

Entrance Examination for International Students

○ FY2024 Ochanomizu University Graduate School of Humanities and Sciences (Doctoral Program) Application Guidelines

I Schedule

1. Division, Department

Yes: With the entrance examination

Division	Department	September Examination	March Examination
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
Human Developmental Sciences	Educational Science Psychology Developmental and Clinical Psychology Sociology and Social Policies Child Studies	No	Yes
Interdisciplinary Gender Studies	Interdisciplinary Gender Studies	No	Yes
Life Sciences	Biological Sciences Food and Nutritional Sciences Genetic Counseling	Yes	Yes
Advanced Sciences	Mathematics Physics Chemistry and Biochemistry Computer Science	Yes	Yes

* Please refer to the program overview for the Cooperative Major in Human Centered Engineering for information on the entrance examination.

2. Examination Date

September examination: **Monday, September 4, 2023**
March examination : **Monday, March 4 and Tuesday, March 5, 2024**

* The date of examination may be subject to change. **Please check the latest information on the website (<https://www.ao.ocha.ac.jp/>) from time to time.**

3. Eligibility

[International student admissions] An applicant must be a woman 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 “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 counselors, or already be a certified genetic counselor.

*** Note that the October enrollment is available only for the applicants for the specified disciplines. In such a case, the date mentioned below (March 31, 2024) should be read “September 30, 2023.”**

- (1) A person who has a master's or a professional degree (including a person who will obtain such degree by March 31, 2024).
- (2) A person who received (or will receive by March 31, 2024) 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, 2024) 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, 2024) 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 a foreign educational institution located in Japan that is recognized as a graduate school by the formal education system in that country.
- (5) A person who received (or will receive by March 31, 2024) a degree equivalent to a master's degree by completing the curriculum of the United Nations University.
- (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 of 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, 2024.
- * Applicants in categories (2) through (8) above must contact the Admissions Division before applying.
Applicants in category (6) through (8) must note that their application period differs from the above schedule.

[Reference] (Ministry of Education Notification No. 118 of 1989) (Excerpt)

According to the provisions of the School Education Law Enforcement Regulations Article 156 No. 6, 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 is engaged in research 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 research 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.

Note: Preliminary Consultation for Taking the Examination or Studying

- (1) Applicants who have a mental or physical disability or illness and need special consideration for examination (including those wish to use braille or a dictation assistant to provide answers) should consult in advance with the Admissions Division and submit the following one month ahead of the examination date (September examination: Friday, June 16, 2023, March examination: Friday, November 10, 2023): an Examination Accommodation Request Form and medical certificate. Those who do not require such entrance exam consideration but experience anxiety, etc. in the learning environment can also apply.
- (2) In keeping with the school's mission of "being a place where all women motivated to learn can realize their dream," Ochanomizu University accept people who wish to study at a women's university based on their gender identity, beginning with the incoming April 2020 class. For those whose gender identity differs from the record on their family register or passport, we can provide, in advance, information and guidance regarding the use of an alias name, locker rooms, etc. to help the student after the school begins. Please contact the Admissions Division at least one month ahead of the application period (September examination: Friday, June 16, 2023, and March examination: Friday, November 10, 2023).
Additionally, we ask the applicant to complete our Notification Form and submit it with a duplicate copy of the Alien Registration Card or the passport. Although the eligibility to apply will be verified, this process will not put the applicant at any disadvantage for the admission decision. However, students currently enrolled as a regular student at the University will submit the Notification Form and a copy of their student ID card.

4. Application Period

September examination: **Monday, July 24 to Wednesday, July 26, 2023** [must arrive]

* However, the university accepts the late delivery if the application packages are postmarked in Japan, Tuesday, July 25 or earlier.

March examination : **Monday, December 25 to Wednesday, December 27, 2023** [must arrive]

* However, the university accepts the late delivery if the application packages are postmarked in Japan, Tuesday, December 26 or earlier.

