

Academic Year 2020

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

Master's Course

(Former Period of Doctoral Program)

First Selection of 2020

**Application Guidelines for
Entrance Examination**

For enrollment October 2019 or April 2020

(Admission for International Students Residing in Japan)

June 2019

Schedule for Entrance Examination Graduate School of Life Science 2020

Division of Life Science / Division of Soft Matter : Master's Course (Former Period of Doctoral Program)

Master Course	Open Division and Course	Examination Date
First Selection	Division of Life Science - Transdisciplinary Life Science Course, Biosystems Science Course, Biomedical and Pharmaceutical Science Course Division of Soft Matter	August 20 – 21, 2019
Fall Special Selection	*This selection will be conducted only if the admission capacity does not reach the maximum number allotted for each division and course in the First Selection.	October 24 – 25, 2019 (tentative)
Second Selection	Division of Life Science (Tentative) - Transdisciplinary Life Science Course, Biosystems Science Course Division of Soft Matter (Tentative)	January 15 – 16, 2020 (tentative)

* It will be announced on the web site in early September whether the fall special selection is carried out or not.

* The guidelines for the second selection will be issued in November and announced on the website.

* If you wish to work with a particular supervisor or in a specified laboratory, please apply for the first selection.

The capacity of students for each supervisor and laboratory is limited. Therefore, applicants may be assigned to a laboratory (other than the one they chose) in the same division if the fixed number is exceeded.

Personal Information Management by Hokkaido University

- (1) In handling personal information obtained from applicants, Hokkaido University makes every effort to protect this information through appropriate management based on the “National University Corporation Hokkaido University Personal Information Management Rules” 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 by the University to engage in the relevant operations (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 duties.
- (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.), 3) career support and 4) business operations related to their tuition fees and other expenses.
- (5) Among the personal information of (