

# 【April 2024 Admission】

## Doctoral Program

### Application Guide for the Special Selection for International Students (外国人留学生特別選考)

This is a summary and supplementary material for the Special Selection for International Students application procedure. Please make sure to check the full version of the application guide as well for detailed information.

#### ◇ Key Dates

	April 2024 Admission
Deadline for Obtaining Approval from Faculty Members on Your Application	December 8, 2023
Online Application Period	10:00 am, January 5–5:00 pm, January 11, 2024 (JST)
Examination Schedule	Late January–Mid-February 2024 *Specific dates will be informed later.
Notification of Results	9:00 am, March 5, 2024 (JST)
Admission Procedures	Mid-March 2024
Date of Admission	April 1, 2024

#### ◇ Academic Fees

Application Fee	JPY 30,000
Admission Fee	JPY 282,000
Tuition Fee	JPY 267,900 per semester

#### 【Inquiries】

Graduate Academic Affairs Section  
Graduate School of Science, Tohoku University  
6-3, Aramaki-Aza-Aoba, Aoba-ku, Sendai 980-8578 JAPAN  
Email: [sci-in@grp.tohoku.ac.jp](mailto:sci-in@grp.tohoku.ac.jp) Phone: +81-22-795-6351

## Application Steps

### Attention!

Before moving on to the following steps, please check the application eligibility stated in the full version of the application guide first. You may be required to take a preliminary screening depending on the conditions to examine your eligibility.

### **Step 1. Find a potential supervisor among the faculty members in the field of your interest. (In the full version, see page 2)**

Applications will not be accepted without the consent of faculty member as a prospective supervisor. The supervisor must be a professor, an associate professor, or a lecturer (senior assistant professor) who is affiliated with or has eligibility to accept students of the Graduate School of Science, Tohoku University.

<Graduate School of Science> <https://www.sci.tohoku.ac.jp/english/>

<Tohoku University Researchers> <https://www.r-info.tohoku.ac.jp/>

### **Step 2. Contact the faculty members directly via email and obtain their consent for the application. (In the full version, see page 2)**

Note that your prospective supervisor needs to inform the chair of their department of your application no later than the date below so that you must obtain the consent by then:

- For April 2024 Admission: by Friday, December 8, 2023

### **Step 3. Prepare the required application documents. (In the full version, see page 5-7)**

Application documents are as follows and **the uploading items should be a clear and sharp image.**

No.	Necessary Items	Notes
1	Application Form	Fill in the necessary information via the online application system.
2	Photo	Upload the photo image via the online application system. <ul style="list-style-type: none"><li>• Photo image (height and width ratio of image should be 4:3) showing the upper half of the body, facing front without a hat/cap in front of a plain background, and taken within three months of the application.</li><li>• Acceptable data extension is png, jpg, or jpeg, and the data size should be less than 20MB.</li><li>• When applicants intend to wear glasses on the examination day, the photo also should be the one wearing glasses.</li></ul>
3	Application Fee (Entrance Examination Fee)	After paying the fee by ATM or internet banking transaction, upload the payment receipt in PDF via the online application system. ① By ATM and internet banking transaction Deposit Amount (金額) : JPY 30,000

		<p>Payment Period（納入期間）：From Friday, January 5 to Thursday, January 11, 2024 (JST) 【The deadline is strictly observed】</p> <p>Bank（銀行）：Mitsubishi UFJ Ginko（三菱UFJ銀行）</p> <p>Bank code（銀行コード）：0005</p> <p>Branch（支店）：Wakatake-shiten（わかたけ支店）</p> <p>Branch code（支店コード）：809</p> <p>Account type（預金種別）：Futsuu（普通）</p> <p>Account number（口座番号）：2259081</p> <p>Account holder（口座名義）：kokuritsu daigaku-houjin Tohokudaigaku（国立大学法人東北大学）</p> <p>Account holder in katakana（カナ）：タケイ トホクダ ガク</p> <p>*Sender's name should be the applicant's name in katakana.</p> <p>*Please burden bank transfer fee at the applicant's expense.</p> <p>② No need to pay the entrance examination fee for those with the following conditions:</p> <ul style="list-style-type: none"> <li>- Those who expect to complete the master's program or professional degree program of Tohoku University in March 2024</li> <li>- MEXT (Japanese Government) scholarship students, however, those whose status will become privately financed students after enrolling in the doctoral program need to pay the entrance examination fee.</li> <li>- Those who are to apply for the entrance examination fee waiver for disaster victims caused by large-scale natural disasters in the academic year 2023.</li> </ul> <p>③ The above-mentioned bank account does not accept international remittances. <u>Those living abroad can pay the fee by credit card.</u> Please contact the Graduate Academic Affairs Section in advance to obtain further information.</p>
4	Academic Transcript	<ul style="list-style-type: none"> <li>- Upload the document in PDF via the online application system.</li> <li>- Submit academic transcripts of both undergraduate and graduate programs.</li> <li>- Those who do not have any degrees including Bachelor's, Master's, or Professional degrees need to submit a transcript of the educational institution you last enrolled in.</li> </ul>

