

Academic Year 2017

Division of Life Science
Graduate School of Life Science
Hokkaido University
(Transdisciplinary Life Science Course
Biosystems Science Course)

Master's Course
(First Part of Doctoral Program)

Second Selection

Guidelines for Application for the
Entrance Examination

(Admission for International Students Residing in Japan)

November 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.

I. General Category

1. Admission Quota

Division of Life Science	Admission Quota
Transdisciplinary Life Science Course	A few students
Biosystems Science Course	

2. Eligible Applicants

Applicants must fulfill one of the following criteria.

- (1) Graduation or expected graduation from a college, prior to admission to the Graduate School.
- (2) Received or are expected to receive an undergraduate degree in conformity with Article 104, Clause 4, of the School Education Law (1947, Law No. 26), prior to admission to the Graduate School.
- (3) Completion or expected completion of a 16-year overseas school education course, prior to admission to the Graduate School.
- (4) Completion or expected completion of a 16-year course of education in Japan through a distant learning course offered by an overseas educational institution, prior to admission to the Graduate School.
- (5) Completion or expected completion of education at an institution in Japan that is recognized as equivalent to a university by a foreign country (limited to individuals who are recognized by a foreign educational system as having completed 16 years of education) and that is designated by the Minister of Education, Culture, Sports, Science, and Technology, prior to admission to the Graduate School.
- (6) Prior to admission to the Graduate School, received a degree equivalent to a Bachelor degree from overseas universities or other foreign schools that require more than three years of course work. Institutions should be rated by certified persons from the foreign government or institutions concerned, or satisfy the conditions set by the Ministry of Education, Culture, Sports, Science and Technology about general conditions of the educational research activities. This includes distant-learning degree program completed in Japan offered by an overseas educational institution that shall be recognized as equivalent to a university by a foreign country and designated by preceding item.
- (7) Completion of a specialized course at a vocational school (limited to courses with a duration of four years or more and that satisfy the conditions set by the Ministry of Education, Culture, Sports, Science and Technology) designated by the Ministry after the date set by the Ministry, prior to admission to the Graduate School.

- (8) Designation by the Ministry of Education, Culture, Sports, Science and Technology (February 7, 1953 Ministry of Education Notification No. 5).
- (9) Have spent three or more years studying at a college or completed a 15-year overseas school education course, and be recognized by the Graduate School as having completed the prescribed number of credits with an excellent academic record.
- (10) Be recognized by the Graduate School as having an academic aptitude equivalent to or higher than that of university graduates, as verified by individual admission qualification screening, and be at least age 22 before admission to the Graduate School.

3. Pre-assessment of Applicants' Qualifications

Application Period for Pre-assessment: November 24 – November 28, 2016

The Pre-assessment of Applicants' Qualifications is held prior to the application period for the entrance examination. Applicants under (9) or (10) in "2. Eligible Applicants" must apply for this by submitting "5. Application Documents" during the above period.

Applicants who apply for the Pre-assessment of Applicants' Qualifications should not pay the entrance examination fee when they apply for the pre-assessment. They should pay the entrance examination fee after referring to the notes below. The Graduate School Educational Affairs Section is open from 9:00 AM – 4:00 PM, except on Saturdays, Sundays, and national holidays; if you mail the documents, they must be received by the deadline.

Notes:

The pre-assessment application results will be sent to applicants around December 1, 2016, by mail; once their qualifications have been accepted by the pre-assessment, applicants must pay the examination fee, referring to "7. Entrance Examination Fee," and submit the payment certificate by December 16, 2016. If the Educational Affairs Section does not receive the payment certificate during the application period, the application will not be accepted and will be regarded as canceled.

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.

4. Application Period

December 12 – December 16, 2016

Applicants under (1) – (8) in "2. Eligible Applicants"

Submit the completed application documents (see "5. Application Documents") with the payment certificate (E) (see "7. Entrance Examination Fee") during the application period. Applications will be accepted 9:00 AM – 4:00 PM, except on Saturdays, Sundays, and national holidays. If you mail the application documents, they must be received by the deadline.

5. Application Documents

- Applicants under (9) or (10) in "2. Eligible Applicants" must submit the following documents during the application period for "3. Pre-assessment of Applicants' Qualifications."
- In the following chart, "○" indicates documents that must be submitted; "△" indicates documents that must be submitted for those who fall into the following "Remarks".

