

Entrance Examination for
International Students

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○ **FY2016 Ochanomizu University Graduate School of Humanities and Sciences
(Doctoral Program) Application Guidelines**

I Schedule

1. Division, Department, and Number of Admissions

Division	Department	September Examination	March Examination	Number of Admissions (Note 1)	
				General Admissions	International Students Admissions
Comparative Studies of Societies and Cultures	Japanese Studies in a Global Perspective Language, Literature, and Culture Comparative Social Studies Arts and Representational Studies	No	Yes	27	Several
Human Developmental Sciences	Educational Science Psychology Developmental and Clinical Psychology Sociology and Social Policies Child Studies	No	Yes	14	Several
Interdisciplinary Gender Studies	Interdisciplinary Gender Studies	No	Yes	4	Several
Life Sciences	Biological Sciences Human-Environmental Sciences Food and Nutritional Sciences Genetic Counseling (Note 2) Disease Prevention Sciences	Yes	Yes	13	Several
Advanced Sciences	Mathematics Physics Chemistry and Biochemistry Computer Science	Yes	Yes	13	Several

Note 1: Number of admissions includes the applicants of other than general admissions and international student admissions.

Note 2: The Genetic Counseling department of the Life Sciences division is available with the September examination only.

* Applicants for the Cooperative Major in Human Centered Engineering Division are requested to refer to the application guidelines for the said program to be announced after the official approved of the establishment.

2. Examination Date

September examination: Thursday, September 3, 2015 March examination : Thursday, March 3 and Friday March 4, 2016
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* The date of examination may suddenly change by social situation. Any change will be notified. Please check the latest information on the website from time to time.

3. Eligibility

[International student admissions] An applicant must be a female who (a) does not hold Japanese citizenship, (b) falls under any one of the following categories (1) to (8), and (c) either possesses, or is able to obtain a Status of Residence of "College Student" according to the Immigration Control and Refugee Recognition Act.

The applicant for the Genetic Counseling department of the Life Sciences division must fall under one of the following categories and also complete (or will complete) the special course for certified genetic counselor.

* Note that the October enrollment is available only for the applicants for the specified disciplines. In this case, the following date of March 31, 2016, should be read as September 30, 2015.

- (1) A person who has a master's or a professional degree (including a person who will obtain such degree by March 31, 2016).
- (2) A person who received (or will receive by March 31, 2016) a degree equivalent to a master's or a professional degree in a foreign country.
- (3) A person who received (or will receive by March 31, 2016) a degree equivalent to a master's or a professional degree while in Japan by completing a distance education program provided by an overseas school.
- (4) A person who received (or will receive by March 31, 2016) a master's or a professional degree by completing the curriculum that is specially designated by the Minister of Education, Culture, Sports, Science and Technology, at the foreign educational

institution located in Japan that is recognized as an graduate school by the formal education system in that country.

- (5) A person who completed the curriculum of the United Nations University and received a degree equivalent to a master's degree.
- (6) A person who completed an educational program of a foreign school, an educational institution designated as No. 4 category, or the United Nations University, passed the equivalent to the examination and screening prescribed in No. 2 of Article 16 of Standards for the Establishment of Graduate School, and is recognized at the graduate school at Ochanomizu University as having academic abilities equivalent to or above a master's degree.
- (7) A person who is designated by the Minister of Education, Culture, Sports, Science and Technology (Ministry of Education Notification No. 118 of 1989). Refer to the [reference].
- (8) A person who is recognized through screening at the graduate school at Ochanomizu University as having academic abilities equivalent to or above a master's degree and who will be at least 24 years of age on March 31, 2016.

* Applicants under categories (2) through (8) above must contact the Admissions Division before applying.
Applicants under category (6) through (8) must note that their application period differs from the above schedule.

[Reference] (Minister of Education, Culture, Sports, Science and Technology Notification No. 118 of 1989). (Excerpts))

According to the provisions of the School Education Law Enforcement Regulations Article 156 No. 5, regarding the admissions of graduate school, a person who is recognized as having academic abilities equivalent to or above a master's level degree is defined as follows.

1. A person who engaged in researches at university or laboratory for more than two years and is recognized at the applicable graduate school as having academic abilities equivalent to or above a master's level degree.
2. A person who completed 16 years of formal education in a foreign country, or completed a curriculum while in Japan through a distance education program at an overseas school that would be considered as completing 16 years of formal education in that country, then engaged in researches at university or laboratory for more than two years and is recognized at the applicable graduate school as having academic abilities equivalent to or above a master's level degree.

