

**October 2017 Guidelines for Applicants**  
**Special Selection Prior to Arrival in Japan**  
**Doctoral Program, Yokohama National University Graduate School of Environment**  
**and Information Sciences**

**1. Introduction**

Yokohama National University's Graduate School of Environment and Information Sciences offers applicants living outside Japan the opportunity to take the entrance examination for its doctoral program without coming to Japan. We are currently seeking students for matriculation in October of 2017.

If you wish to apply for enrollment, please read these guidelines carefully, make sure that you accurately understand the necessary information, and then correctly carry out the application procedures.

This graduate school is composed of several research fields, and the number of applicants that can be accepted in each field is different. Therefore, applicants should find the field in which they want to major, consult with the academic advisor in charge of that field, and then proceed with the application. Moreover, classes in this graduate school are as a rule conducted in Japanese, but some of our faculty members are able to provide academic supervision in English, so please check with the academic advisor in charge of your preferred field about the level of Japanese proficiency required.

Please contact the Office of Academic Affairs of the Graduate School of Environment and Information Sciences if you have any questions about this entrance examination. Please send questions by e-mail, in either Japanese or English.

**Contact Information**

Office of Academic Affairs  
Graduate School of Environment and Information Sciences  
Yokohama National University  
79-7 Tokiwadai, Hodogaya-ku, Yokohama 240-8501  
E-mail: [kankyojoho@ynu.ac.jp](mailto:kankyojoho@ynu.ac.jp)

You may also contact the faculty member in charge of academic affairs in the department/course to which you intend to apply. You may send your inquiries by e-mail in either Japanese or English.

Department	Course	Faculty Member	E-mail address
Environment & Natural Sciences	Earth & Ecology Course	Akiko Sakai	sakai-akiko-xw@ynu.ac.jp
	Life Sciences Course	Shinya Matsumoto	matsumoto-shinya-py@ynu.ac.jp
Environment & System Sciences	Materials System Course	Motoyuki Iijima	ijima-motoyuki-jc@ynu.ac.jp
	System Design Course	Takehiro Higuchi	higuchi-takehiro-cy@ynu.ac.jp
Information Media & Environment Sciences	Information Media Course/ Environmental Mathematical Analysis Course	Katsunori Yoshioka	yoshioka-katsunari-cx@ynu.ac.jp
		Takashi Nishimura	nishimura-takashi-yx@ynu.ac.jp
Innovation Management & Environmental Sciences		Akira Endo	endo-akira-hx@ynu.ac.jp
Risk Management & Environmental Sciences	Life & Environment Management Course	Fumito Koike	koike-fumito-nx@ynu.ac.jp
	Safety Management Course	Naoya Kasai	kasai-naoya-pf@ynu.ac.jp

## National Security-Related Export Controls

Yokohama National University has instituted its own rules for national security-related export controls based on the Foreign Exchange and Foreign Trade Act and rigorously screens the admission of international students to control the transfer of goods obtained in Japan to other countries, provision of technology, and exchange of personnel.

Any international students subject to export control regulations may have restrictions placed on their chosen research activities, or may be ineligible to receive education at the University. Prospective students should therefore consult their proposed academic advisor before submitting their application, or take other precautionary measures when applying to study at the University.

For further details of export controls, please refer to the following URL:

[http://www.ripo.ynu.ac.jp/index/adscreening\\_en.html](http://www.ripo.ynu.ac.jp/index/adscreening_en.html)

## **2. Overview of Doctoral Program**

### (1) Founding Aims of the Doctoral Program

The realization of a sustainable recycling society is one of the most pressing issues of the 21st century, and one which requires human resources with expertise & problem-solving skills in a range of fields from multifaceted environmental issues, rapidly-evolving information science and dynamic social innovation. With this in mind, the Graduate School of Environment & Information Sciences (GSEIS) was established with the aim of fostering researchers and business people with practical problem-solving skills based on a high level of expertise & sound judgment. We seek to achieve this aim by: promoting awareness of natural, artificial & informational environment problems, such as natural destruction, energy, resource, food & life issues and innovations in information technology as well as methods to resolve them; promoting underlying educational research on substances & materials; and equipping students with a broad range of theories & methodologies to suitably manage environmental, informational & technological innovations.

This graduate school is composed of five academic departments: Environment and Natural Sciences, Environment and System Sciences, Information Media and Environment Sciences, Innovation Management and Environmental Sciences, and Risk Management and Environmental Sciences.

For an overview of each department, please access its website via the link given below.

