

# Application Guide

## For Admissions in April 2021

Overseas Entrance Interview Examination  
for International Applicants in July

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

Department of Integrated Global Studies (IGS)  
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 | Limited |
|-----------------------------------|---------|

(Note) The number of students to be admitted in the Overseas Entrance Interview Examination for International Applicants in July will be included in the number of students to be admitted in the Overseas Entrance Interview Examination for International and Japanese Applicants in November.

## 2. Application and Selection Schedule

**The times and dates on this document are based on Japan Standard Time.**

| Application and selection process           | Date  |
|---|---|
| Application period                          | From June 18, 2020 to July 3, 2020  |
| First selection                             | Document screening  |
| Announcement of the first selection results | July 16, 2020   |
| Final selection                             | Time and date specified by the university between July 28, 2020 and July 30, 2020 |
| Announcement of the final selection results | August 7, 2020  |
| Start of the Semester                       | April 1, 2021   |

(Note) Applicants need to submit their application documents by post and the documents must be received by IGS by the deadline. However, applicants can bring their application documents at the student support office of the School of Integrated Arts and Sciences only on July 3, 2020 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:

- The subjects learned in high school, namely, Language and Culture Studies, History and Geography, Ethics, Political and Economic Science, Mathematics, Science, and Foreign Language;
- 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.

After enrollment, the Department will nurture the students' abilities 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

|   |  |  |
|---|--|--|
| Basic and fundamental knowledge and skills<br>[Knowledge and skills]  | Abilities to think, make decisions, and express oneself, which are necessary to use one's knowledge and skills in order to discover problems, consider to solve them, and convey one's findings to others<br>[Ability to think, make decisions, and express oneself] | Proactive attitude of learning independently while working with diverse people<br>[Independence and cooperativeness] |
| <ul style="list-style-type: none"> <li>• Academic transcripts and test results</li> <li>• Personal statements</li> <li>• Documents to prove English language proficiency</li> </ul> | <ul style="list-style-type: none"> <li>• Interview</li> <li>• Personal Statements</li> </ul>   | <ul style="list-style-type: none"> <li>• Interview</li> <li>• Personal Statements</li> </ul>                         |

## 4. Application Eligibility

Applicants must fulfill the following **Requirements 1 to 3**.

### Requirement 1: Nationality

Applicants must have a nationality other than Japanese at the time of application. Persons who have a Japanese nationality at the time of application cannot apply for this examination.

### Requirement 2: Educational Qualifications

Applicants must satisfy any one of the following conditions:

- (1) Persons who have completed, or who are expected to complete 12 years of school education in a country other than Japan by March 31, 2021, or those possessing equivalent academic qualifications specified by the Minister of Education, Culture, Sports, Science and Technology of Japan (Note 1).

(Note 1) Those possessing equivalent academic qualifications specified by the Minister of Education, Culture, Sports, Science and Technology of Japan means that you meet any one of the following qualifications from a to e below:

- 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, 2021.
- 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 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 are expected to complete a pre-university preparation education curriculum required for admission to universities in Japan, which is designated by the Minister of Education, Culture, Sports, Science and Technology, 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 Education, Culture, Sports, Science and Technology .
- 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 senior high school level, which is separately designated by the Minister of Education, Culture, Sports, Science and Technology (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 Education, Culture, Sports, Science and Technology).

- 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.

- (2) Persons who have obtained, or who are expected to obtain by March 31, 2021, the International Baccalaureate qualification granted by the International Baccalaureate Organization, which is a foundation established in accordance with the Swiss Civil Code.
- (3) Persons who have obtained, or who are expected to obtain by March 31, 2021, the Abitur certificate, recognized as the qualification for admission into a university by the Federal Republic of Germany.
- (4) Persons who have obtained, or who are expected to obtain by March 31, 2021, the Baccalauréat diploma, recognized as the qualification for admission into a university by the Republic of France.
- (5) Persons who have obtained, or who are expected to obtain by March 31, 2021, 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.
- (6) Persons who have completed, or who are expected to complete, a 12-year education curriculum by March 31, 2021 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.
- (7) Persons who have been recognized through an individual review by Hiroshima University as being equivalent to or higher than a high school graduate in scholastic activity, and will be at least 18 years old by March 31, 2021.

