

# Application Guide

## For Admissions in April 2020

**Overseas Entrance Interview Examination for  
International and Japanese Applicants in November**

This examination provides an opportunity for applicants outside Japan, to take the entrance examination without coming to Japan.

Department of Integrated Global Studies  
School of Integrated Arts and Sciences



**HIROSHIMA UNIVERSITY**

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## 1. Number of Students to be Admitted

Number of Students to be Admitted	10
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(Note) If the number of successful applicants falls below the number of students to be admitted, the number of vacancies will be included in the number of students to be admitted in the *On Campus Entrance Interview Examination for International and Japanese Applicants in November*. If the sum of successful applicants of *Overseas Entrance Interview Examination for International and Japanese Applicants in November* and *On Campus Entrance Interview Examination for International and Japanese Applicants in November* falls below the number of students to be admitted, the number of vacancies will be included in the number of students to be admitted in the *General Entrance Examination (February term)* and *On Campus Entrance Interview Examination for International Applicants in February*.

## 2. Application and Selection Schedule

The times and dates on this document are based on Japan Standard Time (JST).

Application and selection process	Date
Application period	From October 3, 2019 at 0:00 to October 9, 2019 at 17:00 (JST) *Online application is available from 0:00 on October 1, 2019 (JST).
First selection	Document screening
Announcement of the first selection results	October 31, 2019
Final selection	Time and date specified by the university between November 18, 2019 and November 21, 2019
Announcement of the final selection results	December 6, 2019
Start of the semester	April 1, 2020

(Note) Applicants need to submit their application documents by post and the documents must be received by IGS by the application deadline. However, applicants can bring their application documents at the student support office of the School of Integrated Arts and Sciences only on October 9, 2019 from 9:00 to 17:00.

## 3. Admissions Policy

The Department of Integrated Global Studies (IGS) hopes to admit students with the following attributes, based on the diploma policy and curriculum policy for the Integrated Global Studies Program organized by the Department.

- (1) Students who would like to understand global issues with an integrative perspective to pursue world peace while respecting linguistic, cultural, and religious differences;
- (2) Students who are interested in natural sciences and would like to work towards the harmonious relationship between human beings and nature; and
- (3) Students who are willing to improve language skills and make a contribution to global society.

The Department expects that, before enrollment, prospective students have developed an interest in and learned about the following:

- A wide range of academic areas across disciplinary boundaries such as the humanities and sciences, and various challenges confronting present-day society; and
- Problems and issues regarding the international community, the global environment, and cross-cultural understanding.

The Department hopes to admit students who, after their enrollment, will be able to:

- Understand and analyze the various challenges confronting the international community from multifaceted perspectives transcending disciplinary boundaries between the humanities and sciences (integrated thinking);

- Understand others irrespective of the differences among countries/regions, cultures, religions and languages, and think about things from a global perspective encompassing human society and its surrounding natural environment (global vision); and
- Address various challenges of the international community from a peace-seeking viewpoint, and work toward the realization of world peace and harmony between people and nature, in a cooperative and creative manner (cooperative action).

### **Important evaluation items**

#### **[Interest, motivation and attitude]**

Interviews and personal statements are used to assess if the applicants have extensive intellectual interest, the intellectual ability to determine what they should address from among the various challenges confronting present-day society, and the broad perspective that is required in order to play an active role in the international community.

#### **[Knowledge and skills]**

Academic transcripts and test results, personal statements, and documents to prove English language proficiency are used to assess if the applicants have the capability to adapt to the curriculum policy of the Department of Integrated Global Studies, by confirming that they have acquired broad basic academic abilities, logical thinking ability, the ability to read and comprehend, and the power of expression.

#### **[Ability to think, judge and have expressive power]**

Interviews and personal statements are used to assess if they have an ability to think flexibly, judge and have expressive power in order to find ways to resolve problems that they should address.

#### **[Independence and cooperativity]**

Personal statements are used to assess if they have developed the independence and cooperativity necessary to resolve problems that they should address.

## **4. Application Eligibility**

Applicants must fulfill the following **Requirements 1 and 2**.

### **Requirement 1: Education Qualifications**

Applicants must satisfy any one of the following conditions by the time of enrollment to IGS.

- (1) Persons who have graduated, or who are expected to graduate from a high school or other school of secondary education in Japan by March 31, 2020.
- (2) Persons who have completed, or who are expected to complete 12 years of formal school education in Japan by March 31, 2020.
- (3) Persons who have completed, or who are expected to complete 12 years of school education in a country other than Japan by March 31, 2020, or those possessing equivalent academic qualifications specified by the Minister of Ministry of Education, Culture, Sports, Science and Technology (MEXT) of Japan (Note 1).

(Note 1) Those possessing equivalent academic qualifications specified by the Minister of MEXT means that you meet any one of the following qualifications from a to e.

- a. Persons who have passed, or who are expected to pass an examination in a country other than Japan that is recognized as an academic qualification test that certifies that the applicant has an academic ability equivalent to that of those who have completed a 12-year school education curriculum in the said country (including examinations equivalent to national examinations; the same shall apply in the next item), and will be at least 18 years old by March 31, 2020.
- b. Persons who have completed, in a country other than Japan, a school curriculum that is equivalent to that of senior high school level (including those who have passed an examination in the said country that is recognized as an academic qualification test that certifies that the applicant has an academic ability equivalent to or higher than that of those who have completed such a curriculum), and who have completed, or who are expected to complete a pre-university preparation education curriculum required for admission to universities in Japan,

which is designated by the Minister of MEXT, or other preparatory curriculum consisting of education relating to subjects required for admission to universities in Japan and training at facilities separately designated by the Minister of MEXT.

