

APPLICATION REQUIREMENTS
FOR FOREIGN STUDENTS
(SPECIAL SELECTION)

Master's Program Enrollment
For October, 2015

Graduate School of Advanced Sciences of Matter
Hiroshima University

Graduate School of Advanced Sciences of Matter (AdSM), Hiroshima University, is seeking new foreign students for its master's program to be enrolled in October 2015.

1. Requirements for application

A non-Japanese who is qualified with one of the following stipulations:

A: those who have completed 16 years of formal school education outside Japan and received a Bachelor's degree or those expected to on or before September 30, 2015.

B: those who deemed to have attained an academic standard equivalent to the Bachelor's degree in Japan in the preliminary selection by Hiroshima University Graduate School and will be 22 years old before or on September 30, 2015.

Applicants who wish to apply under the category B are required to submit documents for qualification by May 29, 2015. Please contact the Student Support Office of AdSM for more information.

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2. Application methods

Applicants can choose the application methods: conventional application and online application.

conventional application

Applicants send all the documents for admission

online application

Applicants apply through online application by which applicants enter application information online, and send the necessary documents for admission

Hiroshima University Entrance Examination Information Website
<http://en.hiroshima-u.jp/top/nyugaku>



<note>

You need an account to enter the online application page, so please contact us prior to application. About our contact address, see "8. Address of the Student Support Office, AdSM".

3. Documents for application*

- Application form ⁺
- Resume ⁺
- Examination card ⁺
- Official grade academic transcripts (issued by all universities attended) (category A)
- Graduation Certificates or Statements that confirm expected graduation (issued by the applicant's university. If you are a university graduate, please make sure that the certificate includes information about your degree.) (category A) [※]
- Proposed plan of study⁺
- A letter of recommendation⁺ (written by applicant's academic adviser or equivalent)
- Records of English language tests (TOEFL[®], TOEIC[®] or equivalent)
(The score certificate will be returned to the applicant after confirmation.)
- Application fee 30,000 Japanese yen [§]
- A copy of resident record or a certificate of entry in the resident
(required only for applicants residing in Japan)

conventional application

Use the attached form to transfer the application fee at the bank. The deadline of the payment is July 10, 2015. Submit the receipt of application fee together with other application documents. Applicants who are resident outside Japan should purchase a 30,000 Japanese yen postal money order in Japanese currency at a local post office. Do not fill in the remittee's name. Send the postal money order along with other application documents.

online application

After entering your personal information, choose one of following payment methods on the webpage where you enter your payment information, and make payment. The deadline of the payment is July 10, 2015, 23:59 (JST). You do not have to send us a receipt, etc., by post after completing payment. You are required to pay the processing fee by yourself.

~~Payment from outside Japan can be made only by a credit card.~~

- a) Credit card (VISA, MasterCard, JCB, AMERICAN EXPRESS)
- b) Convenience store (Lawson, Ministop, FamilyMart, Circle K Sankus, Daily Yamazaki, Three-F, Seicomart)
- c) ATM [Pay-easy] at financial institutions
- d) Internet bank

*If the document is written in language other than English or Japanese, a translation into English or Japanese must be also submitted.

*The certificates to be submitted must be the originals or certified photocopies. Uncertified photocopies would not be recognized as official certificates.

+Use the forms supplied

§ Applicants supported by the Japanese Government (Monbukagakusho) Scholarship are exempt from the application fee in most cases. Please contact the Student Support Office of AdSM for more details.

* If you are a graduate or a current student of a university 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>), and submit it to us together with “毕业证书(Certificate of Graduation)” and “学士学位证书 (Bachelor Diploma)”.

Graduates: Online Verification Report of Higher Education Qualification Certificate (教育部学历证书电子注册备案表)

Expected Graduates: Online Verification Report of Student Record (教育部学籍在线验证报告)

Please note that applicants must pay the issuing fee for the Online Verification Report (2元/certificate) by themselves. Also be sure that there are 15 or more days left until the expiration date of the online verification at the time of its submission.

Prior to the application, every applicant must contact one of the academic staffs with whom the applicant wishes to study at Hiroshima University. The academic staffs and their research subjects are listed at the end of this document.

Applicants who choose conventional application must send all documents all together by a registered mail marked in red with “AdSM Entrance Exam Application” on the envelope to

Student Support Office

Graduate School of Advanced Sciences of Matter

Hiroshima University

1-3-1 Kagamiyama, Higashi-Hiroshima, 739-8530 Japan

Those who apply through online application also must send documents all together by a registered mail as mentioned above, but if they submit ID photo via internet, they do not have to send the Examination card.

Any changes in application materials after submission will not be allowed. Application materials (excluding Score Report of TOEFL® or TOEIC®) and application fee will not be returned by any reasons.

4. **Deadline of Applications**

- July 10, 2015

5. **Admission**

- Applicants who are resident outside Japan will be selected after a thorough review of their submitted materials and a direct interview test by e-mails or the Internet.
- Applicants who are resident in Japan will be requested to appear for interview.
Details of the interview will be announced individually by mail to the applicants.