<b>Environment &amp; Natural Sciences</b> <a href="http://www.eis.ynu.ac.jp/english/category01/academic/natural2.html">http://www.eis.ynu.ac.jp/english/category01/academic/natural2.html</a>
<b>Environment &amp; System Sciences</b> <a href="http://www.eis.ynu.ac.jp/english/category01/academic/system.html">http://www.eis.ynu.ac.jp/english/category01/academic/system.html</a>
<b>Information Media &amp; Environment Sciences</b> <a href="http://www.eis.ynu.ac.jp/english/category01/academic/media.html">http://www.eis.ynu.ac.jp/english/category01/academic/media.html</a>
<b>Innovation Management &amp; Environmental Sciences</b> <a href="http://www.eis.ynu.ac.jp/english/category01/academic/innovation.html">http://www.eis.ynu.ac.jp/english/category01/academic/innovation.html</a>
<b>Risk Management &amp; Environmental Sciences</b> <a href="http://www.eis.ynu.ac.jp/english/category01/academic/risk.html">http://www.eis.ynu.ac.jp/english/category01/academic/risk.html</a>

(2) Admissions Policy of the Graduate School of Environment and Information Sciences and Its Departments

Please visit the following website.

<http://www.eis.ynu.ac.jp/english/category04/policy.html>

### **3. Academic Advisors, Research Fields, and Language Requirements**

Please visit the following websites.

[http://www.ynu.ac.jp/english/exam/professors\\_env.html](http://www.ynu.ac.jp/english/exam/professors_env.html)

### **4. Application Requirements**

Applicants must be individuals who reside outside of Japan at the time of application, and who have earned an academic degree equivalent to a master's degree or a professional degree outside of Japan or who expect to do so by September 30, 2017.

\*An applicant who expects to earn an academic degree equivalent to a master's degree or a professional degree outside of Japan by September 30, 2017 and passes the entrance examination but then is unable to obtain the degree by September 30, 2017 will be denied admission.

### **5. Number of Openings for New Incoming Students in October 2017**

Environment and Natural Sciences: A few

Environment and System Sciences: A few

Information Media and Environment Sciences: A few

Innovation Management and Environmental Sciences: A few

Risk Management and Environmental Sciences: A few

## 6. Application Procedures

- (1) After selecting the faculty member that you would like to have as your academic advisor after you enroll in this graduate school, contact that teacher directly by e-mail or some other means and obtain permission to apply. To see which faculty members are available to serve as academic advisors and their research fields, visit the appropriate website, which you can access via the link in Section 3 above. To find your preferred advisor's contact information, please search the list of faculty members on the following website.

<http://er-web.jmk.ynu.ac.jp/>

\*If your preferred advisor's contact information is unavailable, please request it from the appropriate faculty member in charge of academic affairs in the department/course to which you intend to apply mentioned on the list in Section 1.

When consulting with your prospective academic advisor, please submit, as directed, your resume, a list of your past achievements, your intended research plan, your foreign language test results (TOEIC, TOEFL, Japanese Language Proficiency Test, etc.), and any other necessary information.

- (2) Together with the entrance examination fee, please mail the documents mentioned below, by international express mail or some other service that allows mail to be tracked, so that they arrive from May 22(Monday), 2017 to June 16(Friday). Moreover, if the undermentioned certificate and transcript of grades are in a language other than English or Japanese, please attach an English or Japanese translation to them.

- a. Application for Admission: prescribed form. (Form 1)
- b. Intended Research Plan: prescribed form. (Form 2)
- c. Photograph: One taken in the 3 months prior to application, height 4.5 cm x width 3.5 cm. Please affix it to the Application for Admission.
- d. Certificate of completion, or certificate of expected completion, from last graduate school attended
- e. Transcript of grades
- f. Record of Research Achievements: A prescribed form on which to include an abstract of your master's thesis and a list of your published papers and other achievements. (Attach offprints and a summary of your achievements.) (Form 3)
- g. Documents that objectively indicate your linguistic abilities (Only if requested)

A TOEIC or TOEFL score certificate or score sheet (This must be submitted by applicants whose native language is not English and who have been asked to submit it by their academic advisor, and must have been issued within the 24 months prior to application.)

Japanese Language Proficiency Test score certificate (This must be submitted by applicants whose native language is not Japanese and who have been asked to submit

it by their academic advisor.)

h. Letter of recommendation: This must be from someone who is at least the equivalent of the applicant's academic advisor or graduate school dean at the university, etc., which the applicant attends or attended.

i. A copy of a personal ID containing a photograph of the applicant

For example, a passport (the page with your name, nationality and photograph), a driver's license, etc.

j. Entrance examination fee: 30,000 yen

Please pay by credit card (VISA, MasterCard, JCB, American Express, MUFG, DC, UFJ, NICOS) or China UnionPay. For more information, please visit the following websites.