Applicants who have mental or physical disabilities and need special consideration for examination or schooling shall consult with Admissions Division in advance. Please contact the Admissions Division during the following application period for the pre-application qualification screening. The consultation may be made by using any method of telephone, facsimile, or electronic mail.

Also, applicants who require the similar consideration for examination or schooling due to an accident after the application should immediately contact the Admissions Division for consultation.

In such a case, a medical certificate may be required. It should be noted, however, that such request may not be completely satisfied, depending on the content.

4. Application Period

September examination: **Wednesday, July 29 to Friday, July 31, 2015** [must arrive]

* However, the university accepts the late delivery if the application packages are postmarked in Japan Tuesday, July 30 or earlier.

March examination : **Tuesday, January 12 to Friday, January 15, 2016** [must arrive]

* However, the university accepts the late delivery if the application packages are postmarked in Japan Thursday, January 14 or earlier.

The application procedures for the applicants under categories (6) through (8) are as follows.

Application period for pre-application qualification screening

September examination: Thursday, July 2 to Friday, July 3, 2015 [the documents must arrive within this period, but the university accepts the documents postmarked Thursday, July 2 or earlier.]

March examination : Tuesday, December 8 to Thursday, December 10, 2015 [the documents must arrive within this period, but the university accepts the documents postmarked Wednesday, December 9 or earlier.]

(Please submit the application documents other than the evidence of examination fee remittance and return envelope.)

Result of pre-application qualification screening

September examination: The results will be informed to applicants by mail by Friday, July 17, 2015.

March examination : The results will be informed to applicants by mail by Tuesday, January 5, 2016.

Applicants whose eligibility was approved must transfer the examination fee (30,000 yen) and mail the payment slip (for submission to the university) or payment voucher together with a return envelope within the prescribed application period.

5. Application Method

Applicants must put all required application documents in one envelope designated by the university and send the envelope by **registered express mail**. **The university accepts only the applications sent by mail**. If the documents are too large for the envelope, the applicants may alternatively send the documents by registered express parcel. The university will mail the examination admission ticket, together with guide for oral test and schedule, to the applicants by seven days before the

examination. This examination admission ticket will also be required at the enrollment procedure. Be careful not to lose it.

6. Screening Method

Applicants will be comprehensively screened based on the results of scholastic ability examinations (linguistic test and oral test) and submitted documents.

Refer to page 19, II Screening Method Details specified for each division/department for more details.

7. Examination Venue

Ochanomizu University

8. October Enrollment

Applicants for the following divisions/department who desire to enroll in October (October 2015) can apply so at the September 2015 examination. The desired applicants must tick off the check box of October 2015 enrollment on the application form, photo ticket, and examination admission ticket when they submit the application documents. Once applied and accepted by the examination, it is not changeable to the April enrollment.

Please note, in the meantime, that the students enrolled in October will belong to the FY2015 program and learn the FY2015 curriculum. Also, the applicants must contact the advising teacher in advance.

- Life Sciences : Biological Sciences, Human-Environmental Sciences, and Food and Nutritional Sciences
- Advanced Sciences: All department

9. Announcement of Successful Applicants

September examination: 12:00 on Friday, September 11, 2015
March examination : 17:00 on Friday, March 11, 2016

- (1) The examinee numbers of successful applicants will be posted on the bulletin board located at the south gate of the university.
- (2) An acceptance letter will be sent by express mail to the address of mailing label (included in the application documents) of the successful applicants on the day of the announcement.
The examinee numbers of the successful applicants will be also posted on the university website.
Admissions Division URL : <http://www.ao.ocha.ac.jp/>
Note: The university will not respond to a telephone inquiry about the result of individual applicant.

10. Enrollment

April 2016 (except the students enrolled in October 2015)

11. Examination Fee, Enrollment Fee and Tuition

Examination fee 30,000 yen

(1) April 2016 enrollment

Enrollment fee 282,000 yen (tentative)

Tuition half year 267,900 yen (one year 535,800 yen) (tentative)

(2) October 2015 enrollment

Enrollment fee 282,000 yen (tentative)

Tuition half year 267,900 yen (one year 535,800 yen) (tentative)

Students pay for half year (second term) only.