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

Application period for pre-application qualification screening

September examination: Thursday, June 29 to Friday, June 30, 2023 [the documents must arrive within this period, but the university accepts the documents postmarked Thursday, June 29 or earlier.]

March examination : Wednesday, November 22 to Friday, November 24, 2023 [the documents must arrive within this period, but the university accepts the documents postmarked Thursday, November 23 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 Wednesday, July 12, 2023.

March examination : The results will be informed to applicants by mail by Wednesday, December 6, 2023.

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 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 a guide for oral test and schedule, to the applicants at least 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 2023 can apply at the September 2023 examination. The applicants must tick off the check box of October 2023 enrollment on the application form, photo ticket, and examination admission ticket when they submit the application documents. Once the applicants are registered for the examination, the time of enrollment cannot be changed to April.

Please note, in the meantime, that the students enrolled in October will belong to the FY2023 program and be taught under the FY2023 curriculum. Also, the applicants must contact the advising teacher in advance.

● Life Sciences : Biological Sciences, and Food and Nutritional Sciences

● Advanced Sciences: All department

9. Announcement of Successful Applicants

September examination: **12:00 on Friday, September 8, 2023**

March examination : **17:00 on Monday, March 11, 2024**

(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 on the 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 <https://www.ao.ocha.ac.jp/>

Note: The university will not respond to a telephone inquiry about the result of individual applicant.

10. Examination Fee, Enrollment Fee, and Tuition

Examination fee 30,000 yen

(1) April 2024 enrollment

Enrollment fee 282,000 yen (tentative)

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

(2) October 2023 enrollment

Enrollment fee 282,000 yen (tentative)

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

Students pay for a 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 possible, applicants who reside in foreign countries should remit the examination fee from within Japan with help from an individual living in Japan. If it is necessary to directly transfer from overseas, arrange the remittance in Japanese yen by instructing the bank that the applicant will pay bank charges on both sides (remitter bank and remittee bank) and the amount will be remitted in Japanese yen. Also ensure the full amount of the examination fee is received by the university within the application period.

[Bank reference for overseas remittance]

Bank name: MUFG Bank, Ltd.

Branch: Head Office

Address: 2-7-1, Marunouchi, Chiyoda-ku, Tokyo, Japan

Beneficiary: Ochanomizu University

Account No.: 7876401

SWIFT Code: BOTKJPJT

Note 3: In principle, the fee is not required for international students on Japanese government scholarships.

Note 4: If the tuition is revised at the time of enrollment or during school years, the new tuition will be applied from the time of revision.

Note 5: If the students in 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 6: At the time of enrollment, students need to pay some additional expenses such as disaster and accident insurance for student education and research.

Note 7: Once the enrollment procedure is completed, the enrollment fee will not be refunded, even if the enrollment is canceled.

Note 8: Except in the following cases, the examination fee already paid will not be refunded.

- 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.

Please contact the Admissions Division of Ochanomizu University by Friday, March 8, 2024. (An applicant who did not show up to the examination will not be refunded.)

11. Remarks

- (1) Applicants are not allowed to apply for two different divisions during 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 who have committed a wrongdoing may have their admissions canceled 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: <https://www.ao.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.

12. Guide to Enrollment Procedures

September examination: The enrollment procedure documents will be mailed around Mid-February 2024. The enrollment procedure documents for the applicants for October entry 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 change the address must inform the Admissions Division.

13. Student Support

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

A childcare support scholarship is available to students who use the nursery located within the university to subsidize a part of their childcare fees.

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

In addition, we have established a fellowship for doctoral students as part of the “Ochanomizu University Academic Production Graduate Student Fellowship” project, with initiatives to support the development of career paths for those students. Those who apply and are accepted (*naitei* unofficial decision) before admission can receive research expenses as well as support funds that allow the researcher to focus on her research.