- Oral Examination about :

Reason for application

Preferred research subject and plan in the Master's program

Basic knowledge※

- ※Basic knowledge about

Department of Quantum Matter

Engineering Field : Electromagnetism, Quantum mechanics,

Semiconductor engineering, Thermodynamics and Statistical mechanics,

Science Field : Classical mechanics, Electromagnetism,

Quantum mechanics, Statistical thermodynamics

Department of Molecular Biotechnology

Biochemistry, Molecular biology, and General and applied microbiology

Department of Semiconductor Electronics and Integration Science

Electromagnetism, Electronic Circuits, Semiconductor engineering, Quantum mechanics

- Announcement of admission

August 11, 2015

A written notice will be sent to all applicants. Neither telephone nor facsimile inquiries will be accepted.

6. **Fees**

- Enrollment fee : 282,000 Japanese yen
- Tuition fee: 267,900 Japanese yen for one semester
535,800 Japanese yen for one year

Enrollment and tuition fee amounts are shown as of April 2015. Should the amount be revised at the time of or after enrollment, students will be required to pay the revised fee. Detailed information on how and when to pay enrollment and tuition fees and our exemption system of these fees will be also informed together with enrollment procedure details. Students supported by the Japanese Government (Monbukagakusho) Scholarship are exempt from both fees.

7. Others

- The regular entrance examination for Japanese students is also open for foreign students.
- Any forgery or falsification of the documents and/or academic fraud would result in cancellation of acceptance even after passing examination or admission.
- If an applicant could not graduate from the university before the admission date, he/she would lose the eligibility to enter our graduate school in this session.
- All personal data contained in any application documents, which includes name, date of birth, gender and other personal information, will be used for selection, notification of the result and enrollment formalities. After enrollment, the data will be under the control of Hiroshima University and will be used for student supports, such as application for scholarships and exemption from tuitions. It will not be used for any other purposes and will be provided only to the University's faculty members concerned.

8. Address of the Student Support Office, AdSM

Student Support Office

Graduate School of Advanced Sciences of Matter (AdSM)

Hiroshima University

1-3-1 Kagamiyama, Higashi-Hiroshima, 739-8530 Japan

TEL: 082-424-7008, 7009 (Inside Japan) +81-82-424-7008,7009 (Outside Japan)

E-mail: sentan-gaku-sien@office.hiroshima-u.ac.jp

URL: <http://www.hiroshima-u.ac.jp/en/adsm/>

Online Application

1 Procedure of Online Application You can find the Q & A page on the website.

(1) Access to the Top Page of the Online Application

The Online Application Page is only accessible via the Entrance Examination Information Website of Hiroshima University.

Hiroshima University Entrance Examination Information Website
<http://en.hiroshima-u.jp/top/nyugaku>



(2) Enter the Account

Enter the alphanumeric code (consisting of 8 or more characters) which you received from the Graduate School concerned.

* Some examination type require the Account which Graduate School gives applicant

(3) Enter the Details for Application

Choose Examination type, Graduate School or Major, etc.

(4) Enter Personal Information

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

(5) Confirm the Application Contents you've just entered

Confirm the contents of application details and personal information.

(6) Confirm the Documents Required

A list of the necessary documents will be displayed. Check it, and prepare the documents. It is possible to upload digital photos*. Follow the instructions on the screen, transform the uploaded photo to the ID photo format, and submit it via internet.

*The digital picture must be of the upper half of the body, without head coverings and showing you facing the camera. The photograph (monochrome/color) must be not more than 3 months old.

(7) Enter Payment Information

Choose the method of payment from the following list:

For applications from outside Japan, only credit card payments can be accepted.

① Credit Card (VISA · MasterCard · JCB · AMERICAN EXPRESS)

② Convenience Store (LAWSON, MINISTOP, FamilyMart, CircleKSunkus, Daily Yamazaki,
Three F, Seicomart)

③ Banking facilities' ATM 【Pay-easy】

④ Online Banking

(8) Completion of Application Registration

(The Online Application Procedure is not Completed yet)

Your **Application Number** (not identical to the examinee's number) will be issued. Do not miss to make a note of it, or to print the on-screen information.

The application number is needed for confirming the application details later, and for sending the application documents by post.

Those who choose convenience stores or ATM [Pay-easy] as the method of payment, please make a note of the **information needed for the payment of the application fee (various numbers)**

<Note>

You cannot complete an application procedure just by completing the application registration and paying the application fee. It is necessary for you to send the necessary documents by **simple registered mail (or EMS: Express Mail Service) no later than the deadline.**

(9) Send the Application Documents by post

① For applications from **outside** Japan

Prepare an envelope for sending and send application documents by express mail.

Write the **application number** and the postal code, the address, and the name of the applicant on the envelope. Send the documents to the address shown below **by the fastest international mail such as EMS, FEDEX or DHL** by the "deadline for submission of the application documents".