Note 1: The examination fee should be paid by bank transfer at a financial institution other than JP Bank or by a payment at a convenience store by using the attached transfer slip. (The transfer fee shall be borne by the applicant.)

Note 2: If the tuition is revised at the time of enrollment or during school years, new tuition will be applied from the time of revision.

Note 3: If the students of the April enrollment do not pay the half-year tuition during the enrollment procedure period, they must pay between April 1 and May 31. If needed, the students may pay the full-year tuition in this period.

Note 4: At the time of enrollment, students need to pay some additional expenses such as disaster and accident insurance for student education and research, in addition to the above enrollment fee and tuition.

Note 5: Once the enrollment procedure is completed, the enrollment fee will not be refunded, even if the enrollment is canceled.

Note 6: Except in the following cases, the paid-up examination fee will not be refunded for any reason.

- An applicant remitted the application screening fee, but did not send the application documents to the university, or her application was not accepted by the university.
- An applicant duplicated remittance by mistake or remitted more than the prescribed examination fee.

The examination fee will be refunded according to the request from the remitter. The person corresponding to the above case must contact the Admissions Division of Ochanomizu University. (An applicant who did not show up the examination will not be refunded.)

12. Remarks

- (1) Applicants are not allowed to apply for two different divisions on the same entrance examination schedule.
- (2) Incomplete application packages will not be accepted. Once the application package is submitted, under no circumstances will Ochanomizu University accept changes, return documents or refund the examination fee.
- (3) Contact the Admissions Division (described p.18) for more detail on the application procedures.
- (4) The university will not respond to any mail or telephone inquiry about the result of individual applicant.
- (5) The examination admission ticket will be also required at the enrollment procedure (of the successful applicants). Be careful not to lose it.
- (6) Applicants who cancel the examination after submission of application documents or the enrollment after the acceptance must inform the university immediately.
- (7) Applicants with false information or committing a wrongdoing may have canceled their admissions even after the acceptance.
- (8) The university will not introduce or mediate the accommodation for applicants.
- (9) The university provides the latest information on the website. (URL: <http://www.ocha.ac.jp/>)
- (10) Contact the Admissions Division in advance if an applicant selects an advising teacher who is listed in more than one division.

13. Enrollment Procedure Documents

September examination: The enrollment procedure documents will be mailed around the middle of February 2016. The enrollment procedure documents for the October enrollment applicants will be mailed together with the acceptance letter.

March examination : The enrollment procedure documents will be mailed together with the acceptance letter.

- * The successful applicants who changed the address must inform the Admissions Division.
- * Please pay special attention to the enrollment procedure period in the enrollment procedure documents. Applicants for the October enrollment must pay special attention because they have very limited time before starting the enrollment procedure after the announcement of acceptance and a limited enrollment procedure period.

14. Student Support

The university offers support systems for the students who have excellent academic performance but have difficulties in paying enrollment fee and tuition due to economic reason. The university screens the candidates and offers enrollment fee waiver, half- or full-year tuition waiver, or collection postponement.

The university also provides the students who use the nursery located within the university with a childcare support scholarship to subsidize a part of their childcare fees.

Other supports such as student loan offered by Japan Student Services Organization (JASSO) and scholarship offered by private organizations are also available. Please refer to the university website for more details.

- Enrollment fee and tuition waiver and collection postponement: <http://www.ocha.ac.jp/campuslife/exemption.html>
- Scholarship and student loan: <http://www.ocha.ac.jp/campuslife/scholarship/index.html>
- Student dormitories: <http://www.ocha.ac.jp/campuslife/lodgings/index.html>

Please contact the following Student and Career Support Division for more details.

Enrollment fee and tuition waiver and student dormitory, Phone: 03-5978-2646, E-mail gakusei@cc.ocha.ac.jp

Scholarship, Phone: 03-5978-5148, E-mail gakusei@cc.ocha.ac.jp

Applicants for the scholarship for international students must contact the International Affairs Division (below).