● Enrollment fee and tuition reduction/exemption or collection postponement: <https://www.ocha.ac.jp/campuslife/info/exemption.html> (in Japanese)

● Scholarship and student loan: <https://www.ocha.ac.jp/campuslife/scholarship/about.html> (in Japanese)

● Student dormitories: <https://www.ocha.ac.jp/campuslife/lodgings/index.html> (in Japanese)

Please contact the following Student and Career Support Division, or the International Affairs Division for more details.

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

● International student scholarship, Phone: 03-5978-5143, E-mail ryunai@cc.ocha.ac.jp

14. About the Global Students Course

Beginning in April 2020, we offer the Global Students Course, which will enable entrant selection, lectures, thesis instruction

and degree acquisition to be done in English. Please refer to “IV. 担当教員及び主な授業科目” (the list of course instructors and main course subjects) on page 25 and the website (<https://researchers2.ao.ocha.ac.jp/search?m=home&l=en>). Applicants who wish to apply to the Global Students Course should also contact the Admissions Division in advance (please see 16. below for contact information). Also check the corresponding box on the application form.

15. Use of Personal Information and Test Results

- (1) Personal information will be handled properly in accordance with the Protection of Personal Information Act and the Ochanomizu University Privacy Policy.
- (2) 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.
- (3) 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. When making survey/analysis results public, data will be processed so that individuals cannot be identified.
- (4) With the exception of the situations specified in the Ochanomizu University Privacy Policy, the university will not use the personal information obtained in the application/admissions process for any other purpose, nor will it provide that information to a third party without the consent of the individual concerned.

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, holidays, New Year period)

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

II Screening Method Details

[Same for all divisions]

1. Application Documents (Items 1–10 for all applicants)

1	Application form, Examination Admission Ticket, and Photo Ticket	Application form designated by Ochanomizu University Affix two photos (identical photos in 4.5 x 3.5 cm size taken within three months) on the designated space. 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 school attended. (Copies are not acceptable. Applicants who graduated from a foreign university and only have a diploma must submit a certification by the embassy attached to the diploma. For certificates of completion issued in a maiden name, etc, please write an explanation using the available space: e.g., "Name changed to [new last name] upon marriage.")
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	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) approximately 1,000 characters, less than two A4 size sheets. Applicants for the Life Sciences and Advanced Sciences divisions must prepare a plan written in Japanese approximately 1,000 characters or in English about 400 words, in less than two A4 size sheets.
6	Academic Transcript	First semester of doctor's program (master's program) (copies are not acceptable.)
7	Confirmation of Payment of Examination Fee (Examination Fee)	30,000 yen Applicants must pay the fee by bank transfer or a payment at a convenience store . [Bank transfer] (1) 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.) (2) The name of the applicant must be the name of remitter. (3) After the payment, remove the receipt part of the transfer slip (marked as “B. 納入済票” in Japanese) and affix it to the designated space on the Confirmation of Payment of Examination Fee. [Payment at a convenience store] Refer to page 35 of the Ochanomizu University Guide to Payment of Examination Fee at a Convenience Store, for steps on how to pay the examination fee. (The service fee is the responsibility of the applicant.) Following payment, take the receipt part of the payment slip (marked as “収納証明書” in Japanese) and affix it to the designated space on the Confirmation of Payment of Examination Fee. <u>* In principle, the fee is not required for international students on Japanese government scholarships, provided that an applicant has applied to extend the period of scholarship payments by applying to study at Ochanomizu University.</u> In such cases, the applicant should also provide the Mombukagakusho Scholarship Student Certificate.
8	Return Envelope	The applicant's name and address must be written on the provided envelope and affixed with 414 yen in stamps. (94 yen postage + 320 yen for recorded delivery [*If postal rates have changed, affix the new required amount.]) * 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.
9	Mailing Label	This is necessary for the university will mail the letter of acceptance. Use an address by which the university can contact the applicant.

10	Copy of Resident Register (Only for international students)	An official document issued by the municipality showing the status of residence. If the applicants have not registered the residency at the time of application, they should submit a copy of the passport (including the pages showing the name, birth date, gender, status of residence, and Japanese visa).
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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 their 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, and make a total of six sets. Refer to the following illustration.