- c. Persons who have completed, or who are expected to complete, in a country other than Japan, a school curriculum that is equivalent to that of a senior high school level, which is separately designated by the Minister of MEXT (only if the completion of the curriculum is considered comparable to the completion of an 11 or more-year school curriculum in the said country, and the curriculum satisfies other requirements specified by the Minister of MEXT).
- d. Persons who have completed, or who are expected to complete a curriculum at an educational institution established in Japan within the scope of the educational system of a foreign country, that is equivalent to the curriculum of schools that correspond to high school level in the said country (only if the completion of the curriculum is considered comparable to the completion of a 12-year school curriculum in the country's educational system).
- e. Persons who have completed, or who are expected to complete a curriculum at an educational institution established in Japan within the scope of the educational system of a foreign country, that is equivalent to the curriculum of schools that correspond to high school level in the said country (except if the completion of the curriculum is considered comparable to the completion of a 12-year school curriculum in the country's educational system), and who have completed the preparatory education curriculum specified in item b above.

(Note 2) Persons who have attended international schools and American schools may not be eligible to apply, or it may take time to confirm their application eligibility. For these reasons, they should inquire about their eligibility as early as possible before the application period.

- (4) Persons who have completed, or who are expected to complete by the end of March 31, 2020, a course of study at an overseas educational institution that is recognized or specified by the Minister of MEXT as being equivalent or corresponding to that of a Japanese high school.
- (5) Persons who have, or who are expected to obtain by March 31, 2020, the International Baccalaureate Diploma qualification granted by the International Baccalaureate Organization, which is a foundation established in accordance with the Swiss Civil Code.
- (6) Persons who have the Abitur certificate, recognized as the qualification for admission into a university by the Federal Republic of Germany, or who are expected to obtain the certificate by March 31, 2020.
- (7) Persons who have, or who are expected to obtain by March 31, 2020, the Baccalauréat Diploma, recognized as the qualification for admission into a university by the Republic of France.
- (8) Persons who have, or who are expected to obtain by March 31, 2020, the General Certificate of Education Advanced Level (GCE A Level), recognized as the qualification for admission into a university by the United Kingdom of Great Britain and Northern Ireland.
- (9) Persons who have completed, or who are expected to complete, a 12-year education curriculum by March 31, 2020 in a school accredited by the Western Association of Schools and Colleges (WASC) headquartered in California, the United States of America; the Association of Christian Schools International (ACSI) headquartered in Colorado, the United States of America; or the European Council of International Schools (CIS) headquartered in Hampshire, the United Kingdom of Great Britain and Northern Ireland.
- (10) Persons who have passed, or who are expected to pass by March 31, 2020, the Examination for the Certificate for Students Achieving the Proficiency Level of Upper Secondary School Graduates, held in accordance with the Regulations for the said Examination (MEXT Ordinance No. 1 of 2005) (including those who have passed the University Entrance Qualification Examination held in accordance with the Regulations for that Examination [MEXT

Ordinance No. 13 of 1951] before it was abolished in accordance with Article 2 of the supplementary provisions of MEXT Ordinance No. 1 of 2005), and will be at least 18 years old by March 31, 2020.

## Requirement 2: English Language Requirements

Applicants must satisfy at least one of the English language requirements described below:

1. Cambridge English	B2 First/ B2 First for Schools (FCE) or above (160 or above in overall score) Names of the eligible tests are described below: B2 First (FCE), B2 First for Schools (FCE)—accepted with a minimum overall score of 160 C1 Advanced (CAE)—accepted with a minimum overall score of 180 C2 Proficiency (CPE)—accepted with a minimum overall score of 200
2. EIKEN	Pre-1st grade or above
3. GTEC (CBT Type Only)	1190 or above
4. IELTS™(Academic Module)	5.5 or above
5. TEAP (4 skills)	309 or above
6. TEAP CBT (4 skills)	600 or above
7. TOEFL iBT®	72 or above
8. TOEIC® L&R and TOEIC® S&W	1095 or above (L&R 785 or above and S&W 310 or above)
9. Persons who satisfy either one of the following two requirements:	
a. Persons who have undertaken three years or more of their secondary education (Senior high school, Junior high school, etc.) in English as their primary language of instruction; or	
b. Persons who are taking or have taken the International Baccalaureate Diploma with English as the language of instruction.	

## 5. Application Procedures

Complete the following seven steps within the application period stated below:

### Step 1: Access the online application system

Access the online application system from the Hiroshima University Admissions Information web page:  
<https://www.hiroshima-u.ac.jp/en/nyugaku>

<For inquiries concerning online application system and UCARO website>	
Online Application Help Desk (Japanese Speaking Only)	Phone: +81-50-3786-5124 Inquires accepted from 10:00 am to 6:00 pm (Except Saturday, Sunday and national holidays until July 31) (Except from December 30 to January 3)
UCARO Support Office (Japanese Speaking Only)	Phone: +81-50-3786-5224 Inquires accepted from 10:00 am to 6:00 pm (Except from December 30 to January 3)

### Step 2: Select 'Membership Registration' on the UCARO log in screen.

Hiroshima University uses the UCARO website for the process from the application to enrollment procedures. UCARO is an Internet application and enrollment procedure support system.

Account registration for UCARO is required for all applicants (free of charge) and it enables applicants to use the above online application system and complete the enrollment procedures.

### Step 3: Input your application data into the online application system

Follow the instruction on the screen and enter your name, address, etc.

The disclosure of entrance examination results service is available. For this service, JPY 300 is required as the disclosure fee. If you would like to request this disclosure, please select “Yes” in the ‘Disclosure of Entrance Examination Results’ section.