International student scholarship, phone TEL 03-5978-5143, E-mail ryugai@cc.ocha.ac.jp

15. Use of Personal Information and Test Results

- (1) Personal information obtained by the university, such as name, address, academic performance and learning situation, will be used within the scope necessary to conduct business related to academic affairs after enrollment (student affairs and learning guidance), student support (health management, tuition waiver, scholarship selection), and tuition fees.
- (2) Personal information used for admissions, such as test results, will be used within the scope necessary to conduct business related to matters such as the improvement of examination, research and analysis of applicants.

16. Inquiries for Application and Examination

Admissions Division, Ochanomizu University

2-1-1 Otsuka, Bunkyo-ku, Tokyo 112-8610

Phone: 03-5978-5697 (weekdays 09:00-17:00, closed on Saturdays, Sundays and Holidays)

Facsimile: 03-5978-5895

E-mail: nyushi@cc.ocha.ac.jp

II Screening Method Details

[Same for all divisions]

1. Application Documents

1	Application form, Examination Admission Ticket, and Photo Ticket	Application form designated by Ochanomizu University Affix two photos (same one in 5 x 4 cm size taken within three months) on the designated box. The examination admission ticket will be also required at the time of enrollment procedure.
2	Master's Course Certification (including expectation)	A certification prepared by the head of the last belonging school. (Note 2) (Copies are not acceptable. Applicants who graduated from a foreign university and having the diploma only must submit a certification by embassy attached to the diploma.)
3	Master's Thesis (Note 1)	Two copies * Refer to the details specified for each division. These copies will be returned after the examination.
4	A Summary of Master's Thesis	Six copies * Refer to the details specified for each division. Free format and style as long as all the required items are included.
5	Research Plan	Six copies Applicants for the Comparative Studies of Societies and Cultures, Human Developmental Sciences, and Interdisciplinary Gender Studies divisions must prepare a plan written in Japanese (horizontal format) about 1,000 characters within two sheets of A4 size paper. Applicants for the Life Sciences and Advanced Sciences divisions must prepare a plan written in Japanese about 1,000 characters or in English about 400 words within two sheets of A4 size paper.
6	Academic Transcript	First semester of doctor's program (master's program) (copies are not acceptable.) (Note 2)
7	Copy of Resident Register	An official document issued by municipality showing the status of residence. If the applicants have not yet registered the residency at the time of application, they should submit a copy of passport (including the pages showing the name, birth date, gender, status of residence, and Japanese visa).
8	Examination Fee	30,000 yen Applicants must pay the fee by bank transfer or a payment at a convenience store . [Bank transfer] Applicants must pay the fee by bank transfer at a financial institution other than JP Bank . (The transfer fee shall be borne by the applicant.) The name of the applicant must appear as the name of remitter. After the payment, remove the receipt part of the transfer slip (marked as "submission to university") and affix it to the designated box on the back page of the application form. [Payment at a convenience store] Applicants must pay at Seven-Eleven, Lawson, Family Mart, Circle K-Thanks, and MINISTOP stores only. Arrange the payment by referring to Page 32, Ochanomizu University payment procedure of examination fee at a convenience store, for the actual operating procedures. (The transfer fee shall be borne by the applicant.) After the payment, remove the receipt part of the payment slip (marked as "payment certificate") and affix it to the designated box on the back page of the application form.
9	Return Envelope	Please fill in your name and address on the designated space on the envelope and affix stamps for postage 372 yen (92 yen for standard mail + 280 yen for express delivery). * Use an address in Japan. * The university will mail the examination admission ticket, together with guide for oral test and schedule, to the applicants by seven days before the examination.
10	Mailing Label	This is necessary for the university to mail the letter of acceptance. Use an address by which the university can contact the applicant.
11	Document Checklist	A separate sheet. Applicants must check the numbers of the enclosed documents by using this sheet. Enclose this sheet together the application documents in the envelope.

Note 1: Applicants who are preparing their master's theses must refer to the details specified for each division for the submission deadline of their theses.

Note 2: In addition to the above documents, applicants may submit the letter of recommendation issued by an adviser teacher or the equivalent (in the university's designated form).

Applicants who completed the master's program in a foreign country may submit the letter of recommendation issued by an adviser teacher in the foreign country or the last graduate school in Japan.

Note 3: Applicants must staple one each of [1] the summary of the master's thesis and [2] the research plan at the top-left corner

to make a total of six sets of [1] and [2] documents. See next page.

