

Academic Year 2017

**Division of Life Science
Graduate School of Life Science
Hokkaido University**

Master's Course
(First Part of Doctoral Program)

First Selection for 2017

**Guidelines for Application for the
Entrance Screening**

For enrollment October 2016 or April 2017

(Admission for International Students Residing Abroad)

June 2016

Hokkaido University's Acquisition and Use of Personal Information

- (1) In handling personal information from applicants, Hokkaido University makes every effort to protect this information through appropriate management based on the "Privacy Policy of Hokkaido University" and relevant laws and ordinances such as the "Protection Law for Private Information Held by Independent Administrative Corporations".
- (2) Personal information, such as name, address, etc., provided by the applicant to the university in the process of applying for admission will be used only for 1) assessment of applicants, 2) the announcement of results, 3) enrollment procedures, 4) surveys and research on enrollee selection methods, and 5) business operations pertaining to 1-4.
- (3) Companies commissioned as part of the relevant operations by the University (hereafter called "commissioned companies") may handle personal data. Part or all of the personal information submitted to the University by the applicant will be provided to the commissioned companies, to the extent necessary for them to carry out their commissioned operations.
- (4) After successful applicants are enrolled, personal information they provided on their application forms will be used for 1) educational affairs (such as registration, educational guidance, etc.), 2) student support services (such as health administration, fellowship applications, etc.), and 3) business operations related to their tuition fees and other expenses.
- (5) Regarding the personal information in (4), only the name and address can be used for contact from 1) Hokkaido University Frontier Foundation, and 2) Hokkaido University Athletic Union.

Admission Policy of Graduate School of Life Science

The Graduate School of Life Science provides students with the training that allows them to acquire an interdisciplinary knowledge of advanced life science, from the level of molecules to organisms. We provide comprehensive education with participation by instructors specialized in fields in the basic and applied life sciences, pharmaceutical science, medicine, and agriculture.

The educational goal of training in the Graduate School of Life Science is to enable students to comprehensively understand various living phenomena through biomolecular interactions, and to apply their knowledge and techniques in real life. On these principles and aims, we seek:

- ① Students having a strong intention to study not only basic life science but also the primary level of applied life science, as in medicine, pharmaceutical science, veterinary medicine, agriculture, fisheries science and biotechnology and willing to acquire advanced analytical techniques and broad, in-depth knowledge of life science.
- ② Students having technical capabilities for advanced scientific research and having a strong intention to become a research professional in private firms, national or local governments.

II Special Category for International Students

1. Admission Quota

| Division of Life Science | Admission Quota |
|--|-----------------|
| Transdisciplinary Life Science Course | A few students |
| Biosystems Science Course | |
| Biomedical and Pharmaceutical Science Course | |

2. Eligible Applicants

An applicant must fulfill all of the following criteria:

- (1) Completion or expected completion of a 16-year overseas school education course prior to admission to the Graduate School.
 - (2) Residing in an overseas country and cannot come to Japan to take the entrance examination.
 - (3) Has obtained a recommendation letter attesting to the applicant's competence and scholastic performance from a prospective supervising faculty member in the Graduate School of Life Science who has agreed to be the applicant's supervisor* after enrollment.
- ※ **Applicants must contact their prospective supervisor in advance, and after obtaining his/her acceptance, they will receive a password necessary for online application. In addition, applicants must request their prospective supervisor to make their recommendation letter (discretionary format) and ask them to directly submit it to the Educational Affairs Section during the application period.**
- ※ Those who wish to enroll in October 2016 must indicate this by choosing "October 2016 enrollment" on online application registration screen.

3. Application Period

- ◆ **Online application: July 11, 2016 – 5:00 PM JST on July 15, 2016.**

Note: After online application, applicants must scan all the application documents (see "5. Application Documents") in PDF format and send them via email by July 15.

Email address: daigakuinkyou@mail.sci.hokudai.ac.jp

- ◆ **Deadline for submission of the application documents: 5:00 PM JST on July 25, 2016.**

Note: Aside from sending PDF file, applicants must send hard copies of the application documents by registered mail after online application registration. They must be received by the deadline.

4. Application Procedure and Entrance Examination Fee

Applications will be accepted from those who complete the following procedure (①–③) during “3. Application Period.”

① Online Application Registration

- 1) Access the Hokkaido University Internet Application website (<http://e-apply.jp/e/hokudai-lsci/>) using the password received from your prospective supervisor.

