

2024 Academic Year
Hiroshima University Graduate School of
Integrated Sciences for Life

The Program of Life and Environmental Sciences
(Doctoral Programs)

Student Application Guideline

[Special Selection for International Students]

(October 2024 and April 2025 admission)

March, 2024



HIROSHIMA UNIVERSITY

Student Application Guide

Hiroshima University Graduate School of Integrated Sciences for Life, the Program of Life and Environmental Sciences (Doctoral Programs)

Based on its Diploma Policy and Curriculum Policy, this program expects to admit students as described below. Students who:

1. Have a broad interest in the life science fields from the molecular level to whole environments and ecosystems, and who wish to acquire basic research abilities, expertise and skills for a specific field, and learn the theories and methods of understanding and utilizing these abilities from a comprehensive perspective;
2. Wish to understand various problems existing in life science and environmental science, and to solve them professionally, immediately, and internationally;
3. Wish to play an active role independently as a generalist who also covers areas outside life science and environmental science without being constrained by their own expertise;
4. Have acquired abilities at the level of completing a graduate school's Master's Program or higher regarding their command of English;
5. Have acquired abilities at the level of completing a graduate school's Master's Program or higher regarding knowledge, attitude, and skills in the specialized fields of their choice; and
6. Have acquired common sense as a working member of society, and ethical standards as a researcher or a highly specialized engineer.

In order to admit such individuals, this program selects applicants through a multifaceted and comprehensive evaluation process based on its own Diploma Policy and Curriculum Policy, using interviews, etc.

I . Number of Students to be Admitted

| Major | Number of Students Admitted |
|------------------------------|-----------------------------|
| Integrated Sciences for Life | Several |

II . Application Eligibility

Non-Japanese who are currently not a resident in Japan, and who meet, or expect to meet by September 30, 2024, for October 2024 enrollment or by March 31, 2025, for April 2025 enrollment, one of the following requirements; individuals who:

- (1) Hold a Master's or professional degree.
- (2) Have received the equivalent of a Master's or professional degree in a different country.
- (3) Have taken remote education course provided by a school located in a different country while living in Japan and have received the equivalent of a Master's or professional degree.
- (4) Have studied at an educational institute in Japan that is designated by the educational policies of a foreign country as providing university courses of said foreign country and is specifically designated by the Minister of Education, Culture, Sports, Science and Technology (Hereinafter referred to as "Minister"); have completed such courses; and have received the equivalent of a Master's or professional degree.
- (5) Have completed the course(s) provided by the United Nations University and received a Degree Certificate equivalent to a Master's degree.
- (6) Have completed the curricula of a foreign school, an educational facility as designated in (4), or the United Nations University; passed a test and review as specified in Article 16 Section 2 of the Standards for the Establishment of the Graduate Schools; and, deemed to have academic ability greater than or equal to a Master's degree.
- (7) Have been designated by the Minister (Ministry of Education, Culture, Sports, Science and Technology announcement 118 issued on September 1, 1989).
- (8) Are at least 24 years of age and recognized in an individual review of admission eligibility carried out by the relevant Graduate School of Hiroshima University as having academic abilities equal to or greater than a holder of a Master's or professional degree.

Note: A person applying under admission requirement (6) - (8) above must first contact the Support office for the fields of Integrated Arts and Sciences (hereinafter referred to as “Support office”), and submit the specified documents by April 15, 2024.

III. Application Procedure

1. Submission Procedure

All applicants must obtain consent from their desired academic advisor in advance to apply for the Graduate School of Integrated Sciences for Life. After that, applicants are required to apply using “online application system”, and send the necessary documents.

(Partially online application hereinafter referred to as “online application”)

Online Application

- 1) Enter your personal information.
- 2) Pay the application fee, 30,000 yen.
- 3) All application documents must be either sent by mail or delivered in person.

Note: Online application, entering necessary information on the website and paying the application fee, is the initial registration process, and doesn't mean the completion of the application procedure. The application procedure wouldn't be completed without sending all the necessary application documents by the due date. Be sure to send all the necessary application documents to the Support office (see IX. Reminders(3)). Application documents must arrive within the specified period at the Support office. Fully paper-based application without registering online application cannot be accepted in this graduate school.

(1) Application time period:

Applicants must complete all of the above procedures (from 1 to 3) within the application period. May 7, 2024 to June 14, 2024

(2) Online Application

◆Online Application Help Desk (Japanese Speaking Only)

Service Hours: 10:00 - 18:00 (Except from December 30 to January 3)
TEL +81-3-5952-3902

◆UCARO Support Office (Japanese Speaking Only)

Service Hours: 10:00 - 18:00 (Except from December 30 to January 3)
TEL+81-3-5952-2114

○ About unclear points regarding the entrance examination, ask Support office (see IX. Reminders(3)).

Opened: 8:30 - 17:00 (closed in Saturday, Sunday, and national holidays)

Complete the following 8 steps during the application period. Complete the following 8 steps during the application period.