(Note 3) Persons whose academic background falls under (7) must apply for an individual review by Hiroshima University by June 4, 2020 (Earlier submission is encouraged). For details of the individual review, see the IGS website (<https://www.hiroshima-u.ac.jp/en/igs/IndividualReview>). Persons who are not sure of their application eligibility should contact IGS before the end of April.

### Requirement 3: English Language Requirements

Applicants must satisfy one of the requirements noted in the following items 1 through 9.

Those who are unable to take the English Language Proficiency tests below due to influence on the novel coronavirus (COVID-19) must contact the IGS before the end of May.

|                      |  |
|----------------------|--|
| 1. Cambridge English | 160 or above in overall score<br>Names of the eligible tests are described below:<br>B1 Preliminary, B1 Preliminary for Schools, B2 First, B2 First for Schools, C1 Advanced, C2 Proficiency |
| 2. EIKEN             | A passing Pre-1st grade or above<br>EIKEN CSE score is <u>not</u> used for this application.<br>The eligible tests are described below:  |

|   |   |
|---|---|
|   | The EIKEN Test in Practical English Proficiency (Conventional type), EIKEN 2020 2 days S- Interview, EIKEN 2020 1 day S-CBT, EIKEN CBT  |
| 3. GTEC   | GTEC (CBT Type Only)<br>1190 or above   |
| 4. IELTS™   | 5.5 or above<br>The eligible tests are described below:<br>Paper-based IELTS (Academic Module), Computer-delivered IELTS (Academic Module), IELTS for UKVI (Academic Module)                                |
| 5. TEAP (4 skills)  | Test of English for Academic Purposes<br>309 or above   |
| 6. TEAP CBT (4 skills)  | Test of English for Academic Purposes Computer Based Test<br>600 or above   |
| 7. TOEFL  | TOEFL iBT®<br>72 or above<br>TOEFL iBT® scores from a single test date is accepted.<br>My Best™ scores is not accepted.   |
| 8. TOEIC  | TOEIC® Listening & Reading Test and TOEIC® Speaking & Writing Tests<br>1560 or above (This score is determined by multiplying your S&W score by 2.5 and adding your L&R score)<br>TOEIC-IP is not accepted. |
| 9. Persons who satisfy either one of the following two requirements:<br>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<br>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<br>(Japanese Speaking Only)               | Phone: +81-570-06-5124<br>Inquires accepted from 10:00 am to 6:00 pm<br>(Except Saturday, Sunday and national holidays until July 31)<br>(Except from December 30 to January 3) |
| UCARO Support Office<br>(Japanese Speaking Only)                       | Phone: +81-570-06-5524<br>Inquires accepted from 10:00 am to 6:00 pm<br>(Except from December 30 to January 3)  |

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

UCARO is an Internet application and enrollment procedure support system. Hiroshima University uses the UCARO website for the process from the application to the end of the disclosure of entrance examination results period.

Account registration for UCARO is required for all applicants (free of charge).

Important notifications such as examinee's number, instructions to examinees, enrollment procedures, orientation events after enrollment, etc. will be sent via the UCARO website. Please make sure to remember the UCARO ID (your registered email address) and the password.

### Step 3: Input your application data into the Internet 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 17.

#### Step 4: Confirm the necessary documents and uploading 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 the processing fee.** The amount of processing fee will be notified at the time of online application.
- 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, 2021.

(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.

