

Master's Programs

Environment and Information Sciences (EIS)

Yokohama National University

April 2025 Admission
Second Call for Applications

Application Guidelines

<https://www.eis.ynu.ac.jp>

Contact

Office of Academic Affairs, Environment and Information Sciences (EIS)

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Office hours: 9:00 to 12:45 and 13:45 to 17:00

Contact list of faculty members in charge of master's programs offered in each department at EIS

Department	Educational program	Name	Email address
Artificial Environment	Safety, Environment and System Engineering	IZATO Yuichiro	izato-yuichiro-tk [at sign]ynu.ac.jp
		SHIRAIISHI Toshihiko	shiraishi-toshihiko-fd[at sign]ynu.ac.jp
	Environmental Science	IIJIMA Motoyuki	iiijima-motoyuki-jc[at sign]ynu.ac.jp
	Social Environment	OKUYAMA Naoko	okuyama-naoko-rt [at sign]ynu.ac.jp
Natural Environment	Ecology and Bioscience	NAKADAI Ryosuke	nakadai-ryosuke-pt[at sign]ynu.ac.jp
	Earth and Biological Science	SHIMODE Shinji	shimode [at sign]ynu.ac.jp
	Environmental Studies	OIKAWA Hiroki	oikawa-hiroki-nm[at sign]ynu.ac.jp
Information Environment	Informatics Information Studies	SHIRAKAWA Shinichi	shirakawa-shinichi-bg[at sign]ynu.ac.jp
	Mathematical Science	OZEKI Kenta	ozeki-kenta-xr[at sign]ynu.ac.jp

*Please manually insert the at sign (@) as instructed into each email address.

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[Privacy Policy]

Personal information will be handled under the Act on the Protection of Personal Information and the Policies on the Protection of Personal Information held by YNU.

(1) In addition to the use related to the selection of students for admission to YNU, personal information provided in the applicant's entrance examination results and application materials may also be used for the following purposes.

- ① To contact successful applicants (to send materials related to welfare benefits such as scholarships and insurance, and to send materials related to events after admission, and Cooperative Association materials), and for enrollment procedures.
- ② To organize classes after admission, and to provide the welfare-related materials such as admission fee exemptions (excluding international students) and tuition fee waivers upon application by the applicant.
- ③ To handle academic affairs after enrollment (student registration management, guidance on studies, etc.).
- ④ To engage in relations, various surveys, and research at YNU (including investigations and analyses for improving admission methods and university education).
- ⑤ There may be cases where the personal information of admitted students is provided to the university-related organizations, such as YNU alumni association (Koyukai) and class reunions, to the extent necessary for membership procedures.

When presenting the results of surveys and research, the information will be processed in such a way that individuals cannot be identified.

Personal information will not be used or provided for any other purposes.

(2) When using the information in the various works described in (1) above, some of the works may be performed by a contractor entrusted by YNU (hereinafter referred to as a "contractor"). All or part of the personal information obtained will be provided to the contractor to the extent necessary to perform the work entrusted to the contractor.

I Getting started

Each applicant is requested to carefully read the following guidelines before taking necessary steps with an accurate understanding of all relevant information.

[Admission policy]

Master's programs at the Graduate School of Environment and Information Sciences (EIS) aim to produce professionals with highly specialized skills to build a safe and sound sustainable society. With their comprehensive understanding of environments and societies, graduates are expected to identify challenges and present solutions to make this happen by mobilizing their expertise in artificial, natural, or informational environments from interdisciplinary perspectives across the liberal arts and sciences. Thus, EIS welcomes candidates:

- Expertise and problem-solving skills to address an array of challenges in this century, which involves such tasks as achieving a sustainable circular economy in harmony with the natural environment, building a new system with blossoming information technologies, and harnessing innovation to make our society safer and more livable
- Expertise in fields such as material science, geoenvironmental science, information science, mathematical science, system engineering, safety engineering, and humanity and social science, combined with practical skills to play a part in a wide range of development projects involving the private and public sectors, non-profit organizations, and other stakeholders
- A panoramic perspective to make a tangible contribution to a project team of professionals with diverse backgrounds based on a clear understanding of expected roles of each member in the pursuit of the shared goal

[Security Export Control]

YNU rigorously screens the admission of international students with respect to the export of goods, provision of technology, and exchange of personnel according to the YNU Regulations for Security Export Control pursuant to the Japanese Foreign Exchange and Foreign Trade Act. Restrictions may be imposed on research or educational opportunities may be denied if the intended activities are subject to any export control. Please bear such risks in mind and consult your intended academic advisor as necessary before filing an application. Note that each international student must submit a pledge to comply with the Japanese Foreign Exchange and Foreign Trade Act during the enrollment procedure.

For more details, visit the webpage of the Research Initiatives and Promotion Organization.

<https://www.ripo.ynu.ac.jp/researcher/start/security/>

[Use of ChatGPT and Other Generative AI Tools]

Regarding an application form and other necessary documents, please prepare them in accordance with our Admission Policy and submit them at your own responsibility, ensuring that no wrongdoing is being committed and that no discrepancies in academic skills are suspected after admission.

II Admission guidelines for regular students

1. Admission quota

Department	Educational program	Admission quota
		Admission April 2025
Artificial Environment	Safety, Environment and System Engineering Program	A few openings
	Environmental Science Program	
	Social Environment Program	
Natural Environment	Ecology and Bioscience Program	A few openings
	Earth and Biological Science Program	
	Environmental Studies Program	
Information Environment	Informatics Program	A few openings
	Mathematical Science Program	
	Information Studies Program	

* **Contact the academic advisor in charge of your intended studies to check on her or his availability before you file an application.**

In order to find out who could be your academic advisor, go to the EIS website and check the overview of education and research conducted in each program, or contact one of the assigned contact persons from respective departments.

2. Eligibility

Any of the following applicants are deemed eligible for seeking admission:

- (1) The applicant has graduated from a university defined in Article 83 of the Japanese School Education Act or is expected to do so before the admission to EIS.
- (2) The applicant has earned a bachelor's degree from the National Institution for Academic Degrees and Quality Enhancement of Higher Education pursuant to Paragraph 7, Article 104 of the Japanese School Education Act, or is expected to do so before their admission to EIS.
- (3) The applicant has completed 16 years of school education in a country other than Japan or is expected to do so before the admission to EIS.
- (4) The applicant, during one's stay in Japan, has taken necessary correspondence courses offered by a school in another country, and thereby completed 16 years of school education in that country, or is expected to do so before the admission to EIS.
- (5) The applicant has completed a program offered by a foreign educational institution specified by the Japanese Minister of Education, Culture, Sports, Science and Technology and recognized to offer university education programs under the school education system in that foreign country (provided that the completion is acknowledged as completion of 16 years of school education in that country).
- (5)-2 The applicant has earned a degree equivalent to a bachelor's degree from a foreign university or another school specified by the Japanese Minister of Education, Culture, Sports, Science and Technology and duly assessed by a person accredited by the government of that country or a relevant agency with respect to their overall operation, including educational and research activities, or recognized as something comparable, which is granted for the successful completion of a program with a minimum required period of three years (including the completion of correspondence courses offered by the school during one's stay in Japan and the completion of a program offered by an educational institution recognized by the school education system in that foreign country and specified in the previous item)^[Note 4].
- (6) The applicant has completed a specialized program at a vocational school specified separately by the Japanese Minister of Education, Culture, Sports, Science and Technology that requires at least four years of studies and satisfies the standards specified by the minister after the date specified by the minister.
- (7) The applicant has been specified by the Japanese Minister of Education, Culture, Sports, Science and Technology (Notification 5 by the Japanese Ministry of Education in 1953).
- (8) The applicant has, prior to their admission to EIS, studied at least three years (excluding any leaves of absence) at a university defined in Article 83 of the School Education Act and is recognized to have earned the number of credits required by EIS, and thus is expected to complete their studies with brilliant

- records^[Notes 1 and 3].
- (9) The applicant has completed 15 years of school education in a country other than Japan and is deemed to have earned the number of credits required by EIS and completed the studies with brilliant records^[Note 4].
 - (10) The applicant has taken the necessary correspondence courses offered by a school in another country during their stay in Japan, thereby completing 15 years of school education in that country, and is recognized to have earned the number of credits required by EIS and completed the studies with brilliant records^[Note 4].
 - (11) The applicant has been admitted to another graduate school pursuant to Paragraph 2, Article 102 of the Japanese School Education Act, and is recognized by EIS to have adequate academic skills to pursue studies at EIS^[Note 4].
 - (12) The applicant will attain the age of 22 before their admission to EIS and has academic skills that are deemed to be comparable or superior to other university graduates according to an individual eligibility review conducted by EIS^[Notes 2 and 4].