Step 1: Access the Internet Application System.

Access the following web page:

Hiroshima University's Admission Information
<https://www.hiroshima-u.ac.jp/nyushi>



Step 2: Select the item "Registration for UCARO" on the login screen of UCARO.

Account registration for UCARO (free for charge) is required for application.

Hiroshima University uses the system of UCARO for checking the applicant's number and processing a part of admission procedure for the applicant who will pass the entrance examination. Refer to the following URL for UCARO:

<https://www.ucaro.net/>

Step 3: Input your account information (applicable to the admission examination category for which it is required).

The applicant who applies to the category for which the entrance examination fee is exempted must ask Support office (see IX. Reminders(3)) to obtain the 8 digits of alphanumeric characters and input them.

Step 4: Input the information regarding the application in the Internet Application System.

Follow the instruction shown on the screen to input your name, address, etc.

Step 5: Upload your photograph.

Follow the instruction shown on the screen to upload the digital data of your photograph (File format: JPEG). It is not allowed to submit the photograph via mail.

Step 6: Pay the entrance examination fee of 30,000 yen.

Select either of the following payment method on the "Input Payment Information" screen:

1. Credit card: VISA, MasterCard, JCB, AMERICAN EXPRESS, Diners Club
2. Convenience store: 7-ELEVEN, Lawson, MINISTOP, Family Mart, Daily Yamazaki, and Seicomart
3. ATM of a financial institution [Pay-easy]
4. Net banking

(Caution)

- The applicant have to pay the charge for use of the Internet Application System (1000 yen per application) in addition to the entrance examination fee.
- The entrance examination fee once paid will not be returned for any reason after the application is accepted.

In either case of the following items (1) and (2), the entrance examination fee once paid will be returned after deducting the transfer fee. We will mail the form of the "Refund Claim" for refund of the examination fee. Fill in the required information such as the "application number," "name in kana letters," "name," "phone number," "address," "payee account information," and "reason of refund claim," imprint your seal on the form, and mail the form to Support office (see IX. Reminders(3)) before February 22, 2024.

The charge for use of the Internet Application System will not be repaid for any case.

- (1) The applicant does not submit the application documents or the application documents are not received.
- (2) The payment of the examination fee is duplicated.

Step 7: Complete the registration of the application information.

Write down the application number of 6 digits that is shown on the screen.

Step 8: Deliver or mail the application documents.

All application documents must be either sent by registered mail to the Support office. If you submit the application documents directly to Support office, application documents are accepted from 8:30 to 17:00 on a weekday. Please note that the office is closed on Saturday, Sunday, and national holiday. In the case of submission via mail, the documents must be sent in a registered mail and reach us no later than June 14, 2024. The documents that will be received after the date shall be accepted only when it is postmarked no later than June 7, 2024.

Indicate the phrase "Application documents for Graduate School of Integrated Sciences for Life, Program of Life and Environmental Sciences are enclosed" in red on the front surface of the envelope.

(3) Submit Applications to:

Support office (for contact information, see IX. Reminders(3))

(4) Others

- i. Changes in application materials after submission will not be allowed.
- ii. Application materials will not be returned.
- iii. Any forgery or falsification of the documents and/or academic fraud will result in cancellation of acceptance even after passing the examination or admission.
- iv. If an applicant cannot graduate from the university before the admission date, he/she will lose the eligibility to enter our graduate school in this session.

2. Documents to submit

| Document Type | Remarks |
|----------------------|--|
| ※Personal History | Use provided forms |
| ※Academic Transcript | Must be the originals or certified photocopies issued by President or Dean of the university from which you have graduated |

| | |
|---|--|
| <p>※Certificate of Completion, or Certificate of Expected Completion (Master's Program)</p> | <p>Must be the originals or certified photocopies issued by the President or Dean of the university from which you graduated</p> <p>If you have completed a Master's program, ensure that the certificate includes information relating to your degree</p> <p>If you have completed or are expected to complete a Master's program in China (excluding Taiwan, Hong Kong and Macau), please obtain the following document by requesting it at “中国高等教育学历证书查询 (CHSI)” (http://www.chsi.com.cn/xlcx/bgys.jsp). Also be sure that the online verification is available as of June 20, 2024 (Thu).</p> <ul style="list-style-type: none"> • <u>Applicants who have completed a Master's program:</u> Online Verification Report of Higher Education Qualification Certificate (教育部学历证书电子注册备案表) • <u>Applicants who are expected to complete a Master's program:</u> Online Verification Report of Student Record (教育部学籍在线验证报告) <p>Please note that applicants must pay the issuing fee for the Online Verification Report by themselves.</p> <p>Graduates also submit an original or certified copy of “毕业证书 (Certificate of Graduation)” and “硕士学位证书 (Master's Diploma).”</p> |
| <p>Copy of Master's Thesis</p> | <p>One Copy</p> <p>Attach a Japanese or English abstract (no prescribed form and no character limit), if the Thesis was written in a language other than English or Japanese</p> <p>If you are expected to complete a Master's program, and you are writing a Master's thesis, please submit a summary of Master's thesis in Japanese or English (about 2,000 words in Japanese; about 800 words in English)</p> |
| <p>Research Proposal</p> | <p>Use provided forms</p> <p>A detailed research proposal written in either Japanese or English</p> |
| <p>Publications</p> | <p>Published Articles</p> <p>Attach a Japanese or English abstract (no prescribed form and no character limit), if the article was written in a language other than English or Japanese</p> |
| <p>※Two Letters of Recommendation</p> | <ol style="list-style-type: none"> 1. Recommendation from the head of an institute 2. Recommendation from either an academic advisor or another teaching staff member concerned with applicant's major |

