

October 2023 Admission

April 2024 Admission

Ochanomizu University Graduate School  
Nara Women's University Graduate School

Cooperative Major in Human Centered Engineering  
(Master's Program/Doctoral Program)

## Application Guide

Exam Venue Application Period	Tokyo Venue (Ochanomizu University)	
	Exam Date	Announcement of Results
Tuesday, July 18, 2023 to Thursday, July 20, 2023	Wednesday, August 23, 2023	Wednesday, August 30, 2023
Monday, December 18, 2023 to Wednesday, December 20, 2023	Monday, February 5, 2024	Monday, February 13, 2024

### Ochanomizu University

2-1-1 Otsuka, Bunkyo Ward, Tokyo 112-8610  
Tel: 03-5978-5697 (Admissions Office)  
Email: [nyushi@cc.ocha.ac.jp](mailto:nyushi@cc.ocha.ac.jp)  
Website: <https://www.ao.ocha.ac.jp/>

### Nara Women's University

Kitauoya Nishimachi, Nara City 630-8506  
Tel: 0742-20-3023 (Entrance Examination Division)  
Email: [nyusika@jimu.nara-wu.ac.jp](mailto:nyusika@jimu.nara-wu.ac.jp)  
Website: <http://www.nara-wu.ac.jp/>

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# Cooperative Major in Human Centered Engineering Admission Policy, Completion Requirements, Etc.

## <Admission Policy>

[Doctoral Program]

The goal of this major is to develop individuals with the ability to flexibly perceive issues in human life who can conduct research that combines the perspectives of ordinary people rooted in everyday life with engineering methods to create the safe, prosperous lifestyles and social environments of the future. In particular, this doctoral program seeks to develop individuals capable of conducting independent research and becoming leaders in society.

To achieve that goal, students in this major investigate solutions and strategies by grasping life-related issues from the perspective of consumers and by learning engineering fields from the basics to practical applications. Through these processes, both students and teachers in this department develop educational research designed to advance academic development and the new field of human centered engineering.

In consideration of the above, the Cooperative Major in Human Centered Engineering doctoral program broadly seeks individuals who meet the following conditions:

1 Students must have a strong interest in real-world issues related to people and living environments, and both the desire and the ability to tackle these issues using a human-centric engineering perspective.

We naturally look for individuals with the fundamental abilities the research field demands, as well as a strong motivation to become researchers or high-level engineers. We also prefer individuals who wish to develop higher-level, specialized abilities while maintaining their footing as members of society.

2 Students must have academic ability equivalent to that of a master's degree holder, as well as academic ability in the various subjects of science and engineering, both of which are required to achieve the above.

3 Applicants must have high aspirations to contribute to society through the academic development of research results.

## <Completion Requirements>

To complete the doctoral program, a student must be enrolled in the program for at least three years, earn at least twenty academic credits and, after receiving the necessary research supervision, pass the doctoral dissertation review and final examination conducted by both universities in accordance with the goals of the program.

We have also established a system that allows students to complete the doctoral program early.

## <Degree Offered>

Program	Degree	Field of Specialization Attached to the Degree
Doctoral Program	Ph.D.	Human Centered Engineering, Engineering, Science

## About the Cooperative Graduate School

### ○ Characteristics of the Cooperative Graduate School

- You will receive a joint degree from Ochanomizu University and Nara Women's University.
- You will receive research supervision from faculty members at both universities. A faculty member affiliated with the university you are enrolled at will be assigned as your main supervisor, while one faculty member affiliated with the other university will be assigned as your sub-supervisor. In addition, you will have at least one other sub-supervisor. All of these faculty members will collaborate closely to provide you with the necessary research supervision.
- You may also receive research supervision during summer vacation, etc. at the university you are not enrolled in.

### ○ Important Matters: Be sure to review the following items:

[Enrollment]

The university you will be enrolled in after admission will be Ochanomizu University

[Submission of Application Documents]

Please send your application documents to Ochanomizu University.