Research plan	Applicant's name, division, and discipline
Summary of the master's thesis	Applicant's name, division, and discipline
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin-left: 20px;"> Title of master's thesis xxxxx </div>	

↑
Stapler

2. Examination subjects

Division	Linguistic examination	Oral examination
	International student admissions	
Comparative Studies of Societies and Cultures	One language selected from English, German, French or Chinese (it is not allowed to use a dictionary and select mother tongue). * Students who completed the master's program of Ochanomizu University in September 2014 or March 2015 are exempted from this subject.	Main thesis and research plan
Human Developmental Sciences	English (it is allowed to use a dictionary except an electronic dictionary.) * The oral examination includes the test about Japanese of the specialized field.	Main thesis and research plan * The examination for international students includes the test about Japanese of the specialized field.
Interdisciplinary Gender Studies	English (Applicants can only use dictionaries provided by the university.)	
Life Sciences	English * The oral examination includes the test about English of the specialized field. Students who completed the master's program of Ochanomizu University in and after March 2012 are exempted from this subject.	Main thesis and research plan * The examination includes the questions about English of the specialized field.
Advanced Sciences	None	Main thesis and research plan

Note: Applicants must select the language for the linguistic examination on the application form, photo ticket, and examination admission ticket.

3. Examination Schedule

September examination

	Sep. 3 (Thu.), 2015
Linguistic examination	None
Oral Examination	10:00 to 18:45

March examination

	Mar. 3 (Thu.), 2016	Mar. 4 (Fri.), 2016
Linguistic examination	10:30 to 11:50	None
Oral Examination	13:30 to 18:45	10:00 to 18:45

Note 1: The oral examination for individual applicant takes about 40 minutes during the above duration. Approximate time for each applicant will be informed when the university sends the examination admission ticket.

Note 2: Applicants for the Life Sciences division will have English proficiency test during oral examination, eliminating necessity of separate linguistic examination.

4. Oral Examination Guidelines

- (1) Applicants who were assigned the linguistic examination must take the linguistic examination before the oral examination.
- (2) The schedule for the oral examination will be specified by the university and will be informed to the applicants when the university sends the examination admission ticket after the acceptance of application.
- (3) During the examination, applicants will be questioned about their master's theses (or alternatives) and the contents and significance of research plan. It takes about 10 minutes for each applicant for the Comparative Studies of Societies and Cultures and about 15 minutes for each applicant for the Human Developmental Sciences, Interdisciplinary Gender Studies, Life Sciences, and Advanced Sciences divisions. In addition, the test about English in the specialized field will be conducted to the required applicants for the Life Sciences division.
- (4) The following equipment is available to help applicants' explanation during oral examination. So, applicants who want to rent the following equipment must put a circle on the box of desired equipment on the rental equipment list for oral examination on photo ticket. The university will not accept any changes after the submission.
 - The available equipment includes OHC, PC projector, and CD player (with cassette tape player). PC is not available for rent; applicants must bring their own.
 - For safety in case of non-operation of rental equipment, applicants must bring four sets of printed presentation materials.
- (5) After oral examination, master's thesis (or alternatives) will be returned to applicants from the examiner teachers.

[Details for each division] * Regarding 3. Master's thesis and 4. Summary of master's thesis in the applications documents.

Comparative Studies of Societies and Cultures

Master's thesis, two copies
<p>However, applicants may provide supplements if they have made additional achievements after their master's theses. (Two copies each)</p> <p>If desired, applicants may submit a research paper other than master's thesis for evaluation purpose. (Other subject paper)</p> <p>Applicants who do not have master's thesis can submit an alternative paper. (Other subject paper)</p> <p>In case of other subject paper, a separate "thesis evaluation note" must be attached. (Two copies)</p> <p>* If the contents of master's thesis (or an alternative) are significantly different from the desired research area, the applicant is recommended to provide a research paper in association with the desired research area. (Two copies)</p> <p>* If the thesis is written in a language other than Japanese, a summary in Japanese of more than 5,000 characters must be attached. (Two copies)</p>
A summary of master's thesis (main thesis) [summary of other subject paper], six copies
It must be summarized within the maximum 2,000 characters, horizontally written, in three sheets of A4 size paper (including figures and tables).