Documents	Applicants			Remarks
	(1)(2) (3)(4) (5)(6) (7)(8)	(9)	(10)	
1 Application Form, Resume, Admission Ticket and Photo Card.	○	○	○	Prescribed. Applicants who have completed a distant learning course offered by an overseas educational institution or an overseas school education course are required to attach Resume B .

Documents		Applicants			Remarks
		(1)(2) (3)(4) (5)(6) (7)(8)	(9)	(10)	
2	Official Transcript issued by the last academic institution previously attended.	○	○	○	Applicants under (9) in “2. Eligible applicants” should submit a transcript issued by their current academic institution.
3	Official Certificate of Graduation, or Expected Graduation, issued by the last academic institution previously attended; Certificate of Degree Conferral, or Certificate of Expected Degree Conferral.	○	△	○	Applicants under (2) in “2. Eligible Applicants” should submit an Official Certificate of Degree (expected) issued by the National Institution for Academic Degrees and University Evaluation (NIAD-UE).
4	Documents certifying that the applicant has academic skills equal to or greater than those of a college graduate.			○	Discretionary format. e.g., documents detailing international activities, work experience, or language learning experience; research papers; patent publications; certificates of qualification; recommendation letters from supervisors at schools previously attended.
5	List of preferred supervisors.	○	○	○	Prescribed. Directly contact supervisors you prefer in advance.
6	Self-addressed envelope to receive the admission ticket for the entrance examination.	○	○	○	Prescribed. Write your name and mailing address on an envelope with a 362-yen stamp attached. If you change your address after applying, please notify the Graduate School Educational Affairs Section, Science and Life Science Administration Department, Hokkaido University.
7	Stickers for notification of the application results and for communication purposes.	○	○	○	Prescribed. Write your name and mailing address on each sticker. If you change your address after applying, please notify the Graduate School Educational Affairs Section, Science and Life Science Administration Department, Hokkaido University.
8	Essays	○	○	○	Prescribed. 1. Please submit an essay on each of the following topics. (1) Reasons for applying (about one-half A-4 page, 12-point font, single spaced) (2) Previous (graduate) study (two A-4 pages, 12-point font, single spaced). 2. Useful information. (1)Essays can be submitted in either English or Japanese. (2)Illustration and tables can be included. (3)The use of a computer word processor is recommended. 3. Form and Format. (1) Use the proscribed form for essays. Please provide necessary information on the proscribed form. It is acceptable to another sheet over the appropriate section of the proscribed form. (2) Using separate sheets for essays. Please provide necessary information on the proscribed form, but attach extra A4-size sheets if necessary (Write the course you wish to apply for and your full name on these sheets.).

Documents	Applicants			Remarks
	(1)(2) (3)(4) (5)(6) (7)(8)	(9)	(10)	
9 Evidence of English proficiency. (the original score sheets of TOEFL, TOEIC).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p>On applying, applicants must submit either following English score sheets ① or ②. The test must have been taken after July 2014. In case applicants cannot submit the score sheets during application period, please note that English evaluation is treated as no score.</p> <p>①. TOEFL-iBT, or TOEFL-ITP 1) TOEFL-iBT Submit Examinee Score Report mailed to examinees from American ETS. The printed-out score sheets on web site are not accepted. 2) TOEFL-ITP Submit original Individual Score Card (photocopies of the score sheets are not accepted).</p> <p>②. TOEIC Public Testing Submit Official Score Certificate. The printed-out score certificates on a web site are not acceptable.</p> <p>Please note that other than the above scores are not evaluated. Those who took an examination on the first selection (held on August 23 and 24, 2016) or the fall special selection (held on October 25 or 26, 2016) and already submitted the score sheets are exempted from submitting them. If you apply to those, check the appropriate box in the application document. (If you wish, you may submit new score sheets.)</p>
10 Self-addressed envelope for notification of the pre-assessment results.		<input type="radio"/>	<input type="radio"/>	Write your name and mailing address on a standard envelope with an 82-yen stamp attached.

6. Submission of Application Documents

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

If you send your application documents by mail, **please indicate “Application for Graduate School Enclosed” in red** on the envelope and send it **by registered mail**.

7. Entrance Examination Fee: 30,000 yen

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 Remit the examination fee to the bank account or post office account designated by this University, using the payment slip for the entrance examination fee which is enclosed with the application forms, and attach the payment certificate to the appropriate section on the application form.