#### 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           |
|---|---|-----------------|
| Department of Integrated Global Studies (IGS),<br>School of Integrated Arts and Sciences,<br>Hiroshima University | 1-7-1 Kagamiyama, Higashi-<br>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 June 18, 2020 to July 3, 2020, NO LATER THAN 17:00 (Japan Standard Time)**

(Note)

1. Incomplete or late applications will not be accepted. If you want to send your application documents before the application period to meet the deadline, please contact the IGS.
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, submit a certified copy\*<sup>1</sup> instead of the original document, because none of your submitted application documents can be returned.

\*<sup>1</sup> 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\*<sup>2</sup>. The translations are accepted only when they are made by the organization that issued the said document, a translation company, or a qualified translator\*<sup>2</sup>.

\*<sup>2</sup> Except for the documents attached to the Additional Information form (Document B).

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

(Note) As 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 IGS website (<https://www.hiroshima-u.ac.jp/en/igs>), 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 all the “Personal Statement 1”, “Personal Statement 2”, and “Additional Information” forms.

On the Personal Statement 1 and 2 forms, write essays on the following two topics in around 400 words on the Personal Statement 1 and 2 forms, 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). Please attach a Japanese or English translation when you submit documents written in a language other than Japanese or English. Only for documents attached to the additional information form, you can translate them to Japanese or English by yourself.

\*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, taking proficiency examinations in foreign languages other than English, studying abroad, or participating in events such as the Science Olympics or other contests or competitions at national and higher levels, submit the documents that prove your participation and/or results in such events.

#### Document C: Educational Background

Access the IGS website (<https://www.hiroshima-u.ac.jp/en/igs>), and download the specified form for Educational Background from the page that provides information on the entrance examination.

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

Please see page 3 to 5 for the application eligibility [Requirement 2: Educational Qualifications].

| Application eligibility [Educational Qualifications] | Application documents   | Description   |
|--|---|---|
| (1)  | Certification 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). |

|     |   |   |
|-----|---|---|
| (2) | International Baccalaureate Diploma                                 | <p>[Those who have already obtained the International Baccalaureate Diploma]<br/>Submit the following 1 and 2.</p> <ol style="list-style-type: none"> <li>1. Copy of the International Baccalaureate Diploma.</li> <li>2. Original document of the official transcript of grades for the Diploma Programme. If you cannot submit the original document, submit a request to the International Baccalaureate Office to send your official transcript of grades directly to Hiroshima University. It must be received by Hiroshima University by the end of the application period.</li> </ol> <p>[Those who are expected to obtain the International Baccalaureate Diploma by March 31, 2021]<br/>Submit the following 3 and 4. In addition to that, submit a request to the International Baccalaureate Office to send your official transcript of grades directly to Hiroshima University.</p> <ol style="list-style-type: none"> <li>3. Certificate of expected obtaining date of the International Baccalaureate Diploma issued by the high school attended by the applicant.</li> <li>4. Predicted Grades or Anticipated Grades.</li> </ol> |
| (3) | Certificate granted to those who have the Abitur qualification      | <p>[Those who have already obtained the Certificate]<br/>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.</p> <p>[Those who are expected to obtain the Certificate by March 31, 2021]<br/>Submit a certificate of expected obtaining date of the certificate of general higher education entrance qualification (Zeugnis der allgemeinen Hochschulreife) issued by the high school attended by the applicant.</p>   |
| (4) | Baccalauréat Diploma  | <p>[Those who have already obtained the Baccalauréat Diploma]<br/>Submit the original document or a certified copy of the French Baccalauréat Diploma.</p> <p>[Those who are expected to obtain the Baccalauréat Diploma by March 31, 2021]<br/>Submit the following 1 and 2.</p> <ol style="list-style-type: none"> <li>1. Certificate of expected obtaining date of the Baccalauréat Diploma issued by the high school attended by the applicant.</li> <li>2. Predicted score of the French Baccalauréat Diploma.</li> </ol>  |
| (5) | Document to show GCE-A Level examination results                    | <p>[Those who have already passed the GCE-A Level examination]<br/>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.</p> <p>[Those who are expected to pass the GCE-A Level examination by March 31, 2021]<br/>Submit the following 1 and 2.</p> <ol style="list-style-type: none"> <li>1. Certificate of expected obtaining date of the GCE-A Level examination results issued by the high school attended by the applicant.</li> <li>2. Certificate of predicted scores of the GCE-A Level examination.</li> </ol>   |
| (6) | Certification of (expected) completion                              | Submit the original document or a certified copy of the certificate of (expected) completion of 12-year curriculum at the school attended by the applicant.   |
| (7) | Submit a copy of the review results sent from Hiroshima University. |   |