[Exam Venue]

Your entrance examination will take place at the Tokyo venue (Ochanomizu University).

# I Doctoral Program (October 2023 Admission/April 2024 Admission)

## 1. Admission Capacity

Major	Selection Category	Number to be admitted
		Ochanomizu University
Cooperative Major in Human Centered Engineering	General Selection	2
	Special Selection for Returning Students	
	Special Selection for International Students	

\*There are two admission slots available for each university for the general selection, special selection for returning students, and special selection for international students categories combined. The number of admission slots for fall (October) admission will be limited to a few of the total slots available.

## 2. Application Qualifications

**\*Read “March 2024” as “September 2023” for fall (October) admission (all selection categories).**

**[Special Selection for International Students]**

**The applicant must be a woman who a) does not hold Japanese citizenship, b) either possesses, or is able to obtain a status of residence of college student according to the Immigration Control and Refugee Recognition Act, and c) falls under any one of the following categories:**

- (1) A person who has a master's or professional degree (including a person who will obtain such a degree by March 2024).
- (2) A person who has received (or will receive by March 2024) a degree equivalent to a master's or a professional degree in a foreign country.
- (3) A person who has received (or will receive by March 2024) a master's degree while in Japan through a distance education program at an overseas school.
- (4) A person who has received (or will receive by March 2024) a degree equivalent to a master's degree or a professional degree by completing, while in Japan, the graduate school program of a foreign country at an educational facility positioned within the school education system of the country in question that has been separately designated by the Ministry of Education, Culture, Sports, Science and Technology by March 2024.
- (5) A person who has completed coursework at United Nations University and received (or will receive by March 2024) a degree equivalent to a master's degree.
- (6) A person who, as a result of an individual review of her application qualifications conducted by the major, has been recognized as having academic ability equivalent to or superior to the holder of a master's degree or professional degree and has reached the age of twenty-four or will reach that age by the end of March 2024.
- (7) A person who, after graduating from a university, or completing 16 years of school education in a foreign country or 16 years of school education in the education system of a foreign country by taking classes as part of correspondence education program conducted by a school or schools in the country in question while in Japan, has engaged in research at a university, research institute or other institution for at least two years and has been recognized by the major as having academic ability equivalent or superior to a holder of a master's degree.

This includes individuals who meet conditions a and b below:

- a. A person who, at the time of their admission to the cooperative major and after graduation from a university has at least two years of research experience at an educational institute, research institute, municipality, company, etc.
- b. A person who has research achievements considered to equal or be superior in value to that of a master's thesis in the form of academic books, academic papers, technical report, utility models, patents, etc.

\* Individuals who wish to apply via application qualifications (6) and (7) must first undergo a review of their qualifications to apply to the cooperative major before applying. You must submit the documents and other items listed below to the **Admissions Division of Ochanomizu University** by the deadline. If the documents are in a foreign language other than English, please attach a Japanese or English translation. You will be notified of the results of the review before the beginning of the application period.

### • Documents Required for Application Qualification Review

- (1) Application qualification review request form (please use the approved form)
- (2) Certificate of completion and academic transcripts for highest level of education attained (Be sure to send the original document issued by the school in question)
- (3) Research plan (please use the approved form)
- (4) Return envelope (a JIS chou 3 envelope [235 mm × 120 mm] clearly marked with the return address for the results of the review and affixed with 694 yen in postage [84 yen for standard postage + 350 yen for simplified registered mail fee + 260 yen for express postage, or the new postage rates in the event that the postage rates are revised])

### • Application Qualification Review Request Submission Period

Exam Month	Submission Period
August	Thursday, June 29, 2023 to Friday, June 30, 2023; must arrive by 5:00 p.m. (Requests will only be accepted by mail.) However, requests postmarked by a domestic mail carrier on Thursday, June 29, 2023 that arrive after the above period will be accepted.
February	Wednesday, November 22, 2023 to Friday, November 24, 2023; must arrive by 5:00 p.m. (Requests will only be accepted by mail.) However, requests postmarked by a domestic mail carrier on Wednesday, November 22, 2023 that arrive after the above period will be accepted.

