

**Examination for Admission
on Recommendation for
Overseas Residents**

Examination for Admission on Recommendation for Overseas Residents (See Note)

In this examination, applicants can pass the selection process without traveling to Japan. The purpose of this examination is to accept motivated and excellent students from throughout the world who have been recommended by their supervisor, dean, university president or a manager at their place of work.

Note: Applicants living outside Japan at the time of application.

I. Number of Students to be Admitted

School	Division	Number of Students to be Admitted	
		October 2019 Admission	April 2020 Admission
Graduate School of Advanced Science and Technology	Division of Advanced Science and Technology	15 <small>(See Note1)</small>	15 <small>(See Note2)</small>

Note1: The number of students in October 2019 admission includes the number of students admitted in April 2019 through this examination to JAIST Doctoral Program.

Note2: The number of students in April 2020 admission includes the number of students scheduled to be admitted in October 2020 through this examination to JAIST Doctoral Program.

II. Eligibility Requirements

Applicants must satisfy one of the following requirements by the day prior to the day of desired enrollment and must live outside Japan at the time of application. Eligible applicants are those who have:

1. been granted a master's degree or a professional degree from a Japanese university.
2. been granted a degree equivalent to a master's degree or a professional degree in a foreign country.
3. been granted a degree equivalent to a master's degree or a professional degree by completing a correspondence curriculum of an overseas educational institution while residing in Japan.
4. been granted a degree equivalent to a master's degree or a professional degree at a foreign-affiliated university in Japan which has a graduate education curriculum under the school education system of its country, and specifically designated by the Minister of Education, Culture, Sports, Science and Technology.
5. completed the master's program at the United Nations University, and obtained a degree equivalent to a master's degree.
6. taken a curriculum at a university abroad, the United Nations University, or a curriculum specified in the above 4, passed an examination or screening which is stipulated in paragraph 2, article 16 of the Standards for Establishment of Graduate Schools (Ordinance of the Ministry of Education, Culture, Sports, Science, and Technology No.28 of 1974), and have been recognized as having an academic ability equivalent to or greater than a holder of a master's degree.
7. been designated as eligible by the Minister of Education, Culture, Sports, Science, and Technology. Eligible applicants are those who have engaged in at least 2 years of research at a university or research institute after graduating from a Japanese university or completing a 16-year curriculum of school education in a foreign country, and who have been recognized by JAIST as having equivalent or greater academic ability than a holder of a master's degree.
8. been recognized by JAIST through the Judgment of Eligibility as having equivalent or greater academic ability than a holder of a master's degree or a professional degree, and have reached 24 years of age.

Note: Applicants satisfying at least one of the eligibility requirements (1) ~ (6) are not required to pass through the Judgment of Eligibility. Such applicants should move to "III. Application Process".

[Judgment of Eligibility (For applicants who apply for the examination under the eligibility requirement (7) or (8))]

Applicants who wish to apply under the eligibility requirements (7) or (8) must be screened by JAIST for eligibility prior to applying. Applicants should download the instruction documents and forms for judgment of eligibility from the website and submit all the necessary documents before the following deadline. For more information about the judgment of eligibility, please see the link below.

JAIST Top Page>Admissions>Application Guide>Judgment of Eligibility

<https://www.jaist.ac.jp/english/admissions/application-guide/Eligibility.html>

Each applicant will be notified of the result of the judgment of eligibility one week before the end of each application period. If you have not received the result until the last week of the application period, please contact the Admissions Section at nyushi@jaist.ac.jp. Only applicants who have been admitted to obtain the eligibility can apply for the examination.

Admission Term	Application Deadline for Judgment of Eligibility (The application must be postmarked by)
October 2019 admission	Wednesday, May 1, 2019
April 2020 admission	Friday, October 11, 2019

III. Application Process

Followings are the detailed instructions for the application.

1. Obtain an informal consent.

Before applying for admission, contact the faculty you wish to be supervised and obtain an informal consent of acceptance in the laboratory after enrollment.

Note: This consent is informal, therefore, it does not mean you will succeed in the examination.

2. Prepare the application documents.

For details, please refer to "IV. Application Documents".

3. Pay the screening fee.

Please send 30,000 yen to the following bank account by international bank transfer and get a receipt.

Note: You must send the screening fee well in advance since international bank transfer takes more time than domestic bank transfer. Please make sure to arrange the corresponding bank fees to be "**charged to the remitter**". If it is charged to the beneficiary by error, the corresponding bank will deduct the fees from the amount of remittance and your payment to JAIST will be insufficient. This will cause your application to be rejected.