**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.

Only certificates obtained after April 2018 are valid, regardless of the specific expiration dates of scores, etc.

|   |  |
|---|--|
| 1. Cambridge English  | A copy of the Statement of Results sent to the applicant   |
| 2. EIKEN  | A copy of the certificate sent to the applicant<br>If you have the document in a form that includes both the Certificate and PROOF OF EIKEN CERTIFICATION, submit either portion to us.  |
| 3. GTEC   | A copy of the Score Report or Official Score Certificate sent to the applicant   |
| 4. IELTS™   | A copy of the Test Report Form sent to the applicant   |
| 5. TEAP (4 skills)  | A copy of the Official Score Report sent to the applicant  |
| 6. TEAP CBT (4 skills)  | A copy of the Official Score Report sent to the applicant  |
| 7. TOEFL  | A copy of the Test Taker Score Report or Examinee Score Report sent to the applicant<br>In addition to this, submit a request to Educational Testing Service (ETS) to send your Institutional Score Report directly to Hiroshima University-IGS (Institution code: C339).<br>Note 1: TOEFL-ITP is not accepted.<br>Note 2: Those who fail to submit the request, so that the IGS can confirm their official score by the final day of enrollment procedures, will have their enrollment cancelled.<br>Note 3: 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.   |
| 8. TOEIC  | The <u>original</u> Official Score Certificates sent to the applicant<br>Certificates for both Listening & Reading Test and Speaking & Writing Tests are necessary.<br>A photocopy of certificates is acceptable for the application process. Please note that the original Official Score Certificates will be required at the time of enrollment procedures.<br>Those who fail to submit the original certificate by the final day of enrollment procedures will have their enrollment cancelled.<br>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).<br>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. Those who have undertaken their secondary education in a country other than Australia, Canada, Ireland, New Zealand, Singapore, the United Kingdom or the United States should additionally submit a document that proves that English is the primary language of instruction at school (e.g., certificate issued by the high school attended by the applicant); or<br>b. Persons who are taking or have taken the International Baccalaureate Diploma with English as the language of instruction.<br><br>The “English Language Requirement Confirmation Form” can be downloaded from the page that provides information on the entrance examination on the IGS website ( <a href="https://www.hiroshima-u.ac.jp/en/igs">https://www.hiroshima-u.ac.jp/en/igs</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

| Application eligibility [Educational Qualifications] | Application documents  | Description   |
|--|--|---|
| (1) (2) (3) (4) (5)                                  | Academic transcript  | Submit the original or a certified copy of an academic transcript for the last three years of your secondary education issued by your high school, or a school equivalent to high school.<br>Furthermore, those who have attended the pre-university course need to submit the certificate of grades for this course.   |
| (6)  | 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 Education, Culture, Sports, Science and Technology of Japan.<br>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. |
| (7)  | Documents to be submitted will be separately informed with the result of the individual review.                        |   |

(Note) If you cannot submit the document (F1), please send an email inquiry to the Department of Integrated Global Studies (IGS), School of Integrated Arts and Sciences (address: [igs-application@hiroshima-u.ac.jp](mailto: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) \* taken after November 2018, etc.

\*Applicants can submit a copy of the score report.