### 3. Application Period, Exam Date, Date of Announcement of Results, Etc.

Individuals who wish to be admitted in the fall (October) must take the exam conducted in August.

Applications must arrive at the **Ochanomizu University Admissions Division** during the application period.

Note: Applications will only be accepted by registered express mail. However, requests postmarked by a domestic mail carrier on the day before the final day of the application period (Wednesday, July 19 for the August exam and Tuesday, December 19 for the February exam) that arrive after the application period will be accepted.

Exam Month		Exam Venue
		Tokyo Venue (Ochanomizu University)
August	Application Period	Tuesday, July 18 to Thursday, July 20 [must arrive by 5:00 p.m.]
	Exam Date	Wednesday, August 23
	Announcement of Results	Wednesday, August 30
February	Application Period	Monday, December 19 to Wednesday, December 21 [must arrive by 5:00 p.m.]
	Exam Date	Monday, February 5
	Announcement of Results	Tuesday, February 13

### 4. Application Process

**You must place your application form and other required documents in a JIS kaku 2 envelope marked “Cooperative Major in Human Centered Engineering Application Documents” in red ink and send them by registered mail. Please note that we only accept applications by mail; applications brought to the university will NOT be accepted.**

(1) The application form is described in “7. Application Documents, Exam Subjects, Etc.”

(2) Where to Send Application Forms, Etc.

[Ochanomizu University applicants] Ochanomizu University Admissions Division  
2-1-1 Otsuka, Bunkyo Ward, Tokyo 112-8610

(3) Ochanomizu University will send out your exam admission ticket about two weeks after the application period together with your exam guide.

[Notes Regarding Application]

- Before applying, please check with your desired supervisor regarding the research you plan to conduct after admission.
- Application forms, etc. with errors, omissions, missing documents, etc. will not be accepted, so please check your application form and other documents before applying.
- Once application forms, etc. have been accepted they cannot be added to, changed or returned.
- Admission may be revoked even after admission if an applicant has made false statements on the application form etc or has submitted false documents.
- Examination fees will not be returned for any reason except in the following cases:
  - (1) The applicant paid the examination fee but did not apply, or his/her application was not accepted.
  - (2) The applicant mistakenly paid the examination fee twice.

Examination fees are only refunded based on requests from applicants. In the event that (1) or (2) apply, contact the Ochanomizu University Admissions Division. (The fee will not be refunded if you do not take the exam after you apply.)

- To receive an examination fee refund for one of the reasons listed above, you will need to follow the procedures prescribed by Ochanomizu University. Please also note that the refund process requires a significant amount of time.
- Individuals who are employed at companies, etc. should request permission to apply if required to do so by the internal regulations, etc. of their employer.
- Personal information such as names, grades, education history and so on acquired by the university may be used after admission within the boundaries necessary to provide students with learning guidance and support with student life.
- Individuals who wish to receive special considerations during the admission exam or while attending the university due to illness, injury, disability or similar circumstances must consult with the university beforehand. As such, please send your request to the Admissions Division of the university before the qualification review request period. Should an accident or some other unforeseen circumstance occur after you apply that results in you requiring similar special considerations, please notify the Admissions Division of the university about your situation immediately.
- Beginning with the incoming April 2020 class—and in keeping with the school's mission of being a place where all women motivated to learn can realize their dream—Ochanomizu University accepts people who wish to study at a women's university based on their gender identity. If your gender identity differs from the record on your family register or passport, we can provide advance information and guidance regarding the use of an alias, locker rooms and other aspects to support you after the school begins. Please contact the Admissions Division at least one month ahead of the application periods. Additionally, we ask these applicants to submit our Notification Form as well as a copy of their Alien Registration Card or passport. Although your eligibility to apply will be verified, this process will not put you at any disadvantage in terms of the admission decision.