Note that the result will be disclosed only in Japanese. Detailed information is provided on page 18.

### Step 4: Confirm the necessary documents and upload your photo

Confirm the necessary documents when they are shown and upload a digital photo of yourself.

### Step 5: Payment of application fee (JPY 17,000)

Choose the method of payment from the following list. For applications from outside Japan, only credit card payments can be accepted.

1. Credit Cards: VISA, MasterCard, JCB, AMERICAN EXPRESS, Diners Club
2. Convenience Stores: 7-Eleven, LAWSON, MINISTOP, FamilyMart, Daily Yamazaki, Seicomart
3. Banking facilities’ ATM【Pay-easy】
4. Online Banking (Japanese bank account only)

(Note)

- **In addition to the application fee, applicants must pay JPY 500 as the processing fee.**
- If you select “Yes” in the ‘Disclosure of Entrance Examination results’ section at Step 3, JPY 300 is added to the application fee.

#### Important notices regarding the application fee

The application fee, once paid, will not be refunded for any reason.

However, in cases (1) and (2) below, the application fee is refundable after deducting the bank transfer fee. If the disclosure fee is paid, it is also refundable. Therefore in such cases, please clearly write the reason for demand of refund, name, postal code, address, transfer destination information and contact telephone number in the prescribed format given from the university and send it to the address mentioned below by postal mail by February 28, 2020.

(1) If the application documents have not been submitted, or if they have not been accepted.

(2) If duplicate payments of the application fee have been made in error.

Address:

Office of Admissions, Hiroshima University  
1-3-2 Kagamiyama, Higashi-Hiroshima, 739-8511 Japan

Note that, unsuccessful applicants for the first selection will receive a refund of JPY 13,000.

How to obtain a refund will be notified to the applicants along with their first selection results.

### Step 6: Initial registration process complete (Your application is NOT completed yet.)

You will be issued with a registration number (not your examinee’s number). Please make a note of it or print out a copy of the computer screen showing the number. The registration number is needed for confirming the application details later and for sending the application documents by post.

### Step 7: Submission of application documents through registered mail

Prepare an envelope that accommodates A-4 size documents for sending application documents. Write the registration number, the postal code, address, and the name of the applicant on the envelope. Send the envelope containing all the necessary documents via a registered airmail such as Express Mail Service (EMS) to the following address.

Where to submit	Address	Phone No.
Department of Integrated Global Studies (IGS), School of Integrated Arts and Sciences, Hiroshima University	1-7-1 Kagamiyama, Higashi- Hiroshima, 739-8521 Japan	+81-82-424-7988

## 6. Application Period

The application documents must be received by the deadline shown below. Earlier submission is encouraged (See Note).

**From October 3, 2019 to October 9, 2019, NO LATER THAN 17:00 (Japan Standard Time)**

\*Online application is available from 0:00 on October 1, 2019.

(Note)

1. We will not accept applications before the application fees have been paid. Also, incomplete or late applications will not be accepted.
2. Application documents must reach us by 17:00 on the last day of the application period.
3. Inquiries by phone about acknowledging the receipt of application documents will not be accepted. Please use the tracking service of the postal company.
4. We will not accept inquiries by phone regarding the completion of application procedures.

## 7. Application Documents

Submit the following documents A to G within the application period.

Document A: Photograph

Document B: Personal Statement

Document C: Educational Background

Document D: Document to Prove Your Application Eligibility

Document E: Document to Prove Your English Language Proficiency

Document F: Academic Transcripts and Test Results

Document G: Copy of Passport

### (IMPORTANT)

1. In principle, application documents must be originals, unless otherwise designated. For certificates and other documents that cannot be reissued, however, submit a certified copy\* instead of the original document, as none of your submitted application documents can be returned.  
\* A copy certified by an official organization (preferably an organization, such as a school, that issued the said document) as true to the original, and on which the said organization has placed its official seal
2. Documents serving as certificates written in a language other than Japanese or English must be accompanied by a Japanese or English translation. Please attach an official translation with the translator's name, contact information and signature or official seal for documents. The translations are accepted only when they are made by the organization that issued the said document, a translation company, or a qualified translator.
3. If the applicant's present name is different from that written on the application documents due to a name change or other reasons, please provide a copy of official documents, such as an official copy of the applicant's family register, issued by an official institution, to prove that the applicant is the same person as the person indicated on the documents submitted.

### **Document A: Photograph**

The ID image must be uploaded with the following specifications; (Online Submission Only)

- A color or black-and-white photo (A color photo is preferred)
- Must be taken within the past 3 months
- Showing the upper body, no hat, facing the front, and no background
- File format: JPEG
- Preferred Dimensions: 480 pixels wide x 640 pixels high

※As the uploaded image will be used for the student ID card, please upload a photo which can be used after enrollment.

Once you have uploaded a photo, it cannot be replaced. If you want to change the student ID card photo after enrollment, you need to pay JPY 1,000 as a processing fee.



**Document B: Personal Statement**

Access the Hiroshima University Admissions Information web page (<https://www.hiroshima-u.ac.jp/en/nyugaku>), and download the Personal Statement forms from the page that provides information on the entrance examination. Complete the forms by typing in English, print them on A4 paper, and manually sign your name on the forms. Print each form on a single page, and submit Personal Statement 1, 2 and the additional information.

On the Personal Statement 1 and 2 forms, write essays on the following two topics in around 400 words, respectively.

**Topic 1:** Explain reasons why you want to study in the Department of Integrated Global Studies at Hiroshima University and what you want to study. (around 400 words)

**Topic 2:** What do you think is the most important issue of the Sustainable Development Goals (SDGs) out of the 17 goals set by the United Nations? Explain your idea about how to achieve it through the integration of scientific, technological, and socio-cultural factors. (around 400 words)

On the Additional Information form, indicate whether you have any documents that prove your accomplishments and achievements. When you have such a document or documents, write the title of the document(s) on the form. Then submit the form with the relevant documents attached (copies are accepted).

