

# **Application Guidelines for Admission as an International Research Student for 2020 Academic Year**

## **1. Requirements**

### **(1) Undergraduate Research Student**

An undergraduate research student is a person who aims to conduct a specific research or acquire technical skills under the supervision of a Tokyo NODAI professor, an associate professor, or an assistant professor. The person also meets the eligibility requirements to apply for a master's program of Tokyo NODAI and plans to study in a master's program after the research student period.

To be eligible to be admitted as an undergraduate research student, an applicant must meet one of the following criteria:

- 1) Has graduated or expected to graduate from a university that is defined in article 83, School Education Act by March 2020.
- 2) Has obtained or expected to obtain a bachelor's degree by March 2020 that is defined in the item 4 of article 104 of School Education Act.
- 3) Has completed or expected to complete 16 years of a foreign country's school curriculum by taking a correspondence course while in Japan offered by an overseas educational institution.
- 4) Has completed or expected to complete 16-year curriculum of education in an overseas country by March 2020.
- 5) Has been accepted by the minister of MEXT.
- 6) Has been accepted by the president of Tokyo NODAI.

### **(2) Graduate School Research Student**

A graduate school research student is a person who aims to conduct a specific research or acquire technical skills under the supervision of a Tokyo NODAI professor, an associate professor, or an assistant professor. The person also meets the eligibility requirements to apply for a doctoral program of Tokyo NODAI and plans to study in a doctoral program after the research student period.

To be eligible to be admitted as a graduate school research student, an applicant must meet one of the following criteria:

- 1) Has a master's or professional degree.
- 2) Has a degree equivalent to a master's or professional degree obtained outside Japan.
- 3) Has been accepted by the minister of MEXT.
- 4) Has been accepted by the president of Tokyo NODAI.

### **(3) Additional requirements to be admitted as an undergraduate or graduate school research student**

An applicant must meet all of the following requirements:

- 1) Ability to engage in 10 hours of research work in a laboratory per week.
- 2) Has passed the Japanese Language Proficiency Test level N2 or higher OR has English language proficiency equivalent to CEFR B2 level or higher (i.e. TOEFL iBT72, IELTS Overall5.5).

- 3) Has graduated from a university related to a field offered at Tokyo NODAI or deemed by the prospective supervisor at Tokyo NODAI to have equivalent or higher levels of knowledge and skills as someone who completed a degree in the same field at Tokyo NODAI.
- 4) Has at least 90 percent of attendance in your Japanese language school (only pertaining to students who studied/have studied in a Japanese language school).

## **2. Matriculation Period**

The matriculation period is six months to one year. The total period as a research student cannot exceed one year.

## **3. Matriculation Date**

First term: April 1st, 2020

Second term: October 1st, 2020

## **4. Application Documents**

- 1) Application Forms, Research Plan and Pledge (a photo should be attached)
- 2) Resume (a photo should be attached)
- 3) 2 photos
- 4) Recommendation Letter from Tokyo NODAI prospective supervisor\*

\*The PDF file of this letter and copy of confirmation email should be sent by post

- 5) Certificate of graduation and academic transcript of your university\*

\*Certificates must include the following items:

- ①Name (must be the same as written on passport)
- ②Date of birth (must be the same as written on passport)
- ③Date of enrollment
- ④Date of graduation
- ⑤Degree name
- ⑥Date of issue

\*For certificates issued from a university outside of Japan, submit an original and a Japanese or English translation (if certificates are not written in either of these languages) issued by the university with an official seal. If a translation cannot be issued by your university, submit a translation that is notarized by an embassy or another appropriate office to certify that the translation is accurate.

- 7) Copy of passport
- 8) Copy of both sides of residence card (if applicable)
- 9) Copy of Japanese Language Proficiency Test (must be N2 level or higher), Transcript and Certificate of Attendance from Japanese language school if applicable (excluding the graduates of Tokyo NODAI)
- 10) Score of English Language Proficiency test equivalent to CEFR B2 level or higher

## **5. Application Procedures**

Please obtain an approval from a professor of Tokyo NODAI to act as your host supervisor before submitting an application.

(1) Application Period

First Term: by February 7<sup>th</sup>, 2020

Second Term: by July 14<sup>th</sup>, 2020

(2) Where to Send (by post only)

Center for International Programs, Tokyo NODAI 1-1-1 Sakuragaoka, Setagaya-ku, Tokyo Japan 156-8502

## 6. Selection Process

The selection is conducted based on application documents

## 7. Selection Result Announcement

First Term: March 6<sup>th</sup>, 2020 (tentative)

Second Term: September 1<sup>st</sup>, 2020 (tentative)

\*the result will be sent out to the applicants by email.

## 8. Procedures after Acceptance

Registration and instruction fee should be paid to the designated bank account by remittance. The information of bank account will be given after notice of acceptance.

(1) Registration Fee: 30,000 JPY

(2) Instruction Fee: 10,000 JPY × Registration months

(3) Selection Fee (for Graduate School Research Students): 10,000 JPY

## 9. Visa to enter Japan (for applicants who currently live outside of Japan)

Accepted students who currently live outside Japan must obtain the “Certificate of Eligibility” for their student visa to enter Japan after documentation selection. Please be sure to send the documents for student visa with **Application Documents to be Admitted as an International Research Student** by post before the application deadline. The documents for student visa will not be used for the selection. The Application Documents will be properly disposed by Tokyo NODAI.

Please check the documents for student visa on the web page of “Immigration Services Agency of Japan”.

## 10. Other Important Points

(1) Selection, registration and instruction fees will not be refunded once they are paid to Tokyo NODAI

(2) Check the application documents carefully before sending. Tokyo NODAI will not accept incomplete applications.

(3) A research student may be expelled from Tokyo NODAI if he/she fails to meet the minimum requirements as a research student or if the supervisor finds the student to be disqualified.

## 11. Contact

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