[Note 1] Eligibility 8 (so-called “grade-skipping”) is conditional on the following two requirements:

- a) The applicant must have completed the second year of their undergraduate studies with grades that ranked in the top five percent in the affiliated department (or something comparable) or scores of at least 80 for at least three quarters of the total number of earned credits.
- b) As a general rule, the applicant must have passed all required courses by the second year of their undergraduate studies and earned at least 90 credits.

[Note 2] Eligibility 12 is granted to any of the following applicants:

- [1] The applicant, though not eligible for graduation from a university, has graduated from a junior college, a college of technology, a vocational school, or another school, or has completed a program offered by another educational institution.
- [2] The applicant is a graduate from a foreign university that does not require 16 years of school education to graduate, and has or will have engaged in research for a year or longer as a research student, research fellow, or the like at a Japanese or foreign university, inter-university research institute, or comparable research institute before their admission to EIS.

[Note 3] **Any applicant who seeks admission based on Eligibility 8 must undergo a preliminary review. Please submit the following documents to the Office of Academic Affairs at EIS between Tuesday, September 17 and Thursday, September 19, 2024 (drop-off hours: 9:00 – 12:45 and 13:45 – 16:00).** Alternatively, deliver them by post within the same period by requesting a registered express mail service. On any Size-2 envelope for enclosing your application documents, affix the mailing label provided on the webpage of EIS that presents application guidelines. As an exception, applications arriving after deadline will be accepted only by registered express mail postmarked in Japan at the originating post office by **Wednesday, September 18, 2024**.

However, if you are applying from outside Japan, please send your application by registered express mail or by the highest priority service to ensure that it arrives within the application period. In this case, any application received after the deadline will not be accepted.

- [1] Application for eligibility certificate (Form 5)
- [2] Statement of eligibility and letter of recommendation (Form 7)
- [3] Transcript
- [4] Documents proving that the applicant meets the requirements for course completion at the relevant university or photocopies
(Pages that indicate the requirements for graduation and required courses in the course guide provided by their affiliated university)
- [5] A Size-L3 return envelope with an affixed 410-yen stamp that clearly indicates the applicant’s name and address in Japan (including postal code).

Download the necessary forms from the following webpage of EIS that presents application guidelines. Print them single sided on white A4 paper:

<https://www.eis.ynu.ac.jp/academic/admission/requirement/>

On Friday, October 11, 2024, review results are mailed by post to applicants, enclosed in their return envelopes. From that day on, EIS can also inform them of the results in response to their inquiries on weekdays from 9:00 until 12:45 and from 13:45 until 17:00.

[Note 4] **Any applicant who seeks admission based on Eligibilities 5-2 or 9 through 12 must undergo a preliminary review.**

Please submit the following documents to the Office of Academic Affairs at EIS between Tuesday, September 17 and Thursday, September 19, 2024 (drop-off hours: 9:00 – 12:45 and 13:45 – 16:00). Alternatively, deliver them by post within the same period by requesting a registered express mail service. On any Size-2 envelope for enclosing your application documents, affix the mailing label provided on the webpage of EIS that presents application guidelines. As an exception, applications arriving after deadline will be accepted only by registered express mail postmarked in Japan at the

originating post office by **Wednesday, September 18, 2024.**

However, if you are applying from outside Japan, please send your application by registered express mail or by the highest priority service to ensure that it arrives within the application period. In this case, any application received after the deadline will not be accepted.

- [1] Application for eligibility certificate (Form 5)
- [2] Statement of eligibility (Form 6)
- [3] Certificate of graduation or enrollment period from the most recent educational level
- [4] Transcript from the most recently completed educational level
- [5] Statement of research experience and achievements in any format
- [6] A Size-L3 return envelope with an affixed 410-yen stamp that clearly indicates the applicant's name and address in Japan (including postal code).

Download the necessary forms from the Application Guidelines webpage of EIS indicated in Note 3 above. Print them single sided on white A4 paper:

On Friday, October 11, 2024, review results are mailed by post to applicants, enclosed in their return envelopes. From that day on, EIS can also inform them of the results in response to their inquiries on weekdays from 9:00 until 12:45 and from 13:45 until 17:00.

3. Application period

Applications must be delivered to EIS between Friday, October 18 and Thursday, October 24, 2024 through only a registered express mail service. (Regular mail is not acceptable. Posting mail through a mailbox will not be considered "registered express mail." Please make sure to send the application through the post office.)

Applications are accepted only by post. They cannot be filed in person. **Please download necessary forms provided on the webpage of EIS that presents application guidelines. Print them single sided on white A4 paper.** Cross out any mistakes on application documents with double strikethroughs and write the correct information instead in the margin. **Affix the mailing label provided on the same webpage on any Size-2 envelope** and send it by post to the Office of Academic Affairs at EIS. **As no applications are accepted past the deadline**, ensure timely submission while bearing in mind the speed of postal delivery. As an exception, applications arriving after deadline will be accepted only by **registered express mail** postmarked in Japan at the originating post office by **Wednesday, October 23, 2024.**

However, if you are applying from outside Japan, please send your application by registered express mail or by the highest priority service to ensure that it arrives within the application period. In this case, any application received after the deadline will not be accepted.

[Note] Some post offices do not provide postal services on Saturdays, Sundays and holidays. Check their business days in advance.

4. Application procedure

(1) Application documents

Any certificate written in a language other than Japanese or English must be accompanied by a Japanese or English translation.

Use a black or blue ballpoint pen for preparing any handwritten documents.

Application document	Important notes	Form
Application for admission and admission ticket for examinations	Prepare two identical 4 cm by 3 cm upper body shots in portrait orientation taken in the last 3 months without any headwear. Affix one each on both documents. Fill in the date that your preferred academic advisor checked your application.	1
Certificate of (expected) graduation	1) Submit an original certificate of (expected) graduation prepared by the university where the applicant is or was enrolled. No photocopies are accepted. If a foreign applicant has to submit a photocopy of their diploma as a substitute, the original must be presented at the Office of Academic Affairs at EIS in advance. 2) Any graduate from a foreign university must also submit an original certificate of degree or the like unless the certificate of graduation indicates the awarded degree. No photocopies are accepted. Any certificate written in a language other than Japanese or English must be accompanied by a Japanese or English translation. 3) Any applicant who seeks admission based on Eligibility 8 must submit a	-

	<p>certificate of enrollment.</p> <p>4) Any applicant who seeks admission based on Eligibility 2 must submit either a certificate of degree for the earned bachelor's degree issued by the National Institution for Academic Degrees and Quality Enhancement of Higher Education, or a certificate of expected bachelor's degree issued by the president of their affiliated school.</p>	
Transcript	<p>1) To be prepared by the president or dean of the school where the applicant was or is enrolled. No photocopies are accepted. Any certificates issued for a graduate from a foreign university and written in a language other than Japanese or English must be accompanied by a Japanese or English translation.</p> <p>2) Any applicant admitted to YNU by transfer must also submit a transcript from the previously affiliated university or the like. If the applicant was required to complete both general and specialized courses, transcripts from both must be submitted.</p>	-
Entrance examination fee	<p>Amount: 30,000 yen Any commission must be paid by the applicant. Due date: Pay before the application deadline. Payment method: [1] Japanese or foreign applicants residing in Japan Pay from a terminal in Seven-Eleven, Lawson, Ministop, or FamilyMart while following the instructions provided in the separately provided notice on payment methods for the entrance examination fee. Remember to pay at the cash register because ATM transfers are not available. [2] Applicants residing in a foreign country or international applicants residing in Japan You can pay by credit card or bank transfer using "Flywire", an international money transfer service for educational institutions, at the following URL: https://www.flywire.com/pay/ynuni/ When using this service, please check the Flywire website and contact the support desk if you have any questions. Flywire website: https://www.flywire.com Flywire Support Desk: https://www.flywire.com/support *You will be responsible for any additional payment fees that are required at the time of payment. *In the Student ID/Examinee's number field, enter "0".</p> <p>[Note 1] Affix a certificate of payment (or a receipt from FamilyMart) or a printout of the email notifying the completed payment on Form 2, before enclosing it with other application documents. [Note 2] Applications are rejected without due payments of entrance examination fees. [Note 3] Payments are not required from international students on Japanese government (MEXT) scholarship (enclose the original Japanese government (MEXT) scholarship certificate in the application; copies are not acceptable).</p>	2
One Return envelopes for admission ticket for examinations and other admission documents	Print your name and address (including postal code) in Japan on two Size-L3 return envelopes. Submit them with a 410-yen stamp affixed respectively for express mail delivery.	-
One mailing label for mail delivery from YNU	Use the label form designated by YNU.	-
Intended research plan	Fill in the form provided by YNU to outline intended research goals and plan, as well as research conducted to date. Fit your text within the limit of 1,000 Japanese characters or 500 English words. References are not included in the word count.	3
Residence card (or passport)*	Foreign applicants residing in Japan should submit photocopies of both sides of their residence cards. *Other foreign applicants should submit photocopies of their passports.	-
Resume*	Applicants should use the form designated by YNU unless they aspire to clear the requirement specified in (1) of eligibility criteria.	4
Other	Enclose any relevant letter of recommendation.	-

*Only foreign applicants are required to submit documents marked with an asterisk.

