2027-2028 Application Guide for Research Students
Japan Advanced Institute of Science and Technology

1. Eligibility Requirements

Prospective applicants for Research Students are those who:

1) graduated or are expected to graduate from a universities.

2) are recognized by JAIST as having academic ability equivalent or superior to that of university graduates.

NOTE: Applicants who apply according to 2) must be determined whether they are eligible or not, so they must contact us by the end of September of the previous year for April Admission, and by the end of February for October Admission.

The result of the decision will be notified by the time the application period starts.

2. Enrollment Date

Enrollment date shall be April 1st and October 1st.

3. Enrollment Period

1) Enrollment period must be requested in months up to 12 months.

2) An extension of enrollment period must be applied by the end of the month prior to the last month in which the enrollment period ends.

The extension may be granted up to six months. A maximum of the total enrollment period is 24 months.

4. Application Procedures

Before application, applicants must contact a JAIST faculty member by whom you wish to be supervised and obtain an informal consent of acceptance. After receiving the informal consent via email, you must submit a copy of the email message which states his/her acceptance with the information of the sender, receiver and received date.

1) Application Documents

	Types of Documents	Note
1.	Application form	Specified form
2.	Curriculum vitae	Specified form
3.	Proof of graduation/expected graduation *Copies are NOT acceptable.	Proof of (expected) graduation must be issued by the president or a dean of the university from which the applicant graduated (or will graduate) and bear the school's stamp or embossed seal and the signature of the authorizing official. It must specify the exact date of (expected) graduation. Applicants should submit one of the followings: a) Graduation certificate issued by university (original) b) Official letter issued by university (original) c) Certified copy of diploma by university (original) d) Certified copy of diploma by government agency / office (original) The certificate must be prepared in English or Japanese. Documents in languages other than English or Japanese must be accompanied with an official translation in English or Japanese.

	Types of Documents	Note
		Translations must be issued by the university or government agency/office and bear a stamp or embossed seal of the school or the agency/office and the signature of the authorizing official. Translations from a Japanese language school or translation company are acceptable if they are stamped with the official seal of the translating body.
4.	Official transcript *Copies are NOT acceptable.	An official transcript must be issued by the president or a dean of the university from which the applicant graduated (or will graduate) and bear the school's stamp or embossed seal and the signature of the authorizing official. Applicants should submit one of the followings: a) Transcript issued by university (original) b) Certified copy of transcript by university (original) c) Certified copy of transcript by government agency / office (original) The certificate must be prepared in English or Japanese. Documents in languages other than English or Japanese must be accompanied with an official translation in English or Japanese. Translations must be issued by the university or government agency/office and bear a stamp or embossed seal of the school or the agency/office and the signature of the authorizing official. Translations from a Japanese language school or translation company are acceptable if they are stamped with the official seal of the translating body. If applicants transferred from a university or attended a non-degree graduate program of a junior college or technical college, they must submit the transcripts from both the present and previous schools (university, junior college or regular curriculum of technical college) together.
5.	Research proposal	Please describe what you wish to work on at JAIST including the following information in English or Japanese; Research title, research background, goal, contents, characteristics, method, effect to be expected and preparation status. The number of words are 1,200 words in English or 2,000 words in Japanese. Supplementary materials can be attached. ***It's mandatory to show it to your supervisor for approval before submitting**.
6.	A copy of an email message or a document which states a JAIST supervisor's consent of acceptance	Free format

	Types of Documents	Note
7.	Screening Fee: 9,800 yen	The screening fee must be paid in full by the application deadline. Payment should be made using one of the following methods. ・Transfer the screening fee to the JAIST bank account below by bank transfer (wire transfer) and attach the document shows that the screening fee was transferred. *Applicants shall bear the bank transfer service fees. *Be sure to remit by the name of the applicant. **For applicants living in Japan** Bank name: The Hokkoku Bank, Ltd. Branch name: Tatsunokuchi Branch Account number: Savings account 247794 Name of account holder: Japan Advanced Institute of Science and Technology **For applicants living outside Japan** Bank name: The Hokkoku Bank, Ltd. Branch name: Tatsunokuchi Branch Branch address: 104, Tatsunokuchi machi, Nomi, Ishikawa, Japan Beneficiary: Japan Advanced Institute of Science and Technology Account number: 247794 SWIFT(BIC) code: HKOKJPJT **ATTENTION for applicants living outside Japan** Please make sure to arrange the corresponding bank fees to be “charged to the remitter”. If it is arranged to be “charged to the beneficiary” by error, the corresponding bank will deducted the fees from the remittance and your payment to JAIST will be insufficient. ・International Payment Service (Flywire) Applicants may also use Flywire, an international payment service designed for educational institutions. For further information on Flywire, please visit: Payment Instructions: https://landing-pages.flywire.com/landing/jaist-screening
8.	Source of funds for study at JAIST	Specified form <u>Only for non-Japanese applicants living outside Japan</u>