Notes:

- i. **Detailed information on the online application procedure has been posted on the website, so please read the operation procedures and precautions in advance.**
 - ii. Applicants should have (or have access to) a printer for printing the application documents, and have an email address capable of receiving notification of registration and payment (**not a mobile email address**).
- 2) Follow the instructions on the screen and enter the necessary information.
 - 3) After all necessary information has been provided, notification of completion of the registration will be sent to the email address you submitted.

② Payment of the Entrance Examination Fee

Pay the entrance examination fee in accordance with the instructions provided on the payment procedures screen shown after you complete the online application registration process. Use one of the following methods to make the payment. (Required information and procedures differ depending on the payment method you choose). Please follow the instructions on the screen.

Entrance Examination Fee: 30,000 yen

- I. Credit card.
- II. Pay-easy (bank ATM, Japan Post bank ATM, or online banking), convenience store, Japan Net Bank, or eBank.
- III. ChinaPay (online payment service offered by China UnionPay).

Note:

- 1) Japanese Government (MEXT) scholarship students, students in the State-Sponsored Scholarship Program of the China Scholarship Council, and students having a Hokkaido University President’s Fellowship (including those who are expected to receive these scholarships) are not required to pay the examination fee.
*MEXT scholarship students recommended by universities other than Hokkaido University are required to submit a copy of a letter verifying that they have received this scholarship.
- 2) The examination fee is not refundable except in the following cases:
 - The applicant has not submitted an application, or the application was rejected after the application fee was remitted.
 - The applicant paid the examination fee twice by mistake.

③ Submission of Application Documents

- 1) Print the application form and resume that were generated after you completed of the online application registration process and send them along with all other necessary documents (see “5. Application Documents”) in an envelope; affix one of the address labels (printed with the application form and resume) to the envelope, and send it by registered mail (It must be received by the deadline.). Please note that the application documents will not be returned once submitted.

**To: The Graduate School Educational Affairs Section
 Science and Life Science Administration Department
 Hokkaido University
 Kita-10 Nishi-8, Kita-ku, Sapporo 060-0810, Japan**

- 2) The application is considered complete once all documents are received by the Graduate School. Please note that completion of the online application registration alone does not constitute completion of the application procedure.
- Applications received after the application period will not be accepted, so be sure to leave enough time for postal delivery.

5. Application Documents

| Documents | | Remarks |
|-----------|--|---|
| 1 | Application Form and Resume. | Print the application form and resume that were generated after completion of the online application registration process, and submit them (print on A-4 size pages). |
| 2 | Photograph (for Resume) | One photograph (4cm×3cm) |
| 3 | Official Transcript issued by the last academic institution previously attended. | An applicant can also attach recommendation letters from faculty members at academic institutions previously attended. |
| 4 | Official Certificate of Graduation or Expected Graduation issued by the last academic institution previously attended. | |
| 5 | Copy of Passport | Submit a copy of the page of your passport with your name on it. |
| 6 | Other documents that the prospective supervisor requests. | |

6. Screening Method

The Graduate School will assess applicants on the basis of their application form, resume, official transcripts from academic institutions previously attended, recommendation letter from the prospective supervisor, and all other documents submitted.

7. Announcement of Application Results

Successful applicants will be announced on the bulletin board on the ground floor of the Graduate School of Science (large lobby inside north entrance to Building 2) and in the entrance hall in the Graduate School of Pharmaceutical Science, Hokkaido University around 4:30 PM on August 5, 2016. All applicants will also receive the results by mail.

8. Procedures for Enrollment Registration and Fees*

All successful applicants will be notified how to proceed with enrollment registration.

Enrollment Fee: 282,000 yen (estimated).

Tuition Fee: 267,900 yen.

[For the first semester. Total annual tuition fee = 535,800 yen] (estimated).

*Tuition and fees are subject to revision at the time of or during your enrollment. In the event of a revision, the revised amounts are immediately applied.

If you have any questions regarding application procedures, please contact the following:

Graduate School Educational Affairs Section

Science and Life Science Administration Department

Hokkaido University

Kita-10 Nishi-8 Kita-ku, Sapporo 060-0810, Japan

E-mail: daigakuinkyou@mail.sci.hokudai.ac.jp

Graduate School of Life Science, Hokkaido University

<http://www.lfsci.hokudai.ac.jp/graduate-school/>