(2) Exemption from submission

Applicants whose eligibility to apply for admission were acknowledged by meeting the requirement specified in (5)-2, (8) or (9) – (12) do not have to resubmit documents already submitted for their application for eligibility review.

- (3) As deemed necessary by YNU, some certificates of graduation (or completion) or transcripts must be examined for authentication by a certification body specified by YNU at the expense of applicants.

5. Screening method

- (1) Choice of screening method

The screening consists of a written examination, oral examination, and a review of application documents. Details of examinations are provided by respective departments. Applicants who seek admission based on Eligibility 8 and pass these examinations are further screened based on their transcripts for up to the third year of their studies at their affiliated departments before the final decision on admission is made.

- (2) Foreign language proficiency

As a proof of foreign language proficiency, each applicant must submit the original copy of a score statement from an English language test administered by a specified testing organization. The submitted score is returned to the applicant by the end of the oral examination. Accepted test options and required score statements are presented in the following table.

Test option	Required score statement	Official website
TOEIC Listening & Reading Test (public)	Official Score Certificate (official certificate)	TOEIC (https://www.iibc-global.org/index.html)
IELTS	Test Report Form (official certificate) *In case you have taken IELTS Online, please download and print a PDF of the Test Report Form from the Test Result Confirmation page and submit it to us.	IELTS (https://www.eiken.or.jp/ielts/)
TOEFL iBT (including (Special) Home Edition and Paper Edition)	Test Taker Score Report (score report for the record of each test-taker) *Or an Examinee Score Report if mailed before July 31, 2019	TOEFL (https://www.toefl-ibt.jp/)

*1 YNU does not accept score statements from institutional tests, such as TOEIC IP, TOEFL ITP, TOEIC Bridge, and TOEIC SW. It does not accept My Best Score indicated on a TOEFL iBT score report. Submit your highest test date score.

*2 Only if the examination is taken in Japan for TOEIC Listening & Reading Test (public test), the Digital Official Score Certificate with QR codes are also accepted. In this case, please submit a printout of your TOEIC the Digital Official Score Certificate. We verify their authenticity using the QR code displayed on the Digital Official Score Certificate.

*3 Score certificates from TOEFL need to be submitted on the date of the examination. Our university does not accept any score certificates sent directly from ETS.

- **On your examination day, bring any of the abovementioned score statement (only the original copy of the score statement containing your profile photo is accepted) and submit it as instructed by the person conducting the examination.**

~~• Only a score statement issued within two years before the date of the screening session can be submitted.~~

- **As an exceptional measure for the upcoming round of screening, score statements are accepted regardless of their terms of validity.**

Any applicant who took multiple tests should submit the statement with the highest total score. Anyone who fails to submit a score statement is rejected.

- In general screening, each submitted score is converted according to the following tables (with 100 as the maximum obtainable score) as a measure of their foreign language proficiency.

TOEIC Listening & Reading Test

TOEIC	Conversion	Assigned foreign language score
349 or less	0	0
350 – 500	$(\text{TOEIC} - 350) / 3$	0 – 50
500 – 800	$(\text{TOEIC} - 500) / 6 + 50$	50 – 100
801 or more		100

IELTS

TOEIC	Conversion	Assigned foreign language score
3 or less	0	0
3 – 4	$(\text{IELTS}-3) \times 50$	0 – 50
4 – 7	$(\text{IELTS}-1) \times 50/3$	50 – 100
7 or more		100

TOEFL iBT (including (Special) Home Edition and Paper Edition)

TOEFL iBT	Assigned foreign language score	TOEFL iBT	Assigned foreign language score	TOEFL iBT	Assigned foreign language score	TOEFL iBT	Assigned foreign language score	TOEFL iBT	Assigned foreign language score
90 – 120	100	76	85	64	69	53	53	43	24
88 – 89	99	74 – 75	82	62 – 63	66	52	52	41 – 42	21
86 – 87	97	72 – 73	80	61	64	51	47	40	15
84 – 85	95	71	79	59 – 60	63	49 – 50	43	39	12
83	93	69 – 70	75	58	61	48	40	38	9
81 – 82	90	68	74	57	60	47	38	36 – 37	2
79 – 80	88	66 – 67	73	56	56	45 – 46	34	0 – 35	0
77 – 78	87	65	71	54 – 55	55	44	28		

*Each assigned score is rounded off to the closest whole number.

6. Schedule and venue of screening session

Thursday, November 14, 2024 – written and oral examinations

Friday, November 15 and Saturday, November 16, 2024 – oral examination

*Back up if there are numerous applications

On **Thursday, October 31, 2024**, EIS will mail a notification of the definite schedule and venue to each applicant's address in Japan.

7. Announcement of successful applicants

Around 10:00 on Wednesday, December 4, 2024

The examination numbers of successful candidates from general screening are announced on the EIS website (<https://www.eis.ynu.ac.jp/academic/admission>). In addition, EIS will mail acceptance letters and enrollment documents to successful candidates. EIS does not respond to any telephone or other inquiries concerning screening results.

In parallel, successful candidates from the first stage of screening who seek admission based on Eligibility 8 are also announced. They must submit their transcripts up until the third year of their studies at their affiliated departments by Friday, February 14, 2025 in order for EIS to make a final decision on their admission. **As deemed necessary, a remaining candidate may be invited to an additional interview by their intended department, which will notify them of the definite schedule and venue.** On Monday, March 3, 2025, EIS will mail acceptance letters to candidates who pass the final screening.

8. Necessary payments for enrollment

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

(2) Tuition: 267,900 yen per semester or 535,800 yen per year (latest)

[Note 1] Pay the enrollment fee specified in (1) during the enrollment period.

[Note 2] The enrollment fee and tuition may be subject to change.

[Note 3] Any tuition change is applicable to all enrolled students.

[Note 4] Payments are not required from international students on Japanese government (MEXT) scholarship.

Anyone who fails to complete the necessary procedure within the enrollment period is deemed to have declined the admission.