➤ Details of account

Bank Name	The Hokuriku Bank, Ltd.
Branch Name	Kanazawaminamichuo
Branch Address	1-32-38, Teraji, Kanazawa, Ishikawa, Japan
Beneficiary	Japan Advanced Institute of Science and Technology
Type of Account	Ordinary savings account
Account Number	6037485
SWIFT(BIC) Code	RIKBJPJT

<For Japanese government (MEXT*) scholarship students>

*Ministry of Education, Culture, Sports, Science and Technology (Monbukagaku-sho)
JAIST waives the screening fee for MEXT scholarship students.

4. Submit PDF copies of the application documents via email and go through the pre-check.

If you send PDF copies of all the application documents via email to the Admissions Section at nyushi@jaist.ac.jp, we will check your documents and reply whether there are any mistakes. The pre-check is not mandatory, however, we recommend that you do the pre-check to avoid disappointments such as your application documents are not accepted by insufficiencies when applying for the examination. You will be able to lower the risk by taking the pre-check earlier. Therefore, we strongly recommend you to email us your documents as soon as possible.

Admission Term	Submission Deadline for Pre-check
October 2019 admission	Wednesday, May 22, 2019
April 2020 admission	Thursday, November 21, 2019

Note: Please write email subject as “(Your name) D_Overseas Residents_ pre-check”.

Note: Do not attach any supporting items when sending your application documents for the pre-check. Please email PDF copies only of the required documents.

Note: If you cannot meet the deadline, please submit hard copies of the application documents without going through the pre-check.

5. Submit hard copies of the application documents.

① Submission Method

Please place all the required documents in an envelope and send it via courier delivery (such as DHL, FedEx or EMS) to the Admissions Section. Write applicant's name, address and rubricate “ Application Documents Enclosed” on the envelope. Please note that your application will not be completed until the parcel arrives at JAIST from the courier. Please keep the tracking number for your confirmation purpose and inform the Admissions Section of it at nyushi@jaist.ac.jp. Applicants are responsible for the delivery of all the required documents in time.

Mailing Address: Admissions Section Japan Advanced Institute of Science and Technology (JAIST) 1-1 Asahidai Nomi Ishikawa 923-1292 JAPAN
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② Application Periods

Admission Term	Application Period
October 2019 admission	Monday, May 13 – Monday, June 3, 2019
April 2020 admission	Wednesday, November 13 - Thursday, December 5, 2019

Note: The parcel must be postmarked no later than the last day of the above period.

IV. Application Documents

General Instructions:

- Please download the prescribed forms from our website, input and print them out.

JAIST Top Page > Admissions > Application Guide > Doctoral Program – Prescribed Forms

<https://www.jaist.ac.jp/english/admissions/application-form/form-d.html>

- We recommend inputting the forms on the computer, however, if applicants fill in the forms by hand, they should use a black ink pen or a ballpoint pen. Applicants may not use erasable ink pens or ink that disappears over time.

(1) Documents to be submitted by all applicants

Prescribed Forms	Summary
Application form	Please use the application form for Examination for Admission on Recommendation for Overseas Residents.
Curriculum vitae	
Statement of purpose	The statement of purpose should be <u>less than or equal to one page in length, single-sided, A4-sized paper</u> and written horizontally with the font size of 11 points or larger . Note: Supplementary documents are NOT permitted to be attached.

Unspecified Forms	Summary
Research Outline	Please summarize the research you have undertaken in English or Japanese. <u>Submissions should be less than or equal to four pages in length, single-sided, A4-sized paper.</u> The number of words and format are not specified. If you have written academic papers, you may list them on the last page (Included in the number of the pages). <u>Each page must have the name of the applicant and a page number in the right upper corner.</u>
Research Proposal	Please summarize the research proposal that describes what you wish to work on at JAIST in English or Japanese. <u>Submissions should be less than or equal to two pages in length, single-sided, A4-sized paper.</u> The number of words and format are not specified. <u>Each page must have the name of the applicant and a page number in the right upper corner.</u>

Certificates	Summary
Consent of acceptance	Please submit a copy of the email which indicates the informal consent of acceptance in the laboratory from your intended supervisor. The format is unspecified.