## 5. Screening Process, Etc.

Admissions selections will be conducted in a comprehensive manner based on application forms and an oral exam. Examinees are allowed the use of an LCD projector during the oral exam. If you wish to use an LCD projector, please circle the appropriate item in the relevant field on your application form.

Exam venue (for details, please check the exam guide sent with your exam admission ticket)

[Tokyo venue] Ochanomizu University

Location: 2-1-1 Otsuka, Bunkyo Ward, Tokyo 112-8610

## 6. Announcement of Successful Applicants

The examination results will be provided at noon or 5:00 p.m. on the date set for the announcement.

We will post the examinee numbers of successful applicants on the bulletin board on campus, and send acceptance letters to successful applicants. We also plan to post the examinee numbers of successful applicants on the exam venue website.

Ochanomizu University (Tokyo venue) <https://www.ao.ocha.ac.jp/>

Note: We will not respond to any inquiries by phone, etc. about exam results.

## 7. Application Documents, Exam Subjects, Etc.

· Application Documents

\*Read April 2024 as October 2023 and March 2024 as September 2023 for fall (October) admission.

Application Documents		Notes	Applicants Who Have Completed (or Are Expected to Complete) an <b>Ochanomizu University</b> Master's Program Between April 2023 and March 2024		All Other Applicants
			Expected Completion	Program Completed	
1	Application Form	Use the approved form.	○	○	○
2	Confirmation of Payment of Examination Fee, Exam Admission Ticket, Picture Card	<p>[Ochanomizu University] Use the approved form.</p> <p>· You may pay the <b>examination fee (¥30,000)</b> by <b>bank transfer</b> or at a <b>convenience store</b>.</p> <p>[Paying by Bank Transfer] Pay the fee using the prescribed transfer form of a financial institute <b>other than Japan Post Bank</b> (you are also responsible for paying the transfer fee). Make sure <b>your name/the name of the applicant</b> is listed as the name of the originator on the transfer form. Tear off the <b>payment slip (for submission to the university)</b> (納入済票[大学提出用]) from the transfer request form, paste it onto the prescribed field on the <b>confirmation of payment of examination fee form</b> (use the approved form) and submit it.</p> <p>[Paying at a Convenience Store] You can pay your examination fee at the following convenience stores: Seven-Eleven, Lawson, FamilyMart. Pay the fee after referring to p.11 "Ochanomizu University How to Pay Examination Fees at Convenience Stores" for information on the specific procedures and points of caution regarding convenience store payments (you are responsible for paying the transfer fee). Receive the <b>"proof of payment"</b> portion of the payment request form from the convenience store, paste it onto the prescribed field on the <b>confirmation of payment of examination fee form</b> (use the approved form) and submit it.</p> <p>· Paste photographs (height 4 cm x width 3 cm) taken within three months of when you apply onto the designated fields of the exam admission ticket and the picture card.</p>	○	○	○
3	(Examination Fee)	<p>If you have completed or expect to complete an Ochanomizu University master's program between April 2023 and March 2024, you are not required to pay an examination fee.</p> <p>If you have completed (or expect to complete) the Ochanomizu University / Nara Women's University Cooperative Major in Human Centered Engineering master's program between April 2023 and March 2024, you do not have to pay an examination fee.</p>	×	×	○
4	Address Card (Provide a contact address in Japan.)	Use the approved form. (Cut off and submit the relevant portion from the sheet.)	○	○	○
5	Certificate of (Expected) Completion of Master's Program, Etc.	<p>· Your current/previous university, etc. must issue this (Original only; copies will not be accepted)</p> <p>· If you submitted an application qualification review (see p.5), you do not need to submit this item.</p>	○	○	○
6	Academic Transcripts	<p>· Originals transcripts issued by your current/previous university, etc. (Original only; copies will not be accepted)</p> <p>· If you submitted an application qualification review (see p.5), you do not need to submit this item.</p>	○	○	○
7	Master's Thesis, Etc.	Submit three copies of your master's thesis. If you are unable to submit a master's thesis, submit three copies of a research paper or other research achievements instead.	○	○	○