9. Important notes

- (1) On the day of your examination, always carry your examination ticket. Switch off your mobile phones and other devices and put them in your bag before entering your examination room.
- (2) Note that failure to take the written or oral examination in any required subject results in denial of admission.
- (3) The following actions are considered foul play. If there is foul play, the examination is immediately discontinued, and the applicant must leave the venue with no further examination permitted. The grades for completed examinations will become invalid.
 - [1] Cheating or helping someone to cheat, such as by showing answers to other test takers.
 - [2] Starting before the examination begins by opening the question booklet, or not following instructions at the end of the examination and continuing to hold the pencil or write answers.
 - [3] Taking the question booklet or answer sheet outside the examination room during the examination.
 - [4] Using electronics such as cell phones, smartphones, wearable devices, tablet devices, earphones during the examination.
 - (4) The following actions may be considered foul play. If recognized as foul play, item (3) described above applies.
 - [1] Not putting away electronics such as cell phones, smartphones, wearable devices, tablet devices, earphones during the examination, but wearing it or holding it in one's hands.
 - [2] Engaging in acts that can disturb other test takers at the examination venue, in the examination room, or the waiting room.
 - [3] Not following the instructions of proctors, etc., at the examination venue, in the examination room, or the waiting room.
 - [4] Engage in other actions that can compromise the fairness of the examinations.
- (5) Any changes to the arrangement of examinations will be announced to applicants through the EIS website.
- (6) After the application procedure, submitted documents may not be modified or returned to applicants.
- (7) Any incomplete or inadequate application documents are rejected.
- (8) Any false information in application documents, or foul play identified during the examination or any cheating during the examination may lead to disqualification or expulsion. Additionally, depending on the condition of the foul play, a damage report may be filed to the police.
- (9) Entrance examination fees can be refunded only if applications were not filed (or accepted) or if there are any duplicate payments. Contact EIS to find out how refunds are made.
- (10) Anyone admitted to graduate programs at EIS based on Eligibility 8 will be classified as a student who has withdrawn from their undergraduate studies. Note that such a student will not be qualified to take national or certification examinations that require graduation from undergraduate studies. However, such a student can earn a bachelor's degree after their admission to a graduate program by filing the necessary application to the National Institution for Academic Degrees and Quality Enhancement of Higher Education, and subsequently passing a review and examinations.
- (11) Employees of public offices or companies need to obtain a prior **written approval of enrollment in any format** from their directors or representatives. Prepare such documents in advance.
- (12) The enrollment procedure for the admission in October will be notified along with the delivery of acceptance letters. The procedure for the admission in April will be notified around December.
- (13) No enrollment fees can be refunded after enrollment under any circumstances.
- (14) In order to obtain the status of residence of "Student," international students must have sufficient financial resources to sustain their student life at EIS.
- (15) **Once enrolled, students can seek various forms of financial aid, such as waivers of tuition and enrollment fees, and scholarship programs. Self-funded international students admitted may not apply for enrollment fee waivers. Refer to Page 25 for more details.**

Please note that applicants who seek residency in student housing must take due application procedure in advance of the announcement of successful applicants. Check available housing on the website of Student Support Division, Student Affairs and International Strategy Department (<http://www.gakuseisupport.ynu.ac.jp/>) and take the necessary procedure by the deadline.
- (16) If you wish to browse questions from previous written examinations, please refer to the following URL: <https://www.eis.ynu.ac.jp/academic/admission/kakomon.html>
- (17) Prior consultation request by applicants with disabilities or special needs

Applicants are requested to submit a letter prepared according to the following form to the Office of Academic Affairs at EIS prior to filing their application for admission if they need special considerations for their examinations and studies due to their physical or mental disabilities, or any other comparable challenges. Even after filing the application, the same letter should be submitted by applicants as soon as they find themselves suddenly in need of such considerations due to any accidents or injuries. Contact the office if you have trouble making a necessary decision based on the following examples.

[Major examples]

Classification	Degree of disabilities or challenges
Visual impairments	The applicant generally has visual acuity of less than 0.3 in both eyes or suffer another serious impairment, and is unable or struggles to recognize usual characters and figures even with a magnifying glass or other optical aid.
Hearing impairments	The applicant has a hearing threshold of 60 decibels or worse in both ears, and is unable or struggles to recognize normal speech even with a hearing aid or the like.
Orthopedical impairments	<ol style="list-style-type: none"> 1. The applicant is unable or struggle to walk, write, or perform other activities of daily living even with adaptive equipment. 2. The orthopedical impairment of the applicant is not as severe as described above, yet requires constant medical observation or guidance.
Poor health	<ol style="list-style-type: none"> 1. The applicant requires medical care or a regimen due to chronic respiratory disease, renal disease, neurological disease, malignant neoplasm, or another persisting disorder. 2. The applicant requires a regimen due to persisting physical weakness.
Developmental disabilities	The applicant needs a special consideration due to autism, Asperger's syndrome, pervasive developmental disorder, learning disorder, or attention deficit hyperactivity disorder.

(Form for A4 paper in portrait orientation)

Date (in YYYY/MM/DD format)

Full name in katakana

Full name

Date of birth

Address

Phone number

Att.: President, Yokohama National University

Prior to filing my application for admission to Yokohama National University, I hereby submit a consultation request to seek the following special consideration.

1. Intended graduate school, department, and program
2. Type and severity of disability or another challenge
3. Special consideration requested for taking examinations
4. Special consideration requested for conducting studies
5. Remarks

Attachments: Attach your medical certificate (original or photocopy), a photocopy of your physical disability handbook, or any relevant reference materials.

10. Other

(1) YNU Interfaculty Graduate School

YNU established the Interfaculty Graduate School in April 2021.

Please visit the graduate school website and obtain the necessary application documents if you wish to seek admission to the school and EIS. However, this is only applicable when the Interfaculty Graduate School call for the additional applications will be accepted.

11. Screening for admission to the Department of Artificial Environment

(1) Choice of academic advisor

Choose your intended program and academic advisor from the options presented in the following table.

Educational program (code)	Academic advisor	Awarded degree
Safety, Environment and System Engineering (HG1)	AMEMIYA Takashi, ARAMAKI Kenji, IIJIMA Motoyuki, IZATO Yuichiro, ITO Akihiko, OKUBO Hikaru, OKA Yasushi, KASAI Naoya, KAMEYA Takashi, KUMASAKI Mieko, KOBAYASHI Takeshi, SAKURAI Yoshiki, SHIBUTANI Tadahiro, SHIRAIISHI Toshihiko, TAKASAKI Midori, TATAMI Junichi, NAKANO Ken, FUJII Makiko, HOSHINO Yujiro, HONDO Hiroki, MATSUMIYA Masahiko, MATSUMOTO Shinya, MIYAKE Yuichi, YASUMOTO Masanori	Master of Engineering
Environmental Science (HG2)	AMEMIYA Takashi, ARAMAKI Kenji, IIJIMA Motoyuki, ITO Akihiko, ENDO Akira, OKUYAMA Naoko, KAMEYA Takashi, KOBAYASHI Takeshi, SHIRAIISHI Toshihiko, TAKAGI Aya, TATAMI Junichi, NAKANO Ken, FUJII Makiko, HOSHINO Yujiro, HONDO Hiroki, MATSUMIYA Masahiko, MATSUMOTO Shinya, MIYAKE Yuichi, YASUMOTO Masanori	Master of Environmental Science
Social Environment (HG3)	ENDO Akira, OKUYAMA Naoko, KAMEYA Takashi, KOBAYASHI Takeshi, SHUSA Yoshikazu*, TAKAGI Aya, HONDO Hiroki, YASUMOTO Masanori	Master of Philosophy

* Planning to retire in March 2027.

(2) General screening

1. Schedule

Date	Session	Time
Thursday, November 14	Written examination	9:30 to 11:30
	Oral examination	From 13:00
Friday, November 15	Oral examination*	From 10:00
Saturday, November 16	Oral examination*	From 10:00

*Oral examinations may be conducted on Friday, November 15 and Saturday, November 16 if there are numerous applications.

[Instructions for examinees]

- Please enter the room assigned for your written examination 20 minutes before it begins.
- You may answer questions in English both in written and oral examinations.
- Please be sure to contact your intended academic advisor at least two weeks before your screening sessions to discuss and decide on your examination subjects. You may fail the screening if you fail to answer questions in the examination in any subject assigned by your intended academic advisor.
- No calculator may be brought into the examination room.

2. Screening sessions

⊙ Safety, Environment and System Engineering Program (code: HG1)

Session	Scope (allocated points)
Foreign language	English (100 points) Refer to Page 7 for more details.
Written examination	Free choice from questions related to studies pursued in the Safety, Environment and System Engineering Program (i.e., safety engineering, environmental engineering, mechanical engineering, material engineering, and applied chemistry) (200 points)
Oral examination	Oral examination related to the intended area of studies (200 points)

⊙ Environmental Science Program (code: HG2)

Session	Scope (allocated points)
Foreign language	English (100 points) Refer to Page 7 for more details.
Written examination	Free choice from questions related to studies pursued in the Environmental Science Program (i.e., environmental management, environmental analysis, environmental impact assessment, safety engineering, environmental engineering, and applied chemistry) (200 points)
Oral examination	Oral examination related to the intended area of studies (200 points)

⊙ Social Environment Program (code: HG3)

Session	Scope (allocated points)
Foreign language	English (100 points) Refer to Page 7 for more details.
Written examination	Free choice from questions related to studies pursued in the Social Environment Program (i.e., innovation and environmental management, and regional policies) (200 points, social policy)
Oral examination	Oral examination related to the intended area of studies (200 points)

12. Screening for admission to the Department of Natural Environment

(1) Choice of academic advisor

Choose your intended program and academic advisor from the options presented in the following table.