\*Examples of documents that can prove your accomplishments and achievements

If you have experience of winning a prize in an English speech contest or other activity, such as taking proficiency examinations in foreign languages other than English, studying abroad, or participating in events including the Science Olympics or other contests or competitions at national and higher levels, submit the documents that prove your participation results.

**Document C: Educational Background**

**Applicants who fall under the categories of application eligibility [Requirement 1: Education Qualifications] (1), (2) and (4) do not need to submit this form.**

Access the Hiroshima University Admissions Information web page (<https://www.hiroshima-u.ac.jp/en/nyugaku>), and download the specified form for Educational Background from the page that provides information on the entrance examination. After completing the form, submit it to IGS.

**Document D: Document to Prove Your Application Eligibility**

Please see page 3 to 5 for the application eligibility.

Application eligibility [Education Qualifications]	Application documents	Description
(1) (2) (4)	School record	<p>For those who submit a school record (prepared and sealed by the principal of the student's school), which must be created in the form prescribed by MEXT as the "Document F: Academic Transcripts and Test Results" are NOT required to submit the "Document D: Document to Prove Your Application Eligibility".</p> <p>(Note) If applicants cannot obtain a school record because of the expiry of the period for preserving school records or for other reasons, submit the original document or a certified copy of the certificate of graduation/completion. If their certificate of graduation/completion cannot be submitted, the applicant should submit a document prepared by their high school etc. that stated the reason why their certificate of graduation/completion cannot be issued.</p>

(3)	Certificate of (expected) completion of 12-year school curriculum	Submit the original document or a certified copy of the certificate of (expected) graduation/completion, issued by the school attended by the applicant in his/her 12-year school curriculum, or the high school graduation equivalency certificate (or the certificate of expected success in the high school graduation equivalency examination).
(5)	International Baccalaureate Diploma	Applicants who hold the International Baccalaureate Diploma should submit the original document or a certified copy of the diploma.
(6)	Certificate granted to those who have the Abitur qualification	Applicants who hold an Abitur certificate should submit the original document or a certified copy of the certificate of general higher education entrance qualification (Zeugnis der allgemeinen Hochschulreife), which is granted when they pass the Abitur.
(7)	Baccalauréat Diploma	Applicants who hold the Baccalauréat must submit the original document or a certified copy of the French Baccalauréat Diploma. (not necessary if it has not yet been issued.)
(8)	Document to show GCE-A Level examination results	Submit the original document or a certified copy that proves that the applicant has passed at least one subject in the General Certificate of Education, Advanced Level (GCE-A Level) examination.
(9)	Certificate of (expected) completion	Submit the original document or a certified copy of the certificate of completion of 12 years of the curriculum at the school attended by the applicant.
(10)	Passing Score Certificate	Applicants who have passed the Examination for Students Achieving the Proficiency Level of Upper Secondary School Graduates or the University Entrance Qualification Examination should submit the Passing Score Certificate. (Note)  (Note) Those who are expected to earn the credits for the remaining subjects required to pass the aforementioned examination by March 31, 2020 should submit the original or a certified copy of the certificate that shows that the applicant is expected to pass the examination, issued by MEXT.

**Document E: Document to Prove Your English Language Proficiency**

Applicants should submit any one of the certificates noted in the following items 1 through 9. If applicants have more than one score, choose only ONE of the following tests.

A photocopy of certificates is acceptable for the application process. Please note that the original certificate will be required at the time of enrollment procedures\*. Those who fail to submit the original certificate by the final day of enrollment procedures will have their enrollment cancelled.

\*Except for IELTS

Only certificates obtained after April 2017 are valid, regardless of the specific expiration dates of scores, etc.

1. Cambridge English	The certifying statement should be sent directly from the Cambridge Assessment English exam board to Hiroshima University.
2. EIKEN	The certificate sent to the applicant. If you have the document in a form that includes both the Certificate and PROOF OF EIKEN CERTIFICATION, submit either portion to us. Note: When inputting your application data into the Hiroshima University online application system, please enter the Examinee Number (7digits) described in the "PROOF OF EIKEN CERTIFICATION".
3. GTEC (CBT Type Only)	The Score Report or Official Score Certificate sent to the applicant.
4. IELTS™(Academic Module)	A copy of Test Report Form (the document sent to the examinee) Note 1: IGS will use IELTS TRF Verification Service to confirm your official score.

	Note 2: IELTS (CDI) Academic is accepted.
5. TEAP (4 skills)	The Official Score Report sent to the applicant.
6. TEAP CBT (4 skills)	The Official Score Report sent to the applicant.
7. TOEFL iBT®	The Official Score Report should be sent directly from ETS (Educational Testing Service) to Hiroshima University-IGS (Institution code: C339). Note 1: TOEFL-ITP is not accepted. Note 2: The TOEFL test fee includes up to 4 official score reports that ETS will send directly to the institutions or agencies you select BEFORE you take the TOEFL test. Applicants can send the score report to Hiroshima University-IGS (Institution code: C339) in advance to avoid additional score report costs of US\$20.
8. TOEIC® L&R and TOEIC® S&W	The Official Score Certificates sent to the applicant. Certificates for both L&R and S&W are necessary. TOEIC IP is not accepted.
9. “English Language Requirement Confirmation Form” (prescribed form)	Applicants who meet one of the following conditions (a or b) are NOT required to submit score certificates of external English proficiency tests to prove their English language proficiency. Alternatively, submit the “English Language Requirement Confirmation Form” (prescribed form). a. Persons who have undertaken three years or more of their secondary education (Senior high school, Junior high school, etc.) in English as their primary language of instruction. b. Persons who are taking or have taken the International Baccalaureate Diploma with English as the language of instruction.  The “English Language Requirement Confirmation Form” can be downloaded from the page that provides information on the entrance examination on the Hiroshima University Admissions Information web page ( <a href="https://www.hiroshima-u.ac.jp/en/nyugaku">https://www.hiroshima-u.ac.jp/en/nyugaku</a> ).