	Types of Documents	Note
9.	Copy of Certificate of Language Proficiency	Only for non-Japanese applicants Copy of an official score report for a language proficiency test (e.g., TOEFL, IELTS), or a copy of an official score report for a Japanese language proficiency test (e.g., JLPT).
10.	A photocopy of scholarship certificate	Only for non-Japanese applicants living outside Japan who are receiving (or will receive) scholarship
11.	A photocopy of Residence card or Special Permanent Resident Certificate	Both sides of residence card/certificate Only for non-Japanese applicants living in Japan
12.	A photocopy of passport	Page that clearly shows applicant's name and photo Only for non-Japanese applicants

[Important] The details of "*Copies are NOT acceptable."

Certificates must be original. Certificates with an electronic seal but not in an anti-counterfeiting paper are not accepted unless the envelopes are sealed by the University that applicants graduated (or will graduate) from.

2) Application Period

Enrollment Month	Application period
April	December 1 to December 31
October	May 1 to May 31

3) Application Method

All documents listed on "1) Application Documents" must be sent by registered mail which applicant can check the delivery status (such as EMS, DHL or FedEX). No submissions other than by post are acceptable. Application should be postmarked on or before the last day of application period.

4) Mailing Address

Educational Service Section, Educational Affairs Department, JAIST
1-1 Asahidai, Nomi, Ishikawa 923-1292, Japan.

5. Selection Method and Notification of Admission Decision

Selection will be conducted by screening the application documents. Applicants may be asked to take an oral examination, if necessary.
Result notification letter will be sent to each applicant by email.

6. Entrance fee and Tuition

1) Entrance fee: 84,600 yen
2) Tuition: 178,200 yen for 6 months

*Payment of 1) and 2) must be made by the specified date. Details will be noticed to successful applicants.
*When the tuition is revised while being enrolled in JAIST, the new tuition shall be applied upon the revision.

7. Others

1) Research students can apply only for graduate school of JAIST and are not allowed to conduct research at Tokyo Satellite.
2) Once the application documents are received, they will not be returned under any circumstances.
3) In principle, screening fee, admission fee and tuition will NOT be refundable. However, screening fee is refundable in the following cases. In these cases, the screening fee will be refunded after deducting bank transfer fee (including foreign remittance charge) .
   i) In the case that the applicant withdraw the application before the screening, or the application was rejected by JAIST before the screening
   ii) In the case that applicants have paid the fee twice by mistake
4) If it is turned out that an applicant has made false statements or has neglected matters to be stated on application documents, the admission may be revoked even after enrollment.
5) In order to enroll in JAIST as a degree seeking student (full-time master's/doctoral program student), research students must pass an entrance examination. Research students who have not finished the tuition fee payment for research period might be rejected from admission as a degree seeking student of JAIST.
6) If you wish to enroll as a regular student in the Master's or Doctoral program at JAIST, please contact the Admissions Section <nyushi@ml.jaist.ac.jp>.

For International students

1) Non-Japanese applicants have to conduct research more than 10 hours per week according to the Immigration Control and Refugee Recognition Act in order to enroll under the status of residence "student".
2) If non-Japanese applicants living in Japan had been enrolled in other universities in Japan as a non-degree seeking student such as research student or course oriented student before applying to JAIST, they must contact the Immigration Bureau to confirm whether the extension of visa can be accepted or not because their extension of residence period might not be accepted. If the extension of residence period cannot be accepted, JAIST doesn't approve their enrollment. It is the responsibility of each applicant to contact the Immigration Bureau before the application. In addition, students are responsible to update their residence period status after enrolling in JAIST.
3) If non-Japanese applicants hope to move in the JAIST student housing, contact the Student Welfare Section at gakusei@ml.jaist.ac.jp before application.

8. Security Export Control

In accordance with the Foreign Exchange and Foreign Trade Act of Japan, Japan Advanced Institute of Science and Technology (JAIST) has established the JAIST Security Export Control Regulations and conducts security export control screening when accepting international students.

9. Handling of Personal Data

Names, addresses, and other personal data provided in the application documents will be used for the purpose of screening applicants (application process and selection). If the applicant is admitted to JAIST, the information will be used for educational affairs (student registration management).

Contact:

Educational Service Section
Educational Affairs Department
Japan Advanced Institute of Science and Technology (JAIST)
1-1, Asahidai, Nomi, Ishikawa 923-1292
Email: ndegree@ml.jaist.ac.jp Phone: 0761-51-1938
Office Hours : from 9 :00 a.m. to 5:00 p.m. except for Saturdays, Sundays and national holidays