Educational program (code)	Academic advisor	Awarded degree
Ecology and Bioscience (HH1)	ISHIKAWA Masahiro, OIKAWA Hiroki, OGATA Shinichi, KAGAMI Maiko, SAKAI Akiko, SAKATA Yuzu, SASAKI Takehiro, SHIMODE Shinji, TAKAYAMA Yoshiki, NAKADAI Ryosuke, NAKAMURA Tatsuo, NAKAMORI Taizo, YAMAMOTO Shinji, YOSHIDA Ryuji, WANI Ryoji	Master of Environmental Science
Earth and Biological Science (HH2)	ISHIKAWA Masahiro, OGATA Shinichi, KAGAMI Maiko, SAKAI Akiko, SAKATA Yuzu, SASAKI Takehiro, SHIMODE Shinji, NAKADAI Ryosuke, TAKAYAMA Yoshiki, NAKAMURA Tatsuo, NAKAMORI Taizo, YAMAMOTO Shinji, YOSHIDA Ryuji, WANI Ryoji	Master of Science
Environmental Studies (HH3)	OIKAWA Hiroki, KAGAMI Maiko, SAKAI Akiko, SAKATA Yuzu, SASAKI Takehiro, NAKADAI Ryosuke, NAKAMORI Taizo	Master of Philosophy

(2) General screening

1. Schedule

Date	Session	Time
Thursday, November 14	Written examination	9:30 to 11:30
	Oral examination	From 13:00
Friday, November 15	Oral examination*	From 10:00
Saturday, November 16	Oral examination*	From 10:00

*Oral examinations may be conducted on Friday, November 15 and Saturday, November 16 if there are numerous applications.

[Instructions for examinees]

- Please enter the room assigned for your written examination 20 minutes before it begins.
- You may answer questions in English both in written and oral examinations.
- Please be sure to contact your intended academic advisor at least two weeks before your screening sessions to discuss and decide on your examination subjects. You may fail the screening if you fail to answer questions in the examination in any subject assigned by your intended academic advisor.

2. Screening sessions

⊙ Ecology and Bioscience Program (code: HH1)

Session	Scope (allocated points)
Foreign language	English (100 points) Refer to Page 7 for more details.
Written examination	Free choice from questions related to studies pursued in the Ecology and Bioscience Program (i.e., ecological science, life science, geology, paleontology, biological oceanography, and basic jurisprudence) (200 points)
Oral examination	Oral examination related to the intended area of studies (200 points)

⊙ Earth and Biological Science Program (code: HH2)

Session	Scope (allocated points)
Foreign language	English (100 points) Refer to Page 7 for more details.
Written examination	Free choice from questions related to studies pursued in the Earth and Biological Science Program (i.e., geology, paleontology, biological oceanography, life science, and ecological science) (200 points)
Oral examination	Oral examination related to the intended area of studies (200 points)

⊙ Environmental Studies Program (code: HH3)

Session	Scope (allocated points)
Foreign language	English (100 points) Refer to Page 7 for more details.
Written examination	Free choice from questions related to studies pursued in the Environmental Studies Program (i.e., basic jurisprudence and ecological science) (200 points)
Oral examination	Oral examination related to the intended area of studies (200 points)

13. Screening for admission to the Department of Information Environment

(1) Choice of academic advisor

Choose your intended program and academic advisor from the options presented in the following table.

Educational program (code)	Academic advisor	Awarded degree
Informatics (HJ1)	OKAJIMA Katsunori, SHIKATA Junji, SHIMA Keisuke, SHIRAKAWA Shinichi, SHIRAZAKI Minoru, TANABE Ryoji, TOMII Takashi, MATSUI Kazumi, MORI Tatsunori, YAMADA Takahiro, YOSHIOKA Katsunari	Master of Informatics
Mathematical Science (HJ2)	USHIKOSHI Erika, OZEKI Kenta, SHIKATA Junji, SHIRAZAKI Minoru, SEGAWA Etsuo, NAKAMOTO Atsuhiko, NOZAKI Yuta, NOMA Atsushi, HARASHITA Shushi	Master of Science
Information Studies (HJ3)	SHIRAZAKI Minoru, FUJII Tomohiro, MATSUI Kazumi, YAMADA Takahiro	Master of Philosophy

(2) General screening

1. Schedule

Date	Session	Time
Thursday, November 14	Written examination	9:30 to 11:30
	Oral examination	From 13:00
Friday, November 15	Oral examination*	From 10:00
Saturday, November 16	Oral examination*	From 10:00

*Oral examinations may be conducted on Friday, November 15 and Saturday, November 16 if there are numerous applications.

[Instructions for examinees]

- Please enter the room assigned for your written examination 20 minutes before it begins.
- You may answer questions in English both in written and oral examinations.
- In your written examination, you may use language dictionaries, but not electronic dictionaries.
- No calculator may be brought into the examination room.

2. Screening sessions

⊙ Informatics Program (code: HJ1)

Session	Scope (allocated points)
Foreign language	English (100 points) Refer to Page 7 for more details.
Written examination	Free choice from questions related to studies pursued in the Informatics Program (i.e., mathematics, informatics, and mathematical information science) (200 points)
Oral examination	Oral examination related to the intended area of studies (200 points)

⊙ Mathematical Science Program (code: HJ2)

Session	Scope (allocated points)
Foreign language	English (100 points) Refer to Page 7 for more details.
Written examination	Free choice from questions related to studies pursued in the Mathematical Science Program (i.e., mathematics, mathematical information science, and computational dynamics) (200 points)
Oral examination	Oral examination related to the intended area of studies (200 points)

⊙ Information Studies Program (code: HJ3)

Session	Scope (allocated points)
Foreign language	English (100 points) Refer to Page 7 for more details.
Written examination	Free choice from questions related to studies pursued in the Information Studies Program (mathematics, theoretical linguistics, and computational dynamics) (200 points)
Oral examination	Oral examination related to the intended area of studies (200 points)

III Admission guidelines for special screening of professionals

1. Purpose

EIS offers refresher courses and continuous training for a wide array of working professionals in our society to serve as a bridge to deepen the collaboration between universities and industries, thereby helping to develop new studies and technologies. In order to provide wide educational opportunities, EIS has been conducting special screening for working professionals in the following manner to facilitate their studies pursuant to Article 14 of the Standards for Establishment of Graduate Schools (see Chapter IV).

2. Admission quota

Department	Educational program	Admission quota
		Admission April 2025
Artificial Environment	Safety, Environment and System Engineering Program	A few openings
	Environmental Science Program	
	Social Environment Program	
Natural Environment	Ecology and Bioscience Program	A few openings
	Earth and Biological Science Program	
	Environmental Studies Program	
Information Environment	Informatics Program	A few openings
	Mathematical Science Program	
	Information Studies Program	

* **Contact the academic advisor in charge of your intended studies to check on her or his availability before you file an application.**

In order to find out who could be your academic advisor, go to the EIS website and check the overview of education and research conducted in each program, or contact one of the assigned contact persons from respective departments.

3. Eligibility

Applicants that fall under any of the following categories from (A) to (C) who also satisfy both the following conditions of (1) and (2) are deemed eligible for seeking admission:

- (A) The applicant has worked for at least one year at the same public office, company, non-profit organization, or the like as a regular employee prior to their admission to EIS and will retain the same position at the workplace after their admission.
 - (B) The applicant has been officially endorsed by the representative of their affiliated public office, company, non-profit organization, or the like and will retain the same position at the workplace after their admission to EIS.
 - (C) The applicant is recognized by EIS as a working professional^[Note 1].
- (1) The applicant is recognized as a holder of a bachelor's degree corresponding to any of Eligibilities 1 through 12 in Section 2 on Page 3 (or expected to become one before their admission to EIS), or whose eligibility is otherwise recognized by EIS^[Note 2].
 - (2) The applicant has completed a specialized undergraduate program related to the intended area of studies.

[Note 1] For more details, contact the faculty members in charge of respective departments.

[Note 2] Applicants who seek admission based on Eligibilities 5-2 or 8 through 12 in Section 2 on Page 3 must undergo a preliminary review after submitting necessary documents in the following manner.

© Each working professional who seeks admission through special screening must first undergo an

eligibility review.