Note 1: Applicants for the March examination, who are preparing master's thesis for the submission deadline later than the application period (after Friday, January 15, 2016), must describe the thesis title and the submission deadline on the application form. The full-scale original master's thesis must be sent by registered express mail, arriving at the university by Friday, January 29, 2016. The university accepts the documents postmarked Thursday, January 28, 2016. If the submission deadline of master's thesis is later than Friday, January 29, 2016, the applicant must submit the thesis as of Thursday, January 28, 2016, arriving at the university by Friday, January 29, 2016. The university accepts the documents postmarked Thursday, January 28, 2016.

Note 2: Applicants must confirm in advance that the specialty of desired adviser teacher matches their own research purpose.

Human Developmental Sciences

Master's thesis, two copies
<p>However, applicants may provide supplements if they have made additional achievements after their master's thesis. (Two copies each)</p> <p>If desired, applicants may submit a research paper other than master's thesis for evaluation purpose. (Other subject paper)</p> <p>Applicants who do not have master's thesis can submit an alternative paper. (Other subject paper)</p> <p>In case of other subject paper, a separate "thesis evaluation note" must be attached. (Two copies)</p> <p>* If the thesis is written in a language other than Japanese, a summary in Japanese of more than 5,000 characters must be attached. (Two copies)</p>
A summary of master's thesis (main thesis) [summary of other subject paper], six copies
It must be summarized within the maximum 2,000 characters, horizontally written, in three sheets of A4 size paper (including figures and tables).

Note 1: Applicants for the March examination, who is preparing master's thesis for the submission deadline later than the application period (after Friday, January 15, 2016), must describe the thesis title and the submission deadline on the application form. The full-scale original master's thesis must be sent by registered express mail, arriving at the

university by Friday, January 29, 2016. The university accepts the documents postmarked Thursday, January 28, 2016. If the submission deadline of master's thesis is later than Friday, January 29, 2016, the applicant must submit the thesis as of Thursday, January 28, 2016, arriving at the university by Friday, January 29, 2016. The university accepts the documents postmarked Thursday, January 28, 2016.

Note 2: Applicants must consult in advance the desired adviser teacher or the head teacher of the discipline the teacher belongs to. As for the head teacher of the discipline, please refer to the list of teachers and courses of the Human Developmental Sciences division.

Interdisciplinary Gender Studies

Master's thesis, two copies
<p>However, applicants may provide supplements if they have made additional achievements after their master's theses. (Two copies each)</p> <p>If desired, applicants may submit a research paper other than master's thesis for evaluation purpose. (Other subject paper)</p> <p>Applicants who do not have master's thesis can submit an alternative paper. (Other subject paper)</p> <p>In case of other subject paper, a separate "thesis evaluation note" must be attached. (Two copies)</p> <p>* If the thesis is written in a language other than Japanese, a summary in Japanese of more than 5,000 characters must be attached. (Two copies)</p>
A summary of master's thesis (main thesis) [summary of other subject paper], six copies
It must be summarized within the maximum 2,000 characters, horizontally written, in three sheets of A4 size paper (including figures and tables).

Note 1: Applicants for the March examination, who is preparing master's thesis for the submission deadline later than the application period (after Friday, January 15, 2016), must describe the thesis title and the submission deadline on the application form. The full-scale original master's thesis must be sent by registered express mail, arriving at the university by Friday, January 29, 2016. The university accepts the documents postmarked Thursday, January 28, 2016. If the submission deadline of master's thesis is later than Friday, January 29, 2016, the applicant must submit the thesis as of Thursday, January 28, 2016, arriving at the university by Friday, January 29, 2016. The university accepts the documents postmarked Thursday, January 28, 2016.

Note 2: Applicants must consult in advance the desired adviser teacher or the head teacher of the discipline the teacher belongs to. As for the head teacher of the discipline, please refer to the list of teachers and courses of the Gender and Social Sciences division.