<http://www.ynu.ac.jp/exam/graduate/payment/index.html>

Attach a printout of the email confirmation of payment to the prescribed form and enclose it with the submitted documents. If the entrance examination fee is not paid, or if the printout and prescribed form are not enclosed, the application will not be accepted.

Address: Office of Academic Affairs

Graduate School of Environment and Information Sciences

Yokohama National University

79-7 Tokiwadai, Hodogaya-ku, Yokohama, 240-8501

JAPAN

## **7. Method of Applicant Selection**

The submitted documents will be reviewed, and a scholastic ability test (written test or oral test (including interview over the Internet)) will be carried out. Applicants will be directly notified at a later date of the test time, the method for carrying out the test, and other information.

## **8. Announcement of Acceptance**

On July 28(Friday), 2017, the results from the selection process will be announced on the Graduate School of Environment and Information Sciences website, and notifications will also be mailed to the applicants.

## **9. Necessary Tuition and Fees at the Time of Enrollment**

(1) Enrollment fee: 282,000 yen (currently)

(2) Tuition (for half year): 267,900 yen (Annual amount: 535,800 yen) (currently)

[Note 1] If the tuition is revised while you are in the doctoral program, the new tuition will apply to you.

[Note 2] Information about the payment method will be sent together with documents on the enrollment procedures if your application is accepted.

## **10. Financial Aid and Educational and Research Support for Doctoral Students**

So that doctoral students won't be prevented from devoting themselves to their studies due to their financial circumstances, and so that they can vigorously pursue their research activities, various systems for financial aid and educational and research support have been established.

For more information, please visit the following website.

<http://www.eis.ynu.ac.jp/category05/support.html>

\*Note: There are some systems of support for which foreign students are not eligible to apply.

## **11. Procedures for Coming to Japan Following Notification of Acceptance**

The following procedures are necessary before coming to Japan.

### **(1) Obtaining a Passport**

A passport is something issued by the government of one's country. Without a passport a person cannot leave or enter a country. If you are obtaining a passport for the first time, you may need a certificate of enrollment or test-taking, and it may take some time to receive the passport. Please check the situation before applying for a passport. In case you need a certificate, please ask for one when applying for admission.

### **(2) Obtaining a Visa**

The residence status of foreign students at this university is "foreign student." When you first enter the country for the purpose of study at this university, it is absolutely necessary that you do so with a "foreign student" visa. You can obtain a "foreign student" visa by submitting, to your local Japanese consulate or legation, a Certificate of Eligibility for Residence in Japan, issued by Japan's Immigration Bureau. This certificate can be applied for only by 1) a parent or sibling living in Japan, 2) a scholarship provider, or 3) an academic advisor.

Changing from another visa status (except for "family stay") to "foreign student" requires an extremely complicated procedure, and the change may not be allowed, so please obtain a "foreign student" visa before entering the country. Students who have a different type of visa will not be regarded as foreign students and will thus be unable to apply for foreign student scholarships or obtain services intended for foreign students.

### **(3) Securing a Residence**

Through an agent or another foreign student from your country who is living in Japan, please arrange for a residence where you can live once you come to Japan. In this connection, please visit the following websites.

<http://www.ynu.ac.jp/english/campus/institution/index.html>

<http://www.ynu.ac.jp/english/international/accept/guidebook.html>

## **12. Points to Heed**

- (1) The documents submitted in the application procedures cannot be changed after the procedures are complete.
- (2) Your application documents will not be accepted if required information has been omitted from them or if they contain other deficiencies.
- (3) Once the entrance examination fee is paid and documents are submitted, they will not be returned for any reason.
- (4) After the enrollment procedures, the enrollment fee will not be refunded for any reason.
- (5) To obtain “foreign student” residence status, you must be able to demonstrate that you possess the economic resources to support your daily life as a foreign student in Japan.

## **13. Handling of Personal Information**

In addition to being used for the applicant selection process, the personal information entered in an applicant’s entrance examination results, application documents and so on may be used in materials related to welfare measures applied for by the student – such as the waiving of the enrollment fee – or in surveys and research conducted by the school. However, if survey and research results are published, this will be done in a way so that individuals cannot be identified from them. Personal information will not be used or provided for any other purpose.