

APPLICATION REQUIREMENTS
FOR FOREIGN STUDENTS
(SPECIAL SELECTION)

Master's Program Enrollment
For October, 2017

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 2017.

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, 2017

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, 2017

C: Those who have been conferred, or expect to be conferred by September 30, 2017, a degree equivalent to a bachelor's degree through attending an overseas university or other overseas school (limited to those whose education and research activities have been evaluated by persons who have been certified by the relevant country's government or a related institution, or have been separately designated by the Ministry of Education, Culture, Sports, Science and Technology as being equivalent to such) and graduated from a program that requires 3 or more years to complete (Includes graduating from a program implemented by the relevant overseas school while living in Japan through distance learning, as well as graduating from a program implemented by an educational facility established with the relevant overseas country's school education system and has received the designation mentioned above).

Applicants who wish to apply under the category B are required to submit documents for qualification by April 28, 2017. Please contact the Student Support Office of AdSM for more information.

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 (see "Online Application Procedure" pages for details.)

Applicants make online application by entering application information online, and send the necessary documents for admission

Hiroshima University Entrance Examination Information Web Site
<https://www.hiroshima-u.ac.jp/en/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)
- Application fee 30,000 Japanese yen[§]
- A copy of resident card
(This is required only for applicants residing in Japan. If applicant's address is written on the back side of the card, please make a both sided copy.)

conventional application

Use the attached form to transfer the application fee at the bank. The deadline of the payment is June 16, 2017. 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 June 16, 2017, 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 · Diners Club)
- b) Convenience store (7-Eleven, Lawson, Ministop, FamilyMart, Circle K Sankus, Daily Yamazaki, Three-F, Seicomart)
- c) Banking facilities' ATM [Pay-easy]
- d) Online Banking

*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 and application fee will not be returned by any reasons.

4. **Deadline of Applications**

- June 16, 2017

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
July 26, 2017

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 March 2017. 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: <https://www.hiroshima-u.ac.jp/en/adsm>

Online Application

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

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

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

Hiroshima University Entrance Examination Information Web Site
<https://www.hiroshima-u.ac.jp/en/nyugaku>



(2) (If you have, otherwise, skip (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) Check details

Confirm the contents of application details and personal information.

(6) Confirmation of required documents

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) Pay

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 · Diners Club)

2. Convenience Store (7-Eleven, LAWSON, MINISTOP, FamilyMart, CircleKSunkus, Daily Yamazaki,

Three F, Seicomart)

3. Banking facilities' ATM 【Pay-easy】

4. Online Banking

(8) Initial registration process complete

(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

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

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 (Square Type 2; 24cm×33.2cm).

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. Write **簡易書留** (simple registered mail) vertically in red (or ask a post office counter clerk to put the seal on the envelope).

【Sample of English ver.】

切手
1-3-1 Kagamiyama,
Higashi-hiroshima,
Hiroshima, 739-8530

Hiroshima University Graduate
School of Advanced Sciences of Matter
Student Support Office

簡易書留

出願番号(application number):
入試区分(type of exam):
出願研究科・専攻等
(graduate school/ major etc.):
(address of applicant):
(name of applicant):



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

切手
〒739-8530
1-3-1 Kagamiyama Higashi-Hiroshima,
Hiroshima

簡易書留

Student Support Office,
Graduate School of Advanced Sciences of Matter
Hiroshima University

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) Pay". 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	
Diners Club	

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

Make a payment in cash.

<Payment procedure>

7-Eleven 	Tell a salesclerk at the register your payment slip number ("払込票番号 -Haraikomihyou-bango-" *1), or submit the printed payment slip (払込票-Haraikomihyou-) to the salesclerk. Pay in cash (*2). (*1) The payment slip number is displayed after clicking on the button "Display the payment slip (払込票を表示する -Haraikomihyou-wo-hyoujisuru-)" at the application registration completion screen. This number is needed to make a payment. (*2) Do not use a multi-functional copy machine for the payment.
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".

Online Application Procedure

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:



■As for the usable financial institutions, check "List of usable ATM" on the following web page:

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

(Examples of usable financial institutions)

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

<Payment procedure>

- At the ATM, please select "payment of taxes/charges" 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".
- 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, 2017 (Except Saturday, Sunday and holiday until July 31) (Except from December 29 to January 3)
	TEL 050-3786-5124

※ As for questions about general application information, please contact :
Student Support Office, Graduate School of Advanced Sciences of Matter Hiroshima University.
(Except weekends and holidays, from December 29 to January 3)

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

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