#### **Document F: Academic Transcripts and Test Results**

If the applicant has the certificates or other documents specified in both (F1) and (F2) below, submit the documents of both types. If the applicant does not have the certificates or documents specified in (F2), it is sufficient to submit the documents of type (F1) only.

#### **(F1) Academic Transcripts**

Please see page 3 to 5 for the application eligibility.

Application eligibility [Education Qualifications]	Application documents	Description
(1) (2) (4)	School record	Submit a school record (prepared and sealed by the principal of the student’s school), which must be created in the form prescribed by MEXT.  (Note) 1. If applicants cannot obtain a school record because of the expiry of the period for preserving school records or for other reasons, the applicant may submit their academic transcript (or certificate of credits earned) in place of their school record. If their academic transcript (or certificate of credits earned) cannot be submitted, the applicant should submit a document prepared by their high school etc. that states the reason why their academic transcript (or certificate of credits earned) cannot be issued.  2. Applicants who are expected to graduate from their high school etc. must submit their school record that states their academic performance up to the first term (first semester) of the third year. If academic records up to the first term (first semester) of the third year cannot be submitted, follow the instructions

		<p>below:</p> <p>[Three-term system]</p> <ul style="list-style-type: none"> <li>- Submit a school record that states academic performance up to their third term of the second year and the courses the applicant is studying in the third year*</li> </ul> <p>[Two-semester system]</p> <ul style="list-style-type: none"> <li>- Submit a school record that states academic performance up to the middle of the first semester in the third year.</li> <li>- If such a school record cannot be submitted, the applicant may submit a school record that states academic performance in the second semester of the second year and the courses the applicant is studying in the third year.*</li> </ul> <p>* Courses the applicant is studying in the third year should be clearly indicated and the statement: “Since academic performance up to the first term (semester) cannot be issued” should be added in the remarks column.</p>
(3) (5) (6) (7) (8)	Academic transcript	Submit the original or a certified copy of an academic transcript issued by a high school, or a school equivalent to high school that covers the <u>entire period</u> of your school attendance.
(9)	Academic transcript from an international school which has been accredited by an international evaluation organization	Submit the original or a certified copy of an academic transcript from an international school, which also includes a clear statement that the school has been accredited by an international accreditation organization (WASC, ACSI or CIS) designated by the Minister of MEXT. If the academic transcript does not clearly state that the school has been accredited by an international accreditation organization (WASC, ACSI or CIS), submit a separate document to prove that the school has been accredited by any of the above organizations.
(10)	School record (or Academic transcript)	<u>Only if</u> applicants (Application Eligibility Requirement 1: Education Qualifications (10)) have taken subjects at a senior high school, submit a school report or academic transcript (or certificate of credits earned) from the senior high school.

(Note) Applicants who cannot submit the document (F1), for example those who have passed high school graduation equivalency examinations (i.e. GED in USA), should send an email inquiry to the Department of Integrated Global Studies (IGS) (E-mail: igs-application@hiroshima-u.ac.jp) as early as possible.

## (F2) Mandatory or standardized test results to enter the university

Applicants who have taken the following mandatory or standardized national tests must submit the original or a certified copy of the examination result certificates.

### a. Mandatory or standardized national test results to enter the university

- International Baccalaureate: final examination results certificate of six subjects
- Abitur: results certificate of the Abitur
- Certificate of the results of the Baccalauréat
- Standardized tests for university admission in the relevant country/region (e.g. China, South Korea, Taiwan, Indonesia, New Zealand, Malaysia, etc.)

### b. Standardized test result certificates

- SAT Subject Test
- ACT
- EJU (Examination for Japanese University Admission for International Students) \*, etc.

\*For EJU, please submit a copy of the EJU score report. Hiroshima University will contact Japan Student Services Organization (JASSO) to confirm your official score.

### **Document G: Copy of Passport**

Submit a copy of the page(s) that contains the applicant's name, nationality and photograph of his/her face. If the applicant does not have a passport, he/she must submit a copy of an official document that certifies his/her nationality.

### **(IMPORTANT)**

1. Applicants for the *Overseas Entrance Interview Examination for International and Japanese Applicants in November* are not permitted to concurrently apply for the *On Campus Entrance Interview Examination for International and Japanese Applicants in November*.
2. Application documents should be typed or handwritten by the applicant. The applicant must place his/her handwritten signature on these documents. When application documents are handwritten, use a black ballpoint pen.  
To make a correction, draw a horizontal double line on the erroneous portion, and write the correct information in the margin of the page. Do not use correction fluid/tape to erase errors.
3. Late or incomplete applications will not be considered.
4. Once application documents are accepted, the information contained therein cannot be modified.
5. Application category cannot be changed after the application period.
6. Application documents that have been accepted may not be returned for any reason.
7. Hiroshima University will void the successful examination results of applicants or admission of students whose application documents are found to contain falsifications or misrepresentations after the examinations or admission.
8. For other matters regarding application, please contact the Department of Integrated Global Studies (IGS), School of Integrated Arts and Sciences.
9. The personal information of applicants that Hiroshima University obtained through the process of their applications (name, date of birth, gender, etc.) will only be used for the selection of applicants, announcement of selection results, and admission procedures.