ADDRESS: Student Support Office, Graduate School of Advanced Sciences of Matter,
Hiroshima University, 1-3-1 Kagamiyama Higashi-Hiroshima, Japan
Post Code: 739-8530 Tel: +81-82-424-7009

② For applications from **inside** Japan

Prepare an envelope for sending and send application documents by simple registered mail.

From the registration completion screen, open the label of address and print it. Paste the printed label on an envelope.

It is strongly recommended that you print the label of the address to be pasted on the envelope. If it's not possible, write the information provided on the label (the postal code, the address and the addressee of the destination, the **application number**, the examination type, graduate school / major names, etc. of your choice, the postal code, the address, and the name of the applicant) directly on the envelope.


Enclose all the necessary documents. Send the envelope **by simple registered mail** by the "deadline for submission of the application documents".

【Sample】

stamp 〒739-8530
1-3-1 Kagamiyama
Higashi-Hiroshima

Student Support Office,
Advanced Sciences of Matter
Hiroshima University

application number :
type of exam :
department :
name and address of applicant



【Sample of handwritten envelope (only if printing is impossible)】

〒739-8530

1-3-1 Kagamiyama Higashi-Hiroshima

Student Support Office,
Advanced Sciences of Matter
Hiroshima University

registered mail

application number:
type of exam :
department :
name and address of applicant :

(10) Payment of the Application Fee

Make a payment following the payment method you've selected in the procedure " (7) Enter Payment Information". As for the detailed method of payment, please consult the "payment method (支払方法)" page provided after completion of the application registration.

The application fee once remitted will not be refunded.

In addition to the application fee, you need to pay ¥500 as the processing fee.

The amount of processing fee is the same regardless of the way of payment (Credit Card / Convenience Store / Banking facilities' ATM [Pay-easy] / Online Banking).

For applications from outside of Japan, only credit card payments can be accepted.

① **Credit Card (For applications from inside/ outside Japan)**

The settlement is completed at the completion of application registration.

You can make a payment using any credit cards whose logo marks are shown in the right table.

Please prepare a credit card before application.

The name of the credit card account holder does not necessarily need to be identical to the name of the applicant.






A lump sum payment is required. Before using a credit card, please check the usage limit.

Name	Logo
VISA	
MasterCard	
JCB	
AMERICAN EXPRESS	

② Convenience Store (For applications from **inside** Japan)

Make a payment in cash.

<Payment procedure>

LAWSON, MINISTOP		Make a payment in cash at the register after completing the procedure with "Loppi".
FamilyMart,		Make a payment in cash at the register after completing the procedure with "Fami-port".
CircleKSunkus		Make a payment at the register after completing the procedure with "Karuwaza-station".
Daily Yamazaki, Three F		Tell a salesclerk at the register that you would like to pay by "online settlement". After that, make a payment in cash.
Seicomart		Make a payment in cash at the register after completing the procedure with "Club Station".

③ Banking facilities' ATM 【Pay-easy】 (For applications from **inside** Japan)

Payment can be made by ATM with a "Pay-easy mark" at any of the usable financial institutions listed below:



at any of the usable financial institutions listed below:

- As for the usable financial institutions, check "List of usable ATM (ATM 利用可能一覧)" on the following web page:

http://www.well-net.jp/multi/financial_list/index.html

(Examples of usable financial institutions)

Hiroshima Bank, Fukuoka Bank, Japan Post Bank, Mizuho Bank, Resona Bank, Sumitomo Mitsui Bank, etc.



<Payment procedure>

- At the ATM, please select "payment of taxes/charges (税金・料金払込み)" or "Pay-easy", and complete the procedure.

④ Online Banking (For applications from **inside** Japan)

You can use city banks, regional banks, Shinkin banks, credit unions, worker's credit unions, agricultural cooperatives, and fishery cooperatives etc. A prior application at the financial institution is needed.

In addition, Rakuten Bank, The Japan Net Bank, Jibun Bank, and SBI Sumishin Net Bank are also usable. In this case, you have to open an account at the financial institution in advance.

<Payment procedure>

- 1 Open the application registration completion screen.
- 2 Press the button "Proceed with the payment by online banking (ネットバンキングでの支払に進む)".
- 3 Select the financial institution you've made a contract with for online banking. Conduct the necessary procedure after performing log-in.

This is the end of the online application.

※ If you have any questions about the operation of online applications, etc. please contact the following help desk:

Online Application Help Desk (Japanese Speaking Only)	Reception Time: 10:00-18:00
	Reception Period : Starting on April 1, 2015 (Except from December 29 to January 3) *to be assigned
	TEL 050-3786-5124

※ As for questions about general application information, please contact Student Support Office, Advanced Sciences of Matter Hiroshima University.

Address : 1-3-1 Kagamiyama Higashi-Hiroshima, Japan 739-8530

E-mail : sentan-gaku-sien@office.hiroshima-u.ac.jp