- i. ※ denotes that documents written in a language other than English or Japanese must be translated into Japanese or English, with submission of both the original and translated documents.
- ii. Applicants who have taken any Japanese or English proficiency tests, such as TOEFL®, TOEIC® or JLPT (Japanese-Language Proficiency Test), are requested to submit their scores.
- iii. Applicants who have taken GRE (Graduate Record Examinations) are requested to submit their scores. The institutional code for Hiroshima University International Programs on GRE is 2358.

3. Advance Consultation for Reasonable Accommodation in Studying

Applicants with physical disabilities, etc. who require accommodations in studying must submit an application form for advance consultation (no prescribed form), containing the following information:

(1) Consulting and submission deadline: April 15, 2024

(2) Information required:

- i. Applicant's name, mailing address, and phone number
- ii. Name of the university or institution that you graduated from, and name of the supervisor you wish to study under at Hiroshima University
- iii. Type and degree of the disability (A doctor's statement or a copy of physical disability certificate is required)
- iv. Accommodation requirements after admission
- v. Accommodation requirements that were provided in your previous university or institution

- vi. Explanation of how the disability affects your everyday life

IV. Admission

Date of the entrance examination : A day specified by the head of the Program between June 17, 2024 and July 9, 2024

Selection is based upon a comprehensive evaluation of transcripts, research proposal, and other submitted documents. Also we might do an interview by the Internet. Details of the interview will be announced individually by mail to the applicants.

All successful applicants are notified of the selection result by email on July 19, 2024. No telephone inquiries.

V. Admission Expenses

Admission Fee: 282,000 yen

Tuition Fee (annual): 535,800 yen (267,900 yen for the first semester)

- Notes:
- 1) The admission fee will not be refunded, without exception.
 - 2) Applicants will be required to pay the new tuition fee if the fee is revised. In addition, the amount of the fees listed above is as of April 2023.
 - 3) The Student Support Office will inform accepted applicants separately of the details of admission procedures which are required during the designated period in the middle of September 2024.
 - 4) Hiroshima University has a system of half or total exemption of admission or tuition fees for those with difficulties in paying admission or tuition fees due to economic reasons (admission fees may either be exempted or deferred). Those who would like a payment exemption or deferment should apply for this system. Applicants are ranked according to need based on household income, and waivers are granted accordingly within the budget so that, depending on necessity, the applicants may receive a waiver for all or half the tuition fees or no waiver at all.

VI. Handling of Personal Information Included in Your Application

The information you provide in the application form and other forms (name, date of birth, gender and other personal information) is used for the purpose of admission selection, exam result notification, and admission procedures. After admission, the information is used by Hiroshima University for the purpose of student affairs (scholarship applications, tuition exemption applications, etc.). This information will not be used for other purposes or provided to entities outside Hiroshima University.

VII. Application for Disclosure of Exam Results (Personal Information)

Application for disclosure of the Program of Life and Environmental Sciences -held entrance exam information pertaining to an individual can only be made by the individual who took the program's entrance exam.

Contact the Support office (for contact information, see IX. Reminders(3))

VIII. Student Dormitory

See the Student Dormitory website for application

(https://www.hiroshima-u.ac.jp/en/explore_hu/life/residence)

IX. Reminders

- (1) Please discuss the substance of your research with the professor under whom you wish to study before applying. Preliminary consultations have no impact on selection.
(<https://www.hiroshima-u.ac.jp/en/ilife/research/life-and-environmental-sciences>)

- (2) Hiroshima University has established the university's Rules on Security Export Control in accordance with the Foreign Exchange and Foreign Trade Act, and conducts strict examinations for acceptance of international students, etc. Therefore, please be advised that International applicants may be unable to receive their desired education or conduct their desired research due to the restriction by the above regulations.

(3) Please contact the Support office below for any questions regarding the exams.

Support office for the fields of Integrated Arts and Sciences
(Contact for inquiries only about Graduate School of Integrated Sciences for Life,
Program of Life and Environmental Sciences)
1-7-1 Kagamiyama, Higashi-Hiroshima, Hiroshima
739-8521 JAPAN
Tel: +81-82-424-6316
Email : souka-gaku-sien@office.hiroshima-u.ac.jp

X. Others

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