		<u>*The original document needs to be submitted at the time of the admission procedure.</u>
5	Certificate of (expected) Graduation	<ul style="list-style-type: none"> <li>- Upload the document in PDF via the online application system.</li> <li>- Submit the certificate of (expected) Graduation from a Master's or Professional degree program. However, if the degree-awarding date appears on the academic transcript, the certificate is not required.</li> <li>- If you have any degrees other than the master's, submit the degree certificate as well.</li> </ul> <u>*The original document needs to be submitted at the time of the admission procedure.</u>
6	Academic Research Paper	<ul style="list-style-type: none"> <li>- Upload the document in PDF via the online application system.</li> <li>- List of academic research papers</li> <li>- Master's thesis or other equivalent papers (If the paper in PDF is not available, contact the Graduate Academic Affairs Section. If it is not able to submit the thesis due to the submitting schedule on the current program, send a document stating the expected date of being able to submit it.)</li> </ul>
7	Copy of Passport or Copy of Residence Card issued by the Japanese Government	<u>Required for foreign applicants only.</u> Upload the document in PDF via the online application system. <ul style="list-style-type: none"> <li>- Passport: pages with personal information</li> <li>- Residence Card: both front and back sides</li> </ul>

☆Geophysics department applicants need to submit the below item along with the above documents. Upload the item in PDF via the online application system.

8	Research Proposal (Only for Geophysics department applicants)	<ul style="list-style-type: none"> <li>- Summarize the research proposal in two pages of A4 size paper either in English or Japanese (any format)</li> <li>- Applicants may be asked to submit additional documents before the examination day.</li> </ul>
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**Step 4. Pay the application fee (30,000 JPY) (In the full version, see page 5)**

For April 2024 Admission: by 5:00 pm, Thursday, January 11, 2024 (JST)

- See "Step 3" for how to pay the application fee. Note that paying the fee by credit card is only applicable to those who are residing abroad.
- The above-mentioned payment deadline is the same as the application period for the Special

Selection for International Students, however, note that the payment receipt needs to be uploaded as a required application item. Therefore, be aware that the payment needs to be made earlier than that time and date.

**Step 5. Apply via the online application system (In the full version, see page 4)**

For April 2024 Admission: From 10:00 am, January 5 to 5:00 pm, January 11, 2024 (JST)

<Online Application System>

<https://admissions-office.net/en/portal> (in English)

<https://admissions-office.net/ja/portal> (in Japanese)

- Be sure to press the “Complete my application” button to complete your application. Note that your application will only be accepted if you complete the application procedures by pressing the “Complete my application” button via the online application system during the application period.
- Applications that are lacking necessary documents, are incomplete, or are otherwise inadequate will not be acceptable.
- Earth Science department applicants should specify one of the research groups from (A), (B), and (C) below in the online application system.
  - (A): Geosphere Evolution (Material Circulation in Geosphere), Natural History Science, Geoenvironmental Dynamics, and Natural Disaster Science
  - (B): Environmental Geography, Geoenvironmental Dynamics, and Natural Disaster Science
  - (C): Earth and Planetary Materials Science (Reaction and Kinetics in the Earth's Interior), Petrotectonics, Natural History Science, and Comparative Solid Planetology
- Making false or misleading statements on the application may result in the cancellation of admission status.
- After submission, declining an application and amendment to written information on the application documents cannot be allowed. The relevant application documents are not returnable and the entrance examination fee is not refundable.
- After the application period, the section reviews the eligibility of each applicant and then sends the confirmation of receiving the application and the other relevant information to the email address that is registered in the online application system. Therefore, the applicant should check emails regularly.
- The examination admission card can be downloaded from the online application system and be sure to have the card on the examination day. The section will send you an email when downloading becomes available.

**Step 6. Take an examination (In the full version, see page 7)**

For April 2024 Admission: Sometime between late January and mid-February 2024

- The selection of applicants is determined based on the evaluation of the submitted documents and their performance in proficiency examinations of specialized subjects, foreign language (and Japanese

language, if necessary), and an oral examination.

- The examination schedule and the selection method will be notified in due course of time. For detailed information, ask your prospective supervisor.
- The examination will take place at the Graduate School of Science, Tohoku University unless notified. (Address: 6-3 Aramaki-Aza-Aoba, Aoba-ku, Sendai 980-8578, JAPAN) Detailed information on the examination room will be notified individually after the application procedures are completed.

**[NOTE]**

Those living abroad may be able to take the online examination depending on the conditions. Please inquire with your prospective supervisor about the method of the examination.

✧ **Announcement of Selection Results (In the full version, see page 8)**

For April 2024 Admission: 9:00 am, Tuesday, March 5, 2024

- The selection results will be posted on the Graduate School of Science website. Also, the results will come out via the online system on or after the date of the selection results and the documents for the admission procedure will be sent accordingly.