<p>Two letters of recommendation *Copies are NOT acceptable.</p>	<p>Two letters of recommendation are acceptable from two of the following:</p> <ul style="list-style-type: none"> ● At the university where the applicant obtained (or will obtain) his/her master's degree: <u>Supervisors, a dean of your faculty or department or the president, etc.</u> ● At the company where the applicant is (or was) employed (If applicable): <u>An immediate supervisor or a manager of human resources department, etc.</u> <p>They must be prepared in English or Japanese. The format is unspecified if it is prepared using an official letterheaded paper.</p> <p>Please show the following instructions and inform the deadline to your recommenders.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Please give your personal impressions of the applicant's motivation, aptitude to study and character. Please describe the quality and details of the research or work that the applicant has conducted.</p> <p>Please provide your name, title / position, organization, signature and date on an official letterheaded paper. Please pass the letter to the applicant. He/she will send the letter to JAIST along with all other documents.</p> </div>
<p>Official transcript *Copies are NOT acceptable.</p>	<p>An official transcript and proof of master's degree must be issued by the president or a dean of the university from which the applicant obtained (or will obtain) his/her master's degree and bear the school's stamp or embossed seal and the signature of the authorizing official.</p> <p>All the documents must be prepared in English or Japanese. Documents in languages other than English must be accompanied with an official translation in English or Japanese. Translations must be issued by the university or government agency, bear a stamp or embossed seal of the school or the agency and the signature of the authorizing official. Translations from a Japanese language school or translation company are acceptable if are stamped with the official seal of the translating body.</p>
<p>Proof of master's degree *Copies are NOT acceptable.</p>	<p>Note: Proof of master's degree must specify the name of the degree and the date of conferral.</p>
<p>Proof of screening fee payment</p>	<p>Please submit the receipt of 30,000 yen.</p>

(2) Documents to be submitted by specified applicants

< Only for foreign government scholarship students >

Certificate	Summary
<p>Certificate of foreign government sponsored student *Copies are acceptable.</p>	<p>The certificate must prove that the applicant is a foreign government sponsored student.</p>

V. Selection Method

When the application documents are accepted, interviewers will be assigned based on each applicant's field of specialization. Applicants will be contacted individually by the interviewers regarding the method, date and venue of the interview. Please wait for the interviewer to contact you.

The interview is conducted mainly through web communication tools for the purpose of discussing the details of your research proposal and your school life after enrollment. Applicants have a choice of speaking in English or Japanese.

All applications are evaluated based on the same holistic criteria of screening the result of the interview and all the application documents submitted.

VI. Notification of Admission Decision and Admission Procedures

(1) Dates of Notification of Admission Decision and Admission Procedures

All applicants will be notified of the decision by email. Admission decisions will not be released on the website; no telephone or email inquiries concerning examination results will be accepted. The dates of the notification are shown below.

Successful applicants will receive information on admission procedures at the time of notification of the result or later. Please conduct the procedures by the specified deadline.

Admission Term	Date of Notification of Admission Decision	Period of Admission Procedures
October 2019 admission	Friday, July 26, 2019	Late August, 2019
April 2020 admission	Friday, January 24, 2020	Late February, 2020

(2) Expenses Required for Enrollment

Type	Amount	Summary
1. Entrance fee	¥282,000	The entrance fee is non-refundable.
2. Tuition	For a half year ¥267,900	The tuition payment will be made by automatic withdrawal from the student's own bank account. For new students enrolled in April, the withdrawal date for their first semester is May 20. For those enrolled in October, the withdrawal date for their first semester is November 20. From the second year, the withdrawal dates are April 20 and October 20.
	For a year ¥535,800	In case the tuition figure is revised while the student is attending JAIST, the new tuition figure shall be applied from the following academic year.
3. Insurance fee (For three years)	¥3,620	It is mandatory for JAIST students to take out the Personal Accident Insurance for Students Pursuing Education and Research (Gakkensai: PAS) and Liability Insurance for Students Pursuing Education and Research (Gakkenbai: LSR).

Note1: Instructions for completing payment will be sent to successful applicants along with documents for admission procedures.

Note2: The entrance fee and the tuition may be subject to change.

Note3: JAIST waives the entrance fee and tuition for MEXT scholarship students.

(3) Campus

Students who enrolled in JAIST based on this entrance examination are allowed to study only at the Ishikawa campus. Ishikawa campus students are not allowed to study at the Tokyo Satellite except for open seminars.

VII. Other Important Information

Please see page 23-25.