Please submit the following documents to the Office of Academic Affairs at EIS between Tuesday, September 17 and Thursday, September 19, 2024 (drop-off hours: 9:00 – 12:45 and 13:45 – 16:00). Alternatively, deliver them by post **within the same period** by requesting **a registered express mail service**. On any Size-2 envelope for enclosing your application documents, affix the mailing label provided on the webpage of EIS that presents application guidelines. As an exception, applications arriving after deadline will be accepted only by **registered express mail** postmarked in Japan at the originating post office by **Wednesday, September 18, 2024.**

However, if you are applying from outside Japan, please send your application by registered express mail or by the highest priority service to ensure that it arrives within the application period. In this case, any application received after the deadline will not be accepted.

[1] Application for eligibility certificate (Form 5)

[2] Resume in any format

[3] Letter of recommendation (prepared by the representative of the workplace of an applicant who falls under the abovementioned eligibility category of (B))

[4] A Size-L3 return envelope with an affixed 410-yen stamp that clearly indicates the applicant's name and address in Japan (including postal code).

Any applicant who seeks admission based on Eligibility 8 should refer to Page 4. Any applicant who seeks admission based on Eligibilities 5-2 or 9 through 12 must submit the documents listed below from [5] to [8] in addition to the documents listed above from [1] to [4].

[5] Statement of eligibility (Form 6)

[6] Certificate of graduation or enrollment period from the most recent educational level

[7] Transcript from the most recently completed educational level

[8] Statement of research experience and achievements (free format)

Download the necessary forms from the following webpage of EIS that presents application guidelines. Print them single sided on white A4 paper:

<https://www.eis.ynu.ac.jp/academic/admission/requirement>

On Friday, October 11, 2024, review results are mailed by post to applicants, enclosed in their return envelopes. From that day on, EIS can also inform them of the results in response to their inquiries on weekdays from 9:00 until 12:45 and from 13:45 until 17:00.

4. Application period

Applications must be delivered to EIS between Friday, October 18 and Thursday, October 24, 2024 through only a registered express mail service. (Regular mail is not acceptable. Posting mail through a mailbox will not be considered “registered express mail.” Please make sure to send the application through the post office.)

***Remember to file your application after completing your eligibility review.**

Applications are accepted only by post. They cannot be filed in person. **Please download necessary forms provided on the webpage of EIS that presents application guidelines. Print them single sided on white A4 paper.** Cross out any mistakes on application documents with double strikethroughs and write the correct information instead in the margin. **Affix the mailing label provided on the same webpage on any Size-2 envelope** and send it by post to the Office of Academic Affairs at EIS. **As no applications are accepted past the deadline**, ensure timely submission while bearing in mind the speed of postal delivery. As an exception, applications arriving after deadline will be accepted only by **registered express mail** postmarked in Japan at the originating post office by **Wednesday, October 23, 2024.**

However, if you are applying from outside Japan, please send your application by registered express mail or by the highest priority service to ensure that it arrives within the application period. In this case, any application received after the deadline will not be accepted.

[Note] Some post offices do not provide postal services on Saturdays, Sundays and holidays. Check their business days in advance.

5. Application procedure

(1) Application documents

Any certificate written in a language other than Japanese or English must be accompanied by a Japanese or English translation.

Use a black or blue ballpoint pen for preparing any handwritten documents.

Application document	Important notes	Form
Application for admission and admission ticket for examinations	Prepare two identical 4 cm by 3 cm upper body shots in portrait orientation taken in the last 3 months without any headwear. Affix one each on both documents. Fill in the date that your preferred academic advisor checked your application.	1
Certificate of (expected) graduation	<p>1) Submit an original certificate of (expected) graduation prepared by the university where the applicant is or was enrolled. No photocopies are accepted. If a foreign applicant has to submit a photocopy of their diploma as a substitute, the original must be presented at the Office of Academic Affairs at EIS in advance.</p> <p>2) Any graduate from a foreign university must also submit an original certificate of degree or the like unless the certificate of graduation indicates the awarded degree. No photocopies are accepted. Any certificate written in a language other than Japanese or English must be accompanied by a Japanese or English translation.</p> <p>3) Any applicant who seeks admission based on Eligibility 8 must submit a certificate of enrollment.</p> <p>4) Any applicant who seeks admission based on Eligibility 2 must submit either a certificate of degree for the earned bachelor's degree issued by the National Institution for Academic Degrees and Quality Enhancement of Higher Education, or a certificate of expected bachelor's degree issued by the president of their affiliated school.</p>	-
Transcript	<p>1) To be prepared by the president or dean of the school where the applicant was or is enrolled. No photocopies are accepted. Any certificates issued for a graduate from a foreign university and written in a language other than Japanese or English must be accompanied by a Japanese or English translation.</p> <p>2) Any applicant admitted to YNU by transfer must also submit a transcript from the previously affiliated university or the like. If the applicant was required to complete both general and specialized courses, transcripts from both must be submitted.</p>	-
Entrance examination fee	<p>Amount: 30,000 yen Any commission must be paid by the applicant. Due date: Pay before the application deadline. Payment method: [1] Japanese or foreign applicants residing in Japan Pay from a terminal in Seven-Eleven, Lawson, Ministop, or FamilyMart while following the instructions provided in the separately provided notice on payment methods for the entrance examination fee. Remember to pay at the cash register because ATM transfers are not available. [2] Applicants residing in a foreign country or international applicants residing in Japan You can pay by credit card or bank transfer using “Flywire”, an international money transfer service for educational institutions, at the following URL: https://www.flywire.com/pay/ynuni/ When using this service, please check the Flywire website and contact the support desk if you have any questions. Flywire website: https://www.flywire.com Flywire Support Desk: https://www.flywire.com/support *You will be responsible for any additional payment fees that are required at the time of payment. *In the Student ID/Examinee's number field, enter “0”.</p> <p>[Note 1] Affix a certificate of payment (or a receipt from FamilyMart) or a printout of the email notifying the completed payment on Form 2, before enclosing it with other application documents.</p>	2

	[Note 2] Applications are rejected without due payments of entrance examination fees.	
One return envelopes for admission ticket for examinations and other admission documents	Print your name and address (including postal code) in Japan on two Size-L3 return envelopes. Submit them with a 410-yen stamp affixed respectively for express mail delivery.	-
One mailing label for mail delivery from YNU	Use the label form designated by YNU.	-
Intended research plan	Fill in the form provided by YNU to outline intended research goals and plan, as well as research conducted to date. Fit your text within the limit of 1,000 Japanese characters or 500 English words. References are not included in the word count.	3
Statement of achievements	An applicant who has written a graduation thesis or research paper must attach a statement of achievements. In the statement, the applicant should elaborate on their current and past research or assignments in any format.	-
Residence card*	Foreign applicants residing in Japan should submit photocopies of both sides of their residence cards. *Other foreign applicants should submit photocopies of their passports.	-
Resume*	Applicants should use the form designated by YNU.	4
Other	Enclose any relevant letter of recommendation.	-

*Only foreign applications are required to submit documents marked with an asterisk.

- (2) Exception from submission

Applicants whose eligibility to apply for admission were acknowledged by meeting the requirement specified in (5)-2, (8) or (9) – (12) do not have to resubmit documents already submitted for their application for eligibility review.

- (3) As deemed necessary by YNU, some certificates of graduation (or completion) or transcripts must be examined for authentication by a certification body specified by YNU at the expense of applicants.

6. Screening method

The special screening of professionals is conducted in the following manner:

- (1) Successful applicants are chosen based on oral examinations and review of application documents.
- (2) In an oral examination, each applicant is asked questions regarding their specialized subjects, research achievements, and intended studies at EIS to assess their motivation for studies.

7. Schedule and venue of screening session

- (1) Date of oral examination: **Sunday, November 10 through Saturday, November 16, 2024**
(Screening sessions are conducted on one of the dates as specified by respective departments.)
- (2) Schedule and venue of oral examination
On **Thursday, October 31, 2024**, EIS will mail a notification of the definite schedule and venue to each applicant's address in Japan.

8. Announcement of successful applicants

Around 10:00 on Wednesday, December 4, 2024

Acceptance letters will be mailed to successful applicants. Their examination numbers will be announced also on the EIS website (<https://www.eis.ynu.ac.jp/academic/admission>).

EIS does not respond to any telephone or other inquiries concerning screening results.

9. Necessary payments for enrollment

- (1) Enrollment fee: 282,000 yen (latest)
 - (2) Tuition: 267,900 yen per semester or 535,800 yen per year (latest)
- [Note 1] Pay the enrollment fee specified in (1) during the enrollment period.
[Note 2] The enrollment fee and tuition may be subject to change.

[Note 3] Any tuition change is applicable to all enrolled students.

Anyone who fails to complete the necessary procedure within the enrollment period is deemed to have declined the admission.