Life Sciences

A	B
<p>[1] Applicants who completed the master's program (first semester of doctoral program)</p> <p>[2] Applicants who will complete the master's program (first semester of doctoral program)</p> <p>[3] Applicants who are required pre-application screening</p>	<p>[4] Applicants who study in the master's program (first semester of doctoral program) and apply for the September examination</p> <p>* Applicants who will complete the master's program in September fall in the category A.</p>
Master's thesis, two copies	An alternative to master's thesis, six copies
<p>However, applicants may provide supplements together with master's thesis if they have additional achievements to their master's thesis. (Two copies each)</p> <p>Instead of master's thesis, if desired, applicants may submit research papers other than master's thesis (multiple theses are acceptable) for evaluation. Submit two copies each for such thesis. (Other subject paper)</p> <p>Applicants who do not have master's thesis must submit an alternative thesis, research paper, summary of lecture, activity results, etc. (not necessarily be printed or verbally presented) as an evaluation thesis. Two copies for each of multiple theses are accepted. (Other subject paper)</p>	<p>Applicants must summarize their planned master's thesis into 5,000 characters in Japanese or 2,000 words in English in A4 size paper. The above numbers of character/word do not include those used for figures and tables.</p> <p>Applicants may add supplement if they have a published research achievement. (Two copies each)</p> <p>* Applicants must staple one each of [1] the alternative to master's thesis and [2] the research plan at the top-left corner to make total six sets of [1] and [2] documents.</p>
A summary of master's thesis (main thesis) [summary of other subject paper], six copies	
The summary of thesis must be submitted in Japanese or English. It must be summarized to the maximum 2,000 characters in Japanese or 800 words in English, not more than three sheets of A4 size paper (including figures and tables).	

Note 1: Applicants for the March examination, who are preparing master's thesis for the submission deadline later than the application period (after Friday, January 15, 2016), must describe the thesis title and the submission deadline on the application form. The full-scale original master's thesis must be sent by registered express mail, arriving at the university by Friday, January 29, 2016. The university accepts the documents postmarked Thursday, January 28, 2016. If the submission deadline of master's thesis is later than Friday, January 29, 2016, the applicant must submit the thesis as of Thursday, January 28, 2016, arriving at the university by Friday, January 29, 2016. The university accepts the documents postmarked Thursday, January 28, 2016.

All applicants for the September examination must submit the application documents within the application period.

Note 2: It is desirable that applicants shall consult in advance the desired adviser teacher or the head teacher of the discipline the teacher belongs to. As for the head teacher of the discipline, please refer to the list of teachers and courses of the Life Sciences division.

Advanced Sciences

A	B
[1] Applicants who completed the master's program (first semester of doctoral program) [2] Applicants who will complete the master's program (first semester of doctoral program) [3] Applicants who are required pre-application screening	[4] Applicants who study at the master's program (first semester of doctoral program) and apply for the September examination * Applicants who will complete the master's program in September fall in the category A.
Master's thesis, two copies	An alternative to master's thesis, six copies
However, applicants may provide supplements if they have made additional achievements after their master's theses. (Two copies each) If desired, applicants may submit a research paper other than master's thesis for evaluation purpose. (Other subject paper) Applicants who do not have master's thesis can submit an alternative paper. (Other subject paper) In case of other subject paper, a separate "thesis evaluation note" must be attached. (Two copies) If the evaluation thesis is written in other than Japanese or English, please submit a Japanese or English translation. (Two copies)	Applicants must summarize their planned master's thesis into 5,000 characters in Japanese or 2,000 words in English in A4 size paper. The above numbers of character/word do not include those used for figures and tables. Applicants may add supplement if they have a published research achievement. (Two copies each) * Applicants must staple one each of [1] the alternative to master's thesis and [2] the research plan at the top-left corner to make total six sets of [1] and [2] documents.
A summary of master's thesis (main thesis) [summary of other subject paper], six copies	
The summary of thesis must be submitted in Japanese or English. It must be summarized to the maximum 2,000 characters in Japanese or 800 words in English, not more than three sheets of A4 size paper (including figures and tables).	

Note 1: Applicants for the March examination, who are preparing master's thesis for the submission deadline later than the application period (after Friday, January 15, 2016), must describe the thesis title and the submission deadline on the application form. The full-scale original master's thesis must be sent by registered express mail, arriving at the university by Friday, January 29, 2016. The university accepts the documents postmarked Thursday, January 28, 2016. If the submission deadline of master's thesis is later than Friday, January 29, 2016, the applicant must submit the thesis as of Thursday, January 28, 2016, arriving at the university by Friday, January 29, 2016. The university accepts the documents postmarked Thursday, January 28, 2016. All applicants for the September examination must submit the application documents within the application period.

Note 2: Applicants must consult in advance the desired adviser teacher or the head teacher of the discipline the teacher belongs to. As for the head teacher of the discipline, please refer to the list of teachers and courses of the Advanced Sciences division.