- ③ 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 examination fee was remitted.
 - The applicant paid the examination fee twice by mistake.

8. Selection Criteria (Common Documents in all courses)

- ① Assessment of English Score
Assessment of the English proficiency based on the original score sheets of TOEFL (iBT or ITP) or TOEIC Public Testing.
* For more details, please refer to the “5. Application Documents”.
- ② Oral Examination
In this examination, applicants are questioned on their specialized scientific knowledge, general scientific knowledge, and research motivation based upon their written essays [“1. Reason for applying” and “2. Previous (graduate) study”].
- ③ Oral Examination Scoring and Specific Evaluation Criteria
The graduate school will assess applicants on the basis of their basic knowledge, motivation for conducting research, and potential research capability.
- ④ Selection Criteria
The graduate school will assess applicants on the basis of the results of the external English proficiency scores, oral examinations, and on the details of their transcripts and other information provided.

9. Entrance Examination Sites

Graduate School of Life Science, Hokkaido University
Kita-10 Nishi-8 Kita-ku, Sapporo 060-0810, Japan

Details will be sent to applicants along with the admission ticket for the entrance examination.

10. Date & Time of Examination

January 18 or January 19, 2017

Details will be sent to applicants along with the admission ticket for the entrance examination.

11. 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 January 26, 2017. All applicants will also receive the results by mail.

Also, the examinee's number will be posted on the Web site of the Graduate School of Life Science, Hokkaido University.

12. Procedures for Enrollment and Payment of 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 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.

13. Precautions

- ① Make sure to bring your admission ticket for the entrance examination on the day of examination.
- ② Please consult with the Graduate School Educational Affairs Section in advance if you will have physical difficulties in taking the examination.

14. Long-term Graduate System

The Long-term Graduate System is an option in the Graduate School of Life Science. If you wish to take advantage of this system, please apply after referring to “Information on the Long-term Graduate System”.

15. Other Information

The admission ticket for the entrance examination will be sent to all applicants around January 6, 2017.

If you have any questions regarding the application procedure, 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/en/>

Information on the Long-term Graduate System

1. Aims of the Long-term Graduate System

Under the Long-term Graduate System, a student can request an individual review by the graduate school and be accepted to complete a course in a planned manner within a period longer than the regular course term (2 years), for certain reasons such as responsibilities of work, or child and family care.

2. Intended Students

Applicants fulfilling one of the criteria below, who want to set a period of study in advance longer than the regular course term to complete an academic (research) course.

- ① Have a full-time job in a public office or company (excluding people who are exempt from job duty but receive a salary), or are self-employed.
- ② Have a part-time job that makes it stressful to engage in full-time academic work.
- ③ Are taking care of children or other family members, which makes it stressful to engage in full-time academic work.

3. Attendance Period

The attendance period for the Long-term Graduate System is up to 4 years, and a student can apply for the system by the year.

Once the application is accepted, the student can attend school for up to the accepted period, with the possibility of an additional 2 years.

Students can also take a temporary leave of absence from school for up to 2 years.

4. Procedures for Applying for Long-term Graduate Status

(1) Application Period

Please submit complete application documents for the Long-term Graduate System and for the entrance examination together.

(2) Required Documents

- ① Application Form for Long-term Graduate System (Form 1).
- ② Research Plan Under Long-term Graduate System (Form 2).
- ③ Documents that prove that an applicant needs to complete an academic course under the Long-term Graduate System (discretionary format).

(3) Announcement of Application Results

The Graduate School individually assesses each application for Long-term Graduate Status, and will notify the results to all the successful applicants of the entrance examination.

5. Annual Tuition Fee

The annual tuition fee is determined by the calculation below for every year of the term.

$$\begin{array}{l} \text{Annual tuition fee as} \\ \text{a Long-term Graduate} \\ \text{Student} \end{array} = \begin{array}{l} \text{Annual tuition fee for} \\ \text{his/her attending year} \end{array} \times \frac{\text{Regular course term (2 years)}}{\text{Period of his/her accepted} \\ \text{Long-term Course (years)}}$$

6. Other Information

For the details regarding the Long-term Graduate System and request for application documents, please contact the Graduate School Educational Affairs Section, Science and Life Science Administration Department, Hokkaido University.