Note 4: Applicants who wish to apply for the Global Students Course must submit their TOEFL score card or IELTS Test Report Form (TRF). The test date must have been within two years of the date of the Ochanomizu University entrance exam.

2. Examination subjects

Division	Linguistic examination	Oral examination
	International student admissions	
Comparative Studies of Societies and Cultures	One language selected from English, German, French, Chinese or Japanese (a dictionary is not allowed, nor can the exam be taken in the mother tongue). * Students who completed the master's program of Ochanomizu University in September 2022 or March 2023 are exempted from this subject.	Main thesis and research plan
Human Developmental Sciences	English (A paper dictionary can be brought in, except an electronic dictionary.) * The oral examination includes the test about Japanese in the specialized field.	Main thesis and research plan * The examination for international students includes the test about Japanese in the specialized field.
Interdisciplinary Gender Studies	English (Applicants can only use dictionaries provided by the university.) * The oral examination includes the test about Japanese in the specialized field.	
Life Sciences	English * The oral examination includes a test on English in the specialized field. Students who completed an Ochanomizu University master's program between March 2020 and April 2023 are exempted from this subject.	Main thesis and research plan * The examination includes questions about English in 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

	Mon., Sep. 4, 2023
Linguistic examination	None
Oral examination	10:00 to 19:10

March examination

	Mon., Mar. 4, 2024	Tue., Mar. 5, 2024
Linguistic examination	10:00 to 11:20	None
Oral examination	13:00 to 18:40	10:00 to 19:10

Note 1: The oral examination for individual applicant takes about 40 minutes during the above time periods. 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 the English proficiency test during oral examination, Life Science applicants will not take a linguistic examination.

4. Oral Examination Guidelines

- (1) Applicants who were assigned the linguistic examination must take it before the oral examination.
- (2) The schedule for the oral examination will be specified by the university and will be sent along with the examination admission ticket after the acceptance of application.
- (3) During the examination, applicants will be asked 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 for the required applicants for the Life Sciences division.
- (4) The following equipment is available for use during the oral examination (applicants using a laptop must bring their own). If you wish use of any of these items, please circle the needed items on the oral examination rental equipment list on the photo ticket. The university will not accept any changes after 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. Those with Mac computers must bring their own adapter, as the projector does not have a Mac port.
 - 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
Applicants may provide supplements if they have made additional achievements after their master's theses. (Two copies each)
Applicants may submit a research paper on a topic different from the master's thesis for.
Applicants who do not have a master's thesis can submit an alternative paper. (Other subject paper) In case of another subject paper, two copies of a separate "thesis evaluation note" must be attached. * If the contents of master's thesis (or an alternative) are significantly different from the desired research area, the applicant is recommended to provide two copies of a research paper in association with the desired research area. * If the thesis is written in a language other than Japanese, two copies of abstract in Japanese of at least 5,000 characters must be attached.
A summary of master's thesis (main thesis) [summary of other subject paper], six copies
It must be summarized within 2,000 characters in Japanese, horizontally written, in three A4 size sheets (including figures and tables).

Note 1: Applicants for the March examination, who are preparing for the master's thesis for the submission deadline later than the application period (after Wednesday, December 27, 2023), 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 19, 2024. The university will accept the documents postmarked Thursday, January 18, 2024. If the submission deadline of master's thesis is later than Friday, January 19, 2024, the applicant must submit the thesis as of Thursday, January 18, 2024, arriving at the university by Friday, January 19, 2024. The university will accept the documents postmarked Thursday, January 18, 2024.

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

Human Developmental Sciences

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

Note 1: The Master's thesis is limited to one that the affiliated institution officially recognized as being at a Master's level.