### 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. 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.

2. Late or incomplete applications will not be considered.
3. Once application documents are accepted, the information contained therein cannot be modified.
4. Application documents that have been accepted may not be returned for any reason.
5. 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.
6. For other matters regarding application, please contact the IGS.
7. 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 case, 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 July 9 2020 (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 July 16 (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 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 July 28, 2020 and July 30, 2020**. 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 examination 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)

1. 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, July 16, 2020 (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, August 7, 2020 (scheduled)

The examinee's numbers of successful applicants will be announced on the Hiroshima University Admissions Information website (<https://www.hiroshima-u.ac.jp/en/nyugaku>) and the 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 August 17 at 9:00 to August 24, 2020, 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 April 2020.**

**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.
2. If a successful applicant fails to complete 12-year school education, their admission will be cancelled even after completion of the procedures.

## 12. Scholarships

The IGS offers 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<br>- Full waiver of all school fees<br>- Air ticket to and from Japan   |
| Term        | Four years   |
| Eligibility | - Not living/studying in Japan<br>- Success in IGS admissions for April 2021 intake<br>- High academic performance in the previous education institution<br>- Under 24 years old at the time of enrollment |
| Application | Candidates will be contacted by the IGS Office in December.  |
| Decision    | March  |

## (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<br>- Success in IGS admissions for April 2021 intake<br>- High academic performance in the previous education institution |
| Application | Candidates will be contacted by IGS Office in March.   |
| 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 for the amount of full year for the first-year students<br>From the second-year onward, scholarship recipients and the amount of the scholarships will be determined based on student’s academic records and financial circumstances. |
| Eligibility | - Success in IGS admissions for April 2021 intake<br>(International applicants who live in Japan are eligible to apply.)  |
| Application | After the announcement of successful applicants of IGS program  |
| Decision    | April   |

## 13. Pre-Enrollment Education

IGS will provide pre-enrollment education materials to all successful applicants in order to prepare them for the subjects they will study within the program. The details will be sent only to applicants who have completed the enrollment procedures.

## 14. Other Points to be Considered

### (1) Contact address

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

-Department of Integrated Global Studies (IGS)

School of Integrated Arts and Sciences

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

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 (IGS), 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 statement of information as described below (in free format) 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 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) Towards a smoke-free campus

Smoking has been prohibited entirely in all Hiroshima University campuses from January, 2020.



This scholarship program is not only for IGS students but for all students at Hiroshima University who meet the requirements.

# Splendor Scholarship Program

Full tuition exemption

&

Monthly scholarship: JPY100,000

“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 JPY 100,000

Number of recipients: Only a few students (New 3rd year undergraduates who enrolled in AY2019)

\*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 Entrance Examination by Recommendation for the Department of Medicine, School of Medicine (“Hometown quota”) in AY2019) 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, 2021 (Scheduled)**).

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

<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., 2020). 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) |
|---|

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:<br>A comprehensive evaluation by classification into four grades<br>* Grading criteria is indicated in Table 1 below.<br><br>Final selection:<br>A comprehensive evaluation by classification into four grades<br>* 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 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 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, 2021 to May 31, 2021 on the UCARO website.**  
 UCARO is an Internet application and enrollment procedure support system.

Inquiry  
 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 IGS will not accept such applications and inquiries.

## Information on the Necessity of a Laptop Computer

From Academic Year 2015, every student at Hiroshima University has been requested to have and use their own laptops in their academic activities. Students will use their laptops in “Daigaku Kyoiku Nyumon (i.e., *Introduction to University Education*)” and other IT-related lectures. Students will also use their laptops and the Internet on a lot of occasions, including when writing lecture reports and papers.

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

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

Requirements for AY 2020 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 2021 will be available from December 2020 at the same URL.

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

For students who have difficulty preparing laptops due to economic reasons, Hiroshima University will lend a laptop free of charge for a year. Student who wish to borrow a laptop must apply during the enrollment procedure.

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

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