8	Research Plan	Please use the approved form. Submit three copies of an approximately 1,200-character (Japanese) or 600-word (English) summary that clearly states the name of your desired research theme.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	Return Envelope (Provide a contact address in Japan.)	Clearly state the address you wish your exam admission ticket to be sent to on the prescribed envelope and affix 434 yen in postage (84 yen for standard postage + 350 yen for simplified registered mail fee; if postage rates are revised, please use the new postage rates).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

[Additional Documents International Students Must Submit]

10	Certificate of Residence, Etc.	Foreign applicants living in Japan must submit a certificate of residence issued by the municipality in which they reside (originals only; copies will not be accepted). Information listed on the certificate such as nationality/region of origin, the type and expiration date of the individual's visa, etc. must not be omitted or abbreviated. All other foreign applicants should submit a copy of their passport (the portion that indicates nationality).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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**(Note) If the documents submitted with your application form are in a foreign language other than English, please attach a Japanese or English translation.**

• Exam Subjects, Etc.

Exam Subject	Exam Time	Points	Exam Content
Oral Exam	1:30 p.m. -	100	The oral exam will be about 30-40 minutes long and include a discussion of previous research, including your master's thesis, your plans for doctoral dissertation research after admission, a general discussion, etc.

## 8. Cooperative Major in Human Centered Engineering Doctoral Program Faculty Members

Affiliation	Faculty Member in Charge*1	Research Field
Nara Women's University	Prof. KUROSU Hiromichi	Polymer and Fiber Materials, Polymer Structures and Properties, Nanomaterial Chemistry, Analytical Chemistry
	Associate Prof. OHSEDO Yutaka	Polymeric Materials, Gels, Organic Functional Materials
	Associate Prof. YAMAMOTO Kentaro	Inorganic Solid Materials, Electrochemical Device Materials
	Prof. MIKATA Yuji	Functional Metal Complex, Bioorganic Chemistry, Green Chemistry
	Prof. SAIWAKI Naoki	Life-Related Human Informatics, Wearable Computing
	Prof. YOSHIDA Tetsuya	Machine Learning, Data Mining, Data Analysis
	Associate Prof. SATO Katsunari	Haptic Information Transmission, Virtual Reality, Five-Sense Interfaces
	Lecturer ANZAI Emi	Human informatics, Welfare Engineering, Medical Information, Wearable Device
	Prof. SHIBASAKI Manabu	Physiology, Kinematics, Bioengineering
	Lecturer OHTAKA Chiaki	Biomechanics, Human Medical Engineering
	Prof. FUJITA Meiji	History of Cities and Architecture, Conservation and Restoration, Architectural Art
	Prof. KUBO Hiroko	Ergonomics, Architectural Environmental Engineering, Sleep Environments, Gerontology
	Prof. FUJIHIRA Makiko	Construction Materials, Residential Maintenance and Management
Ochanomizu University	Prof. OHTA Yuji GSC	Biomedical Engineering, Welfare Engineering, Health Engineering
	Prof. KONDO Megumi GSC	Physical Anthropology, Quaternary Research, Somatometry, History of Living Environments
	Associate Prof. TRIPETTE Julien GSC	Behavioral I Assessment, Bionics, Health and Exercise Science
	Lecturer TSUCHIDA shuhei GSC	Information Engineering, Human Computer Interaction, Computer Engineering
	Prof. NAKANISHI Tadashi GSC	Chemistry of Functional Polymers
	Associate Prof. (Scheduled to start in October) GSC	



	Prof. MOTOOKA Nobuhisa	GSC	Architectural Design, Architectural Planning, Ergonomics, Environmental Psychology, Architectural Environmental Engineering, Urban and Architectural Design, Engineering Design
	Prof. NAGASAWA Natsuko	GSC	
	Associate Prof. KAWAI Hidenori	GSC	
	Associate Prof. FUJIYAMA Mamiko	GSC	
	Prof. OTAKI Masahiro	GSC	Water Environmental Engineering, Environmental Sanitary Engineering, Water Demand and Supply Prediction

\*1. Contact the university's representative faculty member for information about receiving supervision from the faculty members in charge (as main supervisors).