Personal information of successful applicants will be used for student support services (academic advising, scholarship applications, application for tuition fee exemption, issuance of student ID cards, etc.) and surveys and studies (improvement of the admission examinations, research and analysis of motivation for application, etc.).

Regarding the use of personal information in the aforementioned matters, such information may be handled by an outside company to which Hiroshima University has entrusted to conduct part of its work (hereinafter referred to as "outsourced company"). In such cases, the university provides the outsourced company with only that part of the personal information it has obtained that is necessary for the outsourced company to conduct its work.

## **8. Examinee's Number and printing the Examination Card**

After Hiroshima University has received the application documents and confirmed that the application eligibility has been fulfilled, the university will enable applicants check their examinee's number on the UCARO website after 12:00 on October 17, 2019 (scheduled).

Applicants who have passed the first selection will be able to print the Examination Card and examination guide at UCARO after 12:00 on October 31 (scheduled), so please print them out from UCARO and bring them on the day of the final selection.

If you cannot print the Examination Card and examination guide, please contact the Department of Integrated Global Studies (IGS).

## **9. Applicant Selection Process**

Applicants are selected through the first and final selections.

### **(1) First selection**

- a. Screening method: The screening is done based on application documents (personal statement (Document B), document to prove your English language proficiency (Document E), and academic transcripts and test results (Document F)).
- b. Pass/fail decision: The decision will be made based on a comprehensive evaluation of the application documents (personal statement (Document B), document to prove your English language proficiency (Document E), and academic transcripts and test results (Document F)) by classifying them into four grades from A to D.

### **(2) Final selection**

- a. Screening method: The applicants who have passed the first selection will be interviewed in English via the Internet. The interview will be conducted completely in English. The applicants should be able to understand social, global, and

scientific issues in English and to express their own ideas logically and persuasively. They are also expected to show their creativity and adaptability in order to work in society. The interview examination will be held on the **time and date specified by the university between November 18, 2019 and November 21, 2019**. The details will be sent via email individually only to applicants who have passed the first selection.

- b. Pass/fail decision: The decision will be made based on a comprehensive evaluation of the interview test results (based on a scale of 300), combined with the application documents (personal statement (Document B), document to prove your English language proficiency (Document E), and academic transcripts and test results (Document F)).

**(IMPORTANT)**

On the day of examination, applicants must follow the directions given by interviewers. Other information will be separately provided to successful applicants of the first selection.

## 10. Announcement of the Selection Results

**(1) Announcement of the first selection results 12:00, October 31, 2019 (JST) (scheduled)**

The first selection results will be announced at Hiroshima University website (<https://www.hiroshima-u.ac.jp/nyushi/goukaku>) and UCARO website.

[For successful applicants]

The final selection guidance will be announced through UCARO, on the day on which the first selection results are announced.

[For unsuccessful applicants]

Information on how to obtain a refund for part of the application fee will be available on UCARO.

**(2) Announcement of the final selection results 12:00, December 6, 2019(JST) (scheduled)**

The examinee's numbers of successful applicants will be published on the Hiroshima University Admissions Information website (<https://www.hiroshima-u.ac.jp/nyushi/goukaku>) and UCARO website.

Hiroshima University posts the information on the website as part of its information disclosure activities, and the formal announcement of successful applicants will be made by sending the written notification by postal mail.

Inquiries by phone or other means about the selection results will not be accepted.

## 11. Enrollment Procedures

**(1) Period**

Complete the enrollment procedures within the following periods.

**From December 6 at 12:00 to December 13, 2019, NO LATER THAN 17:00 (JST)**

**(2) Procedures**

Successful applicants will be notified of the detailed enrollment procedures.

**(3) Enrollment and tuition fees**

a. Enrollment fee JPY 282,000

b. Tuition fee (full-year) JPY 535,800

- The enrollment fee, once paid, will not be returned under any circumstances.

- In the case of tuition revision during enrollment, students will be required to pay the revised tuition fee.

\* The above amounts are valid as of June 2019.

The actual fees to be paid and specific payment methods will be notified separately.

**(IMPORTANT)**

1. In case you do not complete the enrollment procedure within the period stated above, you will be regarded as you withdraw from the admission process.
2. If a successful applicant fails to fulfill the requirements in the "4. Application Eligibility" section, their admission will be cancelled even after completion of the procedures.

## 12. Scholarships

The Department of Integrated Global Studies (IGS) offer full or partial scholarship opportunities to international students enrolled in IGS bachelor's program to help student succeed academically.

All these scholarship programs are offered to students who do not have Japanese nationality and will enter Japan with a valid "Ryugaku" student visa. Some scholarships are not available for those who already live or study in Japan as international students. Updated information must be obtained from the IGS website and emails from the Department. Please note that successful applicants will have to withdraw from other scholarship programs to study in Japan if other scholarship programs have also been applied to.

### (1) Japanese Government (MEXT) Scholarship

A few selected outstanding applicants will be recommended for the Japanese Government (MEXT \*) scholarship (University Recommendation).

\* MEXT: Ministry of Education, Culture, Sports, Science and Technology

Type	Government (MEXT)
Award	- Monthly allowance of JPY 117,000 - Full waiver of all school fees - Air ticket to and from Japan
Term	Four years
Eligibility	- Not living/studying in Japan - Success in IGS admissions for April 2020 intake - High academic performance in the previous education institution - Under 24 years old at the time of enrollment
Application	Candidates will be contacted by the IGS Office in December.
Decision	February

### (2) Monbukagakusho Honors Scholarship

Applicants who are not residing in Japan and will come to Japan to enroll in IGS will have an opportunity to apply for the Reservation Program for Monbukagakusho Honors Scholarship for Privately-Financed International Students by Pre-arrival Admission (University Recommendation).