Note 2: Applicants for the March examination, who are preparing for the master's thesis for the submission deadline later than the application period (after Wednesday, December 27, 2023), 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 19, 2024. The university will accept the documents postmarked Thursday, January 18, 2024. If the submission deadline of master's thesis is later than Friday, January 19, 2024, the applicant must submit the thesis as of Thursday, January 18, 2024, arriving at the university by Friday, January 19, 2024. The university will accept the documents postmarked Thursday, January 18, 2024.

Note 3: 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
Applicants may provide supplements if they have made additional achievements after their master's theses. (Two copies each)
Applicants may submit a research paper on a topic different from the master's thesis for.
Applicants who do not have a master's thesis can submit an alternative paper. (Other subject paper) In case of another subject paper, two copies of a separate "thesis evaluation note" must be attached.
A summary of master's thesis (main thesis) [summary of other subject paper], six copies
Thesis summaries are to be submitted in English or Japanese—up to 2,000 characters for Japanese and up to 800 words in English, using no less than three pages (including figures, etc.) of A4 size sheets.

Note 1: Applicants for the March examination, who are preparing for the master's thesis for the submission deadline later than the application period (after Wednesday, December 27, 2023), 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 19, 2024. The university will accept the documents postmarked Thursday, January 18, 2024. If the submission deadline of master's thesis is later than Friday, January 19, 2024, the applicant must submit the thesis as of Thursday, January 18, 2024, arriving at the university by Friday, January 19, 2024. The university will accept the documents postmarked Thursday, January 18, 2024.

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 Interdisciplinary Gender Studies division.

Life 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 that require pre-application screening Master's thesis, two copies Applicants may provide supplements together with master's thesis if they have additional achievements to their master's thesis. (Two copies each) 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) 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) Applicants who take the Minor Course of Science and Technology for Global Leaders must submit six copies for the following—each one should be approximately 5,000 characters in Japanese or 2,000 words in English: • Minor Course of Science and Technology for Global Leaders research results • PBTS-I	[4] Applicants who study in 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. An alternative to master's thesis, six copies Applicants must summarize their planned master's thesis into 5,000 characters in Japanese or 2,000 words in English in A4 size sheet. The above numbers of character/word do not include those used for figures and tables. Applicants may add supplements if they have a published research achievement. (Two copies each) * Applicants must provide [1] the alternative to the master's thesis and [2] the research plan as a set by stapling them together ([1], [2] order) in the top left-hand corner. Submit a total of six sets.
A summary of master's thesis (main thesis) [summary of other subject paper], six copies Thesis summaries are to be submitted in Japanese or English - up to 2,000 characters in Japanese and up to 800 words in English, using no less than three pages (including figures, etc.) of A4 size sheets. Applicants who take the Minor Course of Science and Technology for Global Leaders do not need to submit a summary.	

Note 1: Applicants for the March examination, who are preparing for the master's thesis for the submission deadline later than the application period (after Wednesday, December 27, 2023), 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 19, 2024. The university will accept the documents postmarked Thursday, January 18, 2024. If the submission deadline of master's thesis is later than Friday, January 19, 2024, the applicant must submit the thesis as of Thursday, January 18, 2024, arriving at the university by Friday, January 19, 2024. The university will accept the documents postmarked Thursday, January 18, 2024.

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 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 that require 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 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 another subject paper, a separate "thesis evaluation note" must be attached. (Two copies) If the evaluation thesis is written in a language other than Japanese or English, please submit a Japanese or English translation. (Two copies) Applicants who take the Minor Course of Science and Technology for Global Leaders must submit six copies for the following—each one should be approximately 5,000 characters in Japanese or 2,000 words in English: • Minor Course of Science and Technology for Global Leaders research results • PBTS-I	An alternative to master's thesis, six copies Applicants must summarize their planned master's thesis into 5,000 characters in Japanese or 2,000 words in English in A4 size sheet. The above numbers of character/word do not include those used for figures and tables. Applicants may add supplements if they have a published research achievement. (Two copies each) * Applicants must provide [1] the alternative to the master's thesis and [2] the research plan as a set by stapling them together ([1], [2] order) in the top left-hand corner. Submit a total of six sets.
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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.