10. Important notes

- (1) On the day of your examination, always carry your examination ticket. Switch off your mobile phones and other devices and put them in your bag before entering your examination room.
- (2) The following actions are considered foul play. If there is foul play, the examination is immediately discontinued, and the applicant must leave the venue with no further examination permitted.
 - [1] Cheating or helping someone to cheat, such as by showing answers to other test takers.
 - [2] Using electronics such as cell phones, smartphones, wearable devices, tablet devices, earphones during the examination.
- (3) The following actions may be considered foul play. If recognized as foul play, item (2) described above applies.
 - [1] Not putting away electronics such as cell phones, smartphones, wearable devices, tablet devices, earphones during the examination, but wearing it or holding it in one's hands.
 - [2] Engaging in acts that can disturb other test takers at the examination venue, in the examination room, or the waiting room.
 - [3] Not following the instructions of proctors, etc., at the examination venue, in the examination room, or the waiting room.
 - [4] Engage in other actions that can compromise the fairness of the examinations.
- (4) Any changes to the arrangement of examinations will be announced to applicants through the EIS website.
- (5) After the application procedure, submitted documents may not be modified or returned to applicants.
- (6) Any incomplete or inadequate application documents are rejected.
- (7) Any false information in application documents, or foul play identified during the examination or any cheating during the examination may lead to disqualification or expulsion. Additionally, depending on the condition of the foul play, a damage report may be filed to the police.
- (8) Entrance examination fees can be refunded only if applications were not filed (or accepted) or if there are any duplicate payments. Contact EIS to find out how refunds are made.
- (9) Employees of public offices or companies need to obtain a prior **written approval of enrollment in any format** from their directors or representatives. Prepare such documents in advance.
- (10) The enrollment procedure for the admission in October will be notified along with the delivery of acceptance letters. The procedure for the admission in April will be notified around December.
- (11) No enrollment fees can be refunded after enrollment under any circumstances.
- (12) In order to obtain the status of residence of "Student," international students must have sufficient financial resources to sustain their student life at EIS.
- (13) **Once enrolled, students can seek various forms of financial aid, such as waivers of tuition and enrollment fees, and scholarship programs. Self-funded international students admitted may not apply for enrollment fee waivers. Refer to Page 25 for more details.**

Please note that applicants who seek residency in student housing must take due application procedure in advance of the announcement of successful applicants. Check available housing on the website of Student Support Division, Student Affairs and International Strategy Department (<http://www.gakuseisupport.ynu.ac.jp/>) and take the necessary procedure by the deadline.
- (14) Prior consultation request by applicants with disabilities or special needs
Applicants are requested to submit a letter prepared according to the following form to the Office of Academic Affairs at EIS prior to filing their application for admission if they need special considerations for their examinations and studies due to their physical or mental disabilities, or any other comparable challenges. Even after filing the application, the same letter should be submitted by applicants as soon as they find themselves suddenly in need of such considerations due to any accidents or injuries. Contact the office if you have trouble making a necessary decision based on the following examples.

[Major examples]

Classification	Degree of disabilities or challenges
Visual impairments	The applicant generally has visual acuity of less than 0.3 in both eyes or suffer another serious impairment, and is unable or struggles to recognize usual characters and figures even with a magnifying glass or other optical aid.
Hearing impairments	The applicant has a hearing threshold of 60 decibels or worse in both ears, and is unable or struggles to recognize normal speech even with a hearing aid or the like.
Orthopedical impairments	<ol style="list-style-type: none"> 1. The applicant is unable or struggle to walk, write, or perform other activities of daily living even with adaptive equipment. 2. The orthopedical impairment of the applicant is not as severe as described above, yet requires constant medical observation or guidance.
Poor health	<ol style="list-style-type: none"> 1. The applicant requires medical care or a regimen due to chronic respiratory disease, renal disease, neurological disease, malignant neoplasm, or another persisting disorder. 2. The applicant requires a regimen due to persisting physical weakness.
Developmental disabilities	The applicant needs a special consideration due to autism, Asperger's syndrome, pervasive developmental disorder, learning disorder, or attention deficit hyperactivity disorder.

(Form for A4 paper in portrait orientation)

Date (in YYYY/MM/DD format)

Full name in katakana

Full name

Date of birth

Address

Phone number

Att.: President, Yokohama National University

Prior to filing my application for admission to Yokohama National University, I hereby submit a consultation request to seek the following special consideration.

1. Intended graduate school, department, and program
2. Type and severity of disability or another challenge
3. Special consideration requested for taking examinations
4. Special consideration requested for conducting studies
5. Remarks

Attachments: Attach your medical certificate (original or photocopy), a photocopy of your physical disability handbook, or any relevant reference materials.

11. Other

(1) YNU Interfaculty Graduate School

YNU established the Interfaculty Graduate School in April 2021.

Please visit the graduate school website and obtain the necessary application documents if you wish to seek admission to the school and EIS. However, this is only applicable when the Interfaculty Graduate School call for the additional applications will be accepted.

IV Special rules for program completion by working students

EIS grants the following special exceptions to working professionals so they can complete their studies while still working.

1. Extended enrollment

Extended enrollment is granted to working professionals or students with special circumstances so they can complete their studies according to a plan that takes more time than the standard duration of master's programs (two years) or doctoral programs (three years).

Unlike other students, students with extended enrollment status can complete their studies, regardless of the duration, for the same amount of tuition charged for the standard duration.

Students granted with extended enrollment status may file an application to EIS only once to shorten or further extend their enrollment. However, no one can be enrolled for a period shorter than the standard duration of their programs, or a longer period than four years in a master's program or six years in a doctoral program. Once an extension or shortening has been approved, it cannot be re-extended or re-shortened.

As a general rule, an application for any extension should be filed at least three months before the end of the initial enrollment period, whereas an application for any shortened enrollment should be filed along with a submission form of dissertation defense for the intended shortened enrollment defense for the intended shortened enrollment.

Once an extended enrollment is approved, the due amount of annual tuition is calculated by first subtracting the paid tuition from the total tuition payable for the entire standard duration of studies, and then dividing the remaining balance with the remaining number of years of enrollment. Meanwhile, after a shortened enrollment is approved, a lump-sum payment must be made for the remaining balance after subtracting the paid tuition from the total tuition payable for the entire standard duration of studies.

2. Attendance

As a general rule, full-time attendance is required to complete a program in the standard duration.

Students who face any difficulties in attending the required lectures for completing their studies in the standard period should submit their plans for completing their studies beyond that period (i.e., completion of a master's program in three to four years or a doctoral program in four to six years) while seeking guidance from a relevant group of academic advisors or the academic advisor committee.

3. Course enrollment

Lecture courses must be attended during class periods on days designated by the schedule. However, seminars and workshops may be arranged in other hours for working professionals after due consultation with the relevant group of academic advisors, the academic advisor committee, or school committee members of respective departments.

V Extended enrollment

Extended enrollment is granted to working professionals or students with special circumstances so they can complete their studies according to a plan that takes more time than the standard duration of master's programs (two years) or doctoral programs (three years).

Unlike other students, students with extended enrollment status can complete their studies, regardless of the duration, for the same amount of tuition charged for the standard duration.

1. Eligibility

An application for admission with extended enrollment status may be filed by working professionals who will continue to work after admission.

2. Application procedure

Successful applicants who seek admission with extended enrollment status should submit an application for

extended enrollment along with their enrollment documents within the enrollment period.

3. Approval or denial

EIS will notify the decision to each applicant around the end of the month of admission after reviewing the application.

4. Enrollment period

Students can be enrolled in a master's program for two to four years, and in a doctoral program for three to six years.

Specify the intended month and year for completing your studies on your application for extended enrollment.

5. Annual tuition

The due amount of annual tuition is calculated by dividing the total tuition payable for the entire standard duration of studies with the remaining number of years of enrollment.

(Case 1) An applicant is granted approval to complete their master's studies in three years

$$\begin{array}{rcccccc} 535,800 \text{ yen} & \times & 2 \text{ years} & / & 3 \text{ years} & = & 357,200 \text{ yen} \\ \text{(Standard amount)} & & \text{(Standard duration)} & & \text{(Approved duration)} & & \text{(Adjusted amount)} \end{array}$$

(Case 2) An applicant is granted approval to complete their doctoral studies in five years

$$\begin{array}{rcccccc} 535,800 \text{ yen} & \times & 3 \text{ years} & / & 5 \text{ years} & = & 321,480 \text{ yen} \\ \text{(Standard amount)} & & \text{(Standard duration)} & & \text{(Approved duration)} & & \text{(Adjusted amount)} \end{array}$$

6. Adjustment of enrollment period

Students granted with extended enrollment status may file an application to EIS only once to shorten or further extend their enrollment. However, no one can be enrolled for a period shorter than the standard duration of their programs, or a longer period than four years in a master's program or six years in a doctoral program. Once an extension or shortening has been approved, it cannot be re-extended or re-shortened.