Type	Government (MEXT/JASSO)
Award	Monthly allowance of JPY 48,000
Term	One year
Eligibility	- Not living/studying in Japan - Success in IGS admissions for April 2020 intake - High academic performance in the previous education institution
Application	March – candidates will be contacted by IGS Office.
Decision	April

### (3) IGS Scholarship

Applicants who possess a nationality other than Japanese and have "Ryugaku" student visas, including those who have initiated the application process are eligible for the IGS Scholarship.

Type	University (Hiroshima University)
Award	JPY 300,000 (one-time award)
Eligibility	- Success in IGS admissions for April 2020 intake (International applicants who live in Japan are eligible to apply.)
Application	After the announcement of successful applicants of IGS program
Decision	January

## 13. Other Points to be Considered

### (1) Contact address

Higashi-Hiroshima Campus (excluding Saturday, Sunday, and national holidays)

- Department of Integrated Global Studies,  
School of Integrated Arts and Sciences, Hiroshima University  
1-7-1 Kagamiyama, Higashi-Hiroshima, 739-8521 Japan  
Phone: +81-82-424-7988 E-mail: [igs-application@hiroshima-u.ac.jp](mailto:igs-application@hiroshima-u.ac.jp)
- Office of Admissions, Hiroshima University  
1-3-2 Kagamiyama, Higashi-Hiroshima, 739-8511 Japan  
E-mail: [nyusi-group@office.hiroshima-u.ac.jp](mailto:nyusi-group@office.hiroshima-u.ac.jp)
- The Department of Integrated Global Studies, School of Integrated Arts and Sciences, Hiroshima University  
website: <https://www.hiroshima-u.ac.jp/en/igs>
- Hiroshima University website: <https://www.hiroshima-u.ac.jp/en/>

### (2) Pre-arrangements for special needs applicants

Those who require special consideration for taking examinations and/or pursuing an academic program due to a disability or other legitimate reason must first contact the School of Integrated Arts and Sciences and then submit a free format statement of information as described below to provide advance notice so that necessary arrangements may be made.

#### a. Period of statement submission

Those who require specific arrangements, such as the preparation of examination texts in Braille, must contact the School of Integrated Arts and Sciences no later than three weeks before the date on which acceptance of applications begins.

For other special needs applicants, please provide notification no later than one week before the date on which acceptance of applications begins

Applicants who require special consideration are advised to contact the School of Integrated Arts and Sciences, Hiroshima University as early as possible since certain arrangements will require sufficient time to prepare.

#### b. Information to include in the statement

- Applicant's name, address, and contact telephone number
- Name of the last school attended
- Day of the entrance examination and the names of the school, department, and course for which the application is being made
- Type and degree of disability (attach the treating physician's diagnosis or certificate (copy) of disability)
- Requested consideration regarding examinations
- Requested consideration during enrollment at the School of Integrated Arts and Sciences
- Arrangements made at school(s) previously attended
- Description of daily life

### (3) Extended Study Program

Students who fall under the following categories can benefit from this program, which enables them to complete their curriculum in a period exceeding the standard duration of studies, in accordance with a prearranged schedule:

- (1) Individuals that are employed and working (including persons working part-time) for whom securing time for studies is especially difficult;
- (2) Individuals that carry out domestic duties, childcare, or caregiving at home for whom securing time for studies is especially difficult; or

### (4) Towards a smoke-free campus

Smoking will be prohibited entirely in all HU campuses from January, 2020.

※The Kasumi Campus has been smoke-free since April, 2018.



# Splendor Scholarship Program

Full tuition exemption

&

Monthly scholarship: 100,000JPY

“Splendor Scholarship Program” is Hiroshima University’s original program to assist students with excellent academic record and remarkable personality but have financial difficulties continuing their university education.

## 1. Overview

Contents of support: Full tuition exemption (from the 3rd grade until the end of the standard period of study) and monthly scholarship of 100,000JPY

Number of recipients: Only a few students (New 3rd year undergraduates who enrolled in AY2018)

\*Scholarship recipients who failed to meet the academic requirements set by Hiroshima University (HU) during their period of study will lose their eligibility for the scholarship.

\* Students who graduate and proceed to one of HU’s graduate schools can continue to receive scholarship if they meet the requirements set by HU.

## 2. Application

Conditions: 2nd year undergraduates (except enrollees admitted by the “FURUSATO Admission Quota” for the School of Medicine in AY2018) who meet the three requirements written in the following “3. Selection criteria” at the time of application.

How to apply: Submit the necessary documents during the application period (**Jan. 20th thru Jan. 31st, 2020**).

Refer to the University’s website for details of the application documents (format).

<https://momiji.hiroshima-u.ac.jp/momiji-top/life/keizaishien/hikarikagayaku.html>

From the top page of the Momiji website (Japanese page) -> “学生生活のサポート” -> “経済支援” -> “広島大学光り輝く奨学制度”

\* Applicants need to submit documents verifying their annual income such as withholding slip (*gensen-choushu-hyo*) and tax return (*kakutei-shinkoku-sho*).

Please obtain and prepare necessary documents in advance.

## 3. Selection criteria

Screening method: Scholarship recipients are selected from the applicants who meet the following 3 requirements.

### • Academic requirements

Students who earned the standard number of credits of the school they enrolled in, and maintained **a GPA of 80 or above (from their 1st year until the end of the first half of the 2nd year)**

### • Economic situation

Applicants’ degree of economic hardship is measured based on the total annual income of the previous year (Jan. thru Dec., 2019). The amount remaining after subtracting the amount of special tax deduction (specified according to family structures and circumstances) from the total household’s income, must be equal to or less than the amount set by HU.

