by mail and successful applicants’ examination numbers will be listed on the website of the Graduate School of Engineering, Nagoya University at noon on December 17, 2020.

6. Enrollment Procedures

Successful applicants will be notified of detailed enrollment procedures in early March 2021 by mail.

(1) Registration date: In the Mid-March 2021
(2) Place: Student Affairs Division, Graduate School of Engineering (2nd floor of IB building-west)

7. Registration and Tuition Fees

(1) Registration Fee: ¥282,000 (estimate)
   The fee must be paid during the registration period.
   ※ Applicants who will receive a Master’s degree in March, 2021 from Nagoya University and proceed to the Doctoral Program or who currently study under a Japanese Government (MEXT) Scholarship do not need to pay this fee.
(2) Tuition: ¥267,900 per semester (estimate), ¥535,800 per year (estimate)
   Tuition must be paid by bank transfer each semester.
   The tuition fees are not required from applicants with a Japanese Government (MEXT) Scholarship.
   ※ Once the Enrollment procedure is completed, the paid entrance fee cannot be refunded.
   ※ In the event of a revision in the tuition fees, the new rate will be applied as effective from the date of revision.

8. Additional Information

(1) Applicants with disabilities or other special needs that require reasonable accommodations and adjustments for taking the entrance examination due to their disabilities or other special needs should notify the office indicated in (4) below by October 13, 2020.
   For reasonable accommodations or adjustments while attending Nagoya University, those applicants should notify as well.
(2) No amendments and returned to the documents in the application package and no returns of the documents will be allowed once the package has been received by the Student Affairs Division, regardless of circumstances. The application fee cannot be refunded.
(3) If the address, phone number, or e-mail address written on the application from or reply envelope is
changed after application, notify the office indicated in (4) below.

(4) For more information concerning the entrance examinations, contact:
Student Affairs Division (2nd floor of IB building-west)
Graduate School of Engineering, Nagoya University
Furo-cho, Chikusa-ku, Nagoya 464-8603
Tel: (052) 789-3978 • 3974
e-mail: eng.admission@adm.nagoya-u.ac.jp

(5) The examination schedule and selection measures may be modified in the event of an outbreak of infectious disease or other unforeseen circumstances. Please check the website regularly for the latest notices, especially in the days preceding the application and examination periods.

Website of the Graduate School of Engineering
URL https://www.engg.nagoya-u.ac.jp
Mobile https://www.engg.nagoya-u.ac.jp/cellular/

9. Handling of Personal Information

Personal information such as address, name, date of birth and so forth shall only use for admission selection, announcement of successful candidates, enrollment procedures and other related purposes. The acquired personal information will be kept appropriately and shall not be used for any other purposes.

* All times indicated in the Application guidelines refer to Japan Standard Time (UTC+09).
Candidates Applying under Eligibility Requirement (7)
(Applicants Designated by the Ministry of Education, Culture, Sports, Science and Technology)

1) Candidates applying under Eligibility Requirement (7) must meet one of the following conditions:
(1) The applicant must have graduated from a university, have or will have engaged in research at a university or research institute for more than two years by March 31, 2021, and have published research papers or books, hold patents or have made research presentations to an extent that is recognized as the equivalent of a master's thesis or above.
(2) The applicant must have completed 16 years of school education overseas or overseas education by correspondence programs, have or will have engaged in research for more than two years by March 31, 2021 in a university or research institute, and have published research papers or books, hold patents or have made research presentations to an extent that is recognized as the equivalent of a master's thesis or above.

2) Preliminary Examination
Candidates applying under the Eligibility Requirement (7) must prepare the following documents and submit them either in person or by mail to the Student Affairs Division, Graduate School of Engineering (see Section 3, Application Procedures). The application package must arrive at the office by 16:00 on September 30, 2020. Applications which are mailed should have "Application for Preliminary Examination for DOCTORAL PROGRAM" written in red ink on the envelope, and be sent by registered mail. The preliminary examination will be conducted by the Graduate School of Engineering, and applicants will be notified of the results on October 13, 2020.

Documents required for preliminary examination (written in Japanese or English):
1) Application for preliminary examination under Eligibility Requirement (7), using the form attached to this booklet. This form should be filled in and signed by the applicant.
2) University diploma or certificate of graduation (original copy)
3) Certificate of applicant's academic background (using the form attached to this booklet). This form must be signed by the head or other appropriate individual of the university or institute where the academic work has been done.
4) Letter of reference, using the attached form, from the head or other appropriate individual of the university or institute at which the work has been done
5) Applicant's bibliography of research performance (to be written by the applicant on the attached form)
6) Summary of research results in essay form, using the attached form. Essays should be approximately 4,000 characters in Japanese or 1,500 words in English.
7) Copies published research papers or books, research presentations, or patents held

3) Application Package (Documents must be written in Japanese or English):
Applicants who have passed the preliminary examination of the above documents and thus hold the proper eligibility requirements should submit the application package listed in section 3 on page 17, except (4), (5) and (8).