

**Akita University**  
**Graduate School of International Resource Sciences**  
**Faculty of International Resource Sciences**  
**2019 Application Guidelines for Research Students**

1. Eligibility for admission

The applicant shall meet one of the following criteria:

**【Undergraduate Research Students】**

- (1) Have graduated (or be expected to graduate) from college
- (2) Be recognized as having academic skills equivalent to or greater than those defined in (1) above
- (3) Have completed a Bachelor's degree under the provisions of Article 104 (4) of Japan's School Education Act
- (4) Have completed a 16-year school education in a foreign country
- (5) Be designated by the Minister of Education, Culture, Sports, Science and Technology

**【Graduate Research Students(Master's Courses)】**

- (1) Have received (or be expected to receive) a Master's degree
- (2) Be recognized as having academic skills equivalent to or greater than those defined in (1) above
- (3) Have received a degree from a foreign institution that is equivalent to a Japanese Master's degree
- (4) Be designated by the Minister of Education, Culture, Sports, Science and Technology
- (5) Be 24 years of age or older, and is considered to have an academic ability that is equivalent to or higher than a Master's degree after an individual Application Qualification evaluation conducted by the Graduate School of Akita University

**【Graduate Research Students(Doctoral Courses)】**

- (1) Have received (or be expected to receive) a Doctoral degree
- (2) Be recognized as having academic skills equivalent to or greater than those defined in (1) above
- (3) Have received a degree from a foreign institution that is equivalent to a Japanese Doctoral degree

2. Admission period

April or October 2019

3. Period of enrollment

Students will be enrolled for a period of up to one year. If there are specific reasons for doing so, permission may be granted to extend the enrollment period.

4. How to apply

(1) Application documents

Please submit the following documents to the International Resource Sciences Section of the Academic Affairs Division, Akita University.

If the application will be sent by mail, write "Application for Research Student Enclosed" on the

front of the envelope, and make sure that the package will be sent by registered mail and arrive by the deadline indicated in (2) below.

### **Documents to be submitted by all applicants**

a) Admission Application for Research Students (use form provided)

- Applicants are to fill out the form by hand (do not use computer, etc.) and obtain the intended supervisor's signature and seal for consent before submitting this form.
- Applicants of Graduate Research Students are to circle a course that you apply for admission.
- The "Guarantor" must be a Japanese citizen who agrees to bear full responsibility for all actions (including financial obligations) of the applicant and who will be residing in Japan during the applicant's period of enrollment. If the only guarantor available is a foreign national living in Japan, then it must be a person who has resided in Japan for a minimum of 10 years. In this case, please submit a copy of the guarantor's resident card (showing the person's status of residence).

b) Research Plan (use form provided)

The applicant is to describe in detail the research completed to date and their research plan after enrollment. This must be hand-written by the applicant. (It cannot be entered by computer, etc.) The applicant needs to obtain consent from the intended supervisor and receive his/her signature and seal.

c) Outline of Thesis (use form provided)

- Please provide a summary of your thesis for graduation or degree, or other comparable research paper completed at the university from which you graduated.

d) Certificate of graduation/completion (or document certifying expected) and academic transcript from last school attended

- For the certificate of graduation or completion (or expected graduation/completion), the applicant must submit a document that shows the name of the field in which the degree was conferred (or will be conferred).
- Those who have not graduated or completion at time of application must submit their graduation or completion certificate after they enroll.

e) Certificate of health

f) Self-addressed envelope for notification of screening results

- Write the name and address on an envelope (Japanese Kaku #2 envelope).
- Applicants residing overseas should address the envelope to the address indicated on the application form as "Address to Which Screening Results Will Be Sent."

g) Application fee **¥9,800**

- Using the designated "Money Transfer Form" provided by this university, transfer the fee at a financial institution. To obtain the form, please contact the International Resource Sciences Section of Academic Affairs Division (E-mail: sg-shigen@jimu.akita-u.ac.jp). Please do not make payments via ATM, online banking, etc., since it may be difficult to identify the

applicant as the sender.