### • Character evaluation

Students who have never been subjected to disciplinary punishment by “Hiroshima University Student Disciplinary Regulations” before.

## [Inquiries]

Student Services Group, Hiroshima University (in charge of Splendor Scholarship Program)

1-7-1 Kagamiyama, Higashi-Hiroshima City, Hiroshima, Japan 739-8514    Mail: [gkeizai-group@office.hiroshima-u.ac.jp](mailto:gkeizai-group@office.hiroshima-u.ac.jp)

HU website top (Japanese version) -> 高校生・保護者の方へ キャンパスライフ情報 (学生情報の森もみじ) -> 「学生生活のサポート」  
-> 「経済支援」 -> 「広島大学光り輝く奨学制度」 <https://momiji.hiroshima-u.ac.jp/momiji-top/life/keizaishien/hikarikagayaku.html>

Disclosure of Entrance Examination Results (Personal Information)
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1. This Entrance Examination Results (Personal Information) as defined in the following will be disclosed only to those who have applied the disclosure of examination results by the online application system from Hiroshima University.

Item	Information disclosed
Grade	First selection: A comprehensive evaluation by classification into four grades * Grading criteria is indicated in Table 1 below.  Final selection: A comprehensive evaluation by classification into four grades * Grading criteria is indicated in Table 2 below.

Table 1. First selection

A	Those whose applications are deemed adequate to qualify for the final selection for the IGS Entrance Examination.
B	Those whose applications are deemed inadequate by a small margin to qualify for the final selection for the IGS Entrance Examination.
C	Those whose applications are deemed inadequate for the final selection for the IGS Entrance Examination.
D	Those whose applications are deemed inadequate to qualify for the final selection for the IGS Entrance Examination, and are considered to be highly unlikely to be accepted.

Table 2. Final selection

A	Those whose examination results are deemed adequate to obtain admission to IGS through this Entrance Examination.
B	Those whose examination results are deemed inadequate by a small margin to obtain admission to IGS through this Entrance Examination.
C	Those whose examination results are deemed inadequate to obtain admission to IGS through this Entrance Examination.
D	Those whose examination results are deemed inadequate to obtain admission to IGS through this Entrance Examination, and are considered to be highly unlikely to be accepted.

2. The disclosure of examination results may be requested in the following manner:

The request procedures for a disclosure should be done at the time of application for the entrance examination.

- (1) Access the online application system from the Hiroshima University Admissions Information website:  
<https://www.hiroshima-u.ac.jp/en/nyugaku>.
- (2) Please select “Yes” in the Disclosure of Entrance Examination Results section if you would like to request a disclosure. Please note the following points.
  - JPY 300 is required as the disclosure fee. It is added to the application fee. Even if you do not take this examination after the application, the disclosure fee cannot be refunded.
  - Note that the result is only indicated with a grading scale letter (A, B, C, or D).
- (3) Do the payment procedures for the disclosure fee together with the application fee in the ‘Select a Payment Method’ section through the Internet application system.
- (4) **The result will be available from April 21, 2020 to May 31, 2020 on the UCARO website.**  
 UCARO is an Internet application and enrollment procedure support system.

Office of Admissions, Hiroshima University  
 E-mail: [nyusi-group@office.hiroshima-u.ac.jp](mailto:nyusi-group@office.hiroshima-u.ac.jp)

- (Note) Only the Office of Admissions accepts applications and inquiries regarding disclosure of examination results.  
 The Department of Integrated Global Studies will not accept such applications and inquiries.

## Laptop Requirements

From Academic Year 2015, every student at Hiroshima University has been requested to have their own laptop and to use it in their academic activities. You will use your laptop in *Introduction to University Education* and other IT-related lectures. You will also use your laptop and the Internet on a lot of occasions, including when writing lecture reports and papers.

Administrative procedures such as course registration, viewing your grades/credits, receiving messages from teachers/the administrative office, etc. are made via the student portal site, MOMIJI (<https://momiji.hiroshima-u.ac.jp/>). Computers are often used in lectures. You must bring your laptop to classrooms when asked by your teachers. Therefore, you need to prepare a laptop before the first school term starts.

Note that laptop requirements are reviewed every year and may differ depending on the school/department. If you already own a laptop meeting the requirements, you do not need to purchase a new one.

Requirements for AY 2019 are available at: [https://www.hiroshima-u.ac.jp/en/about/initiatives/jyoho\\_ka/hikkei\\_pc](https://www.hiroshima-u.ac.jp/en/about/initiatives/jyoho_ka/hikkei_pc)

Requirements for AY 2020 will be available from December 2019 at the above URL.

### **Important Notice For those who have difficulty preparing a laptop due to economic circumstances**

Upon the request from students who are deemed eligible for exemption or postponement of the payment of the enrollment fee, Hiroshima University will lend a laptop free of charge for one year. If you wish to lend a laptop, you need to make an application at the same time you apply for exemption or postponement of payment of the enrollment fee.

For inquiries	
Information Promotion G, Department of Information, Financial and General Affairs Office, Hiroshima University	Phone: +81-82-424-6054, 5687 Inquires accepted from 9:00 am to 5:00 pm (excluding Saturday, Sunday and national holidays) E-mail: <a href="mailto:st-pc@ml.hiroshima-u.ac.jp">st-pc@ml.hiroshima-u.ac.jp</a>

**〈CONTACT ADDRESS〉**

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Hiroshima University

1-7-1 Kagamiyama, Higashi-Hiroshima, 739-8521 Japan

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