Ochanomizu University: Professor OTAKI Masahiro, otaki.masahiro@ocha.ac.jp

\*2. The Ochanomizu University graduate school establishes a Global Students Course that allows students admitted in April 2020 and beyond to take the admissions exam, attend lectures, receive thesis/dissertation supervision and earn a degree all in English. See the above list for information about faculty members in charge of the Global Students Course. (Look for the "GSC" to the right of their name.) If you wish to apply for this course, be sure to contact your desired faculty supervisor ahead of time.

Please note that you must submit a TOEFL score report and an IELTS test report form when applying. Test scores are valid for up to two years before the date you take our admission examination.

### III Other Procedures, Etc.

#### <Special Measures Regarding Educational Methods>

If the situation and the educational environment of the major that accepted the student permits, individuals recognized as having a special educational need because their situation before or after admission does not allow them to devote themselves to their studies can take classes and/or receive research supervision at night or during other particular times of day or periods (summer vacation, etc.).

Individuals who wish to take advantage of such special measures should contact the Ochanomizu University Admissions Division before they apply.

#### < Long-Term Study System >

Some students have less time for research and learning activities than the typical student for reasons such as employment, childcare, long-term care, disabilities or other circumstances, making it difficult for them to complete the program in the standard length of time. We have implemented a long-term study system that allows these students to study in a systematic manner over a period longer than the standard length of their course.

Students approved for the long-term study system must pay the full tuition for the standard length of their program over the length of the approved long-term study period.

Please note that the details of the system depend on which university you will be enrolled at after admission.

[Ochanomizu University]

Individuals who wish to take advantage of the long-term study system must submit their application documents during the admission procedure period. For more details or to ask questions, please contact the Ochanomizu University Academic Affairs Division (Tel: 03-5978-5821・5822, E-mail: daigakuin@cc.ocha.ac.jp).

#### <Admission Procedures>

- Sending Admission Procedure-Related Documents (for Ochanomizu University)

You will receive information about admission procedures from the university along with your letter of acceptance.

You will receive documents related to admission procedures from Ochanomizu University around early September (subject to change) for October admission or around mid-February (subject to change) for April admission.

You will also conduct admission procedures at Ochanomizu University.

- Required Payments

- (1) Admission fee: ¥282,000 (amount subject to change)

If you have completed (or expect to complete) an Ochanomizu University master's program between April 2023 and March 2024, you do not have to pay an admission fee.

If you have completed (or expect to complete) the Ochanomizu University/Nara Women's University Cooperative Major in Human Centered Engineering master's program between April 2023 and March 2024, you do not have to pay an admission fee.

Note: Read April 2023 as October 2022 and March 2024 as September 2023 for fall (October) admission.

- (2) First semester tuition: ¥267,900 (¥535,800 per year; amount subject to change)

Notes: 1. Any revision to tuition before admission or during enrollment shall take effect immediately.

2. There will be some other relatively minor costs upon admission besides the admission fee and tuition listed above, such as the premium for Disaster and Accident Insurance for Students (GAKKENSAN).

3. Your admission fee will not be returned if you decline admission for any reason after completing the admission procedures. No exceptions.

#### <Inquiries>

Ochanomizu University Admissions Division

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

Tel: 03-5978-5697

(Inquiries are accepted from 9:00 a.m. to 5:00 p.m. except on weekends and holidays.)

Email: nyushi@cc.ocha.ac.jp