As a general rule, an application for any extension should be filed at least three months before the end of the initial enrollment period, whereas an application for any shortened enrollment should be filed along with a submission form of dissertation defense for the intended shortened enrollment.

Once an extended enrollment is approved, the due amount of annual tuition is calculated by first subtracting the paid tuition from the total tuition payable for the entire standard duration of studies, and then dividing the remaining balance with the remaining number of years of enrollment. Meanwhile, after a shortened enrollment is approved, a lump-sum payment must be made for the remaining balance after subtracting the paid tuition from the total tuition payable for the entire standard duration of studies.

7. Note

Make sure to consult your intended academic advisor before filing any application for extended enrollment.

VI Financial aid and other forms of aid for master's and doctoral students

Doctoral students can seek financial aid or other forms of aid to actively conduct their studies and research without being distracted by their financial or other constraints.

Financial aid

◆ JSPS Research Fellowship for Young Scientists (coordinated by the Research Support Section)

*Intended for doctoral students

This fellowship by the Japan Society for the Promotion of Science (JSPS) helps brilliant junior scientists to cultivate and refine their creativity to lead the scientific research of Japan by letting them focus on their doctoral studies with a study grant.

Research fellowship for DC1 (first year of a doctoral program): 200,000 yen/month

Research fellowship for DC2 (second year of a doctoral program): 200,000 yen/month

***Beneficiaries from academic year 2023-24: 0 students for DC1 and 1 student for DC2**

◆ JASSO Scholarship (coordinated by the Financial Support Section)

*Intended for master's and doctoral students

In this scholarship program, the Japan Student Services Organization (JASSO) offers interest-free loans (type 1) or interest-bearing loans (type 2) for current university students. In early October, the organization hosts a briefing session on pre-admission reservations.

Type 1 interest-free loan for a doctoral program: 122,200 yen/month

Type 1 interest-free loan for a master's program: 88,000 yen/month

Available options for type 2 interest-bearing loan: 50,000, 80,000, 100,000, 130,000, and 150,000 yen/month

***Beneficiaries from academic year 2023-24:**

Type 1 loans for 55 master's students and 3 doctoral students

Type 2 loans for 5 master's students and 0 doctoral students

◆ Tuition waiver (coordinated by the Financial Support Section)

*Intended for master's and doctoral students

YNU grants full or half tuition waivers for brilliant students experiencing difficulties in paying their tuition fees after screening the applications filed for each semester.

Full waiver: 267,900 yen for each semester

Half waiver: 133,950 yen for each semester

***Beneficiaries from academic year 2023-24:**

Full waivers for spring semester granted to 20 master's students and 11 doctoral students

Full waivers for fall semester granted to 21 master's students and 7 doctoral students

Half waivers for spring semester granted to 23 master's students and 8 doctoral students

Half waivers for fall semester granted to 22 master's students and 8 doctoral students

◆ Financial Support Programs for Privately Financed International Students (coordinated by the Global Promotion Division)

The financial support programs aim to promote the acceptance of academically excellent privately financed international students and provide financial support after their admission to YNU. Screening is based on the results of entrance examinations. High-ranked applicants will be entitled to a 100%, 50%, or 30% exemption from tuition fees according to their performance in exams. (Also, those entering doctoral programs will be entitled to a 100% or 50% exemption from tuition fees.)

Application procedure

Those who wish to apply for the financial support programs should check the following website and submit an application after enrollment. URL: https://global.ynu.ac.jp/en/support/tuition_scholarship/

◆ Research assistantship (coordinated by the Faculty of EIS)

*Intended for doctoral students

EIS supports graduate students who were granted half or no tuition waivers after filing an application by providing an opportunity for them to work as research assistants to cover their tuition fees.

Such an opportunity is not granted to students on the JSPS research fellowship, recipients of a scholarship fund amounting to more than the tuition fee (except for loan recipients of the JASSO scholarship), working professionals and other students with a certain amount of income, repeating students (with special consideration for students who took leaves of absence), international students on Japanese government scholarships, and international students sponsored by foreign governments.

Students who received half tuition waivers: 267,900 x 1/4

Students who received no tuition waivers: 267,900 x 1/2

***Beneficiaries from academic year 2023-24: 13 students**

◆ Teaching assistantship (coordinated by the Faculty of EIS)

*Intended for master's and doctoral students

EIS provides training opportunities for graduate students to become teachers or researchers by engaging them as teaching assistants who receive an allowance and benefit from supportive educational arrangements.

***Beneficiaries from academic year 2023-24: 167 master's students and 8 doctoral students**

◆ EIS Diversity Scholarship (coordinated by the Office of Academic Affairs at EIS)

*Intended for doctoral students

EIS awards a monthly scholarship grant of 30,000 yen for five months (latest plan) to support the studies of doctoral students at EIS who suffer disabilities or financial difficulties associated with parenting or caretaking. Incoming doctoral students may also apply for the scholarship.

***Beneficiaries from academic year 2023-24: 3 students**

◆ YNU-SPRING (coordinated by Educational Planning Section)

*Intended for doctoral students

The YNU-SPRING Student Program supports students who are highly motivated to contribute to "science, technology, and innovation in Japan," who understand the purpose of this project and take the courses offered, and who are eager to enhance their research skills and their qualities as human resources with inclusive leadership.

Scholarship : 180,000 yen/year

Research expense : 340,000 yen/year

In addition to the above, there is support for other program.

*This program will begin in FY2024

◆ ROSE Program (coordinated by Educational Planning Section)

*Intended for doctoral students and master's students who plan to enter the doctoral course

The ROSE Program is a system that supports research activities with the aim of helping students to acquire a wide range of research backgrounds through independent research activities and collaboration with researchers in different fields, in addition to deep expertise.

A scholarship is provided for each international academic paper with an impact factor that is accepted for publication.

ROSE Program students who have published three or more papers in the cumulative total will also receive financial support for overseas travel to international conferences and other events.

*2024 spring ROSE Program students 29

Other forms of student aid

◆ YNU International Academic Exchange and Promotion Projects (coordinated by the Office of Academic Affairs at EIS)

*Intended for master's and doctoral students

YNU awards grants to encourage students to conduct studies and research activities outside of Japan, including presentations at international conferences.

Applications are screened while taking the distribution of destination regions into account.

***Beneficiaries from academic year 2023 – 24: 1 master's student and 2 doctoral students (Attendance at international conferences, Overseas research)**

***Beneficiaries from academic year 2022 – 23: 2 master's students and 3 doctoral students (Attendance at international conferences, Overseas research and Online conferences)**

***Beneficiaries from academic year 2021 – 22: 1 master's students and 1 doctoral student (Online conferences)**

◆ Student aid for presentations at international conferences (coordinated by the Office of Academic Affairs at EIS)

*Intended for master's and doctoral students

YNU subsidizes expenses for academic initiatives by students enrolled in the Exercise in Globalization in a master's program or the Advanced Exercise in Globalization in a doctoral program, which are both intended as training opportunities to develop internationally relevant skills.

***Beneficiaries from academic year 2023 – 24:**

(1) "Mutual Visitation Human Resource Development Program" with Dalian University of Technology: 7 students

(2) Programs approved by the dean (Attendance at international conferences): 8 students

(3) Programs approved by the dean (Overseas research): 1 student

(4) Programs approved by the dean (Overseas training): 2 students

***Beneficiaries from academic year 2022 – 23:**

(1) Programs approved by the dean (Attendance at international conferences): 1 student

(2) Programs approved by the dean (Overseas research): 1 student

(3) Programs approved by the dean (online): 10 students

***Beneficiaries from academic year 2021 – 22:**

(1) Programs approved by the dean (online): 6 students

◆ Assignment C in joint research projects at the Faculty of EIS (coordinated by the Faculty of EIS)

*Intended for doctoral students

In this assignment, research funding is allocated to projects selected through a call for proposals to support independent research by doctoral students at EIS.

***Beneficiaries from academic year 2023-24: 10 students**