- Once the fee has been transferred, please submit the “Money Transfer Receipt” along with the application materials.
- Please be sure to write the applicant’s name in the designated section of the form.
- Application fees for foreign applicants not residing in Japan should be remitted by a proxy, such as the applicant’s guarantor who is living in Japan.
- The application fee must be remitted during the application period indicated in (2) below.

**Documents to be submitted by foreign applicants in addition to a)–g)**

h) Copy of residence card (both sides)

\* For applicants residing abroad, after arriving in Japan, submit a copy of the Residence Card as soon as it is issued.

i) Copy of passport (page containing photo)

\* For applicants residing abroad, submit a copy immediately after arriving in Japan.

**Documents to be submitted by applicants currently employed in government agencies, companies, etc., in addition to a)–g)**

j) Letter of consent from the applicant’s superior at their workplace

\* All documents submitted must be written in either Japanese or English. If an applicant is not able to contact the intended supervisor when obtaining his/her signature and seal for the admission application form and research plan, please consult with the International Resource Sciences Section of Academic Affairs Division.

(2) Application Period

April Admissions

Non-Japanese living abroad: November 16–Nov. 22, 2018

Japanese and non-Japanese living in Japan: February 8–Feb. 15, 2019

October Admissions

Non-Japanese living abroad: June 17–June 21, 2019

Japanese and non-Japanese living in Japan: August 19–Aug. 23, 2019

\* Academic Affairs Division hours: Mon.–Fri. 8:30–17:00 (closed weekends and holidays)

(3) Address for Submission of Application

International Resource Sciences Section

Academic Affairs Division

Akita University

1-1 Tegatagakuen-machi, Akita City 010-8502

Tel: +81-18-889-2236

5. Selection Results

Successful applicants will be sent an Enrollment Authorization and materials regarding the enrollment procedures.

## 6. Entrance Fee and Tuition (tentative)

### (1) Entrance fee **¥84,600**

\* The deadline for payment is the final day of the month prior to the month of expected enrollment. The specific deadline will be indicated on the payment form sent by the university.

\* If the application procedures, including payment of the entrance fee, are not completed within the designated time period, admission will be rescinded.

### (2) Tuition

Annual: **¥356,400** (¥29,700/mo. × 12 months)

Semester: **¥178,200** (¥29,700/mo. × 6 months)

\* Tuition is paid each semester. The specific deadline for tuition payment will be indicated on the tuition payment form sent by the university.

(3) Application documents, application fees, entrance fees, and tuition cannot be returned once submitted/paid.

## 7. Other

(1) For information on supervisors, please refer to the Akita University website (URL: <http://www.akita-u.ac.jp/eng/>).

(2) In addition to receiving guidance from the supervisor on their research topic, research students may audit relevant lectures. However, they are not able to receive credit for the courses they audit.

(3) For those who wish to obtain “College Student” visa status, please be advised that our school does not submit applications by proxy to the Immigration Bureau.

(4) For further information about studying abroad, please visit the Akita University homepage and click on “International Exchange.” (URL: [http://www.pcix.akita-u.ac.jp/inter\\_en/index.html](http://www.pcix.akita-u.ac.jp/inter_en/index.html))

(5) Research students are not eligible for the Japan Railway (JR) student discount.

(6) For those individuals seeking to enter our school as research students who have been recommended by their own government, the Japanese government, or a local public entity, and who will receive financial support from that government or entity, there may be cases where approval may be granted independently of these application guidelines.

(7) For further inquiries, please contact the International Resource Sciences Section of Academic Affairs Division.

## 8. Contact

International Resource Sciences Section

Academic Affairs Division

Akita University

1-1 Tegatagakuen-machi, Akita City 010-8502

E-mail: [sg-shigen@jimu.akita-u.ac.jp](mailto:sg-shigen@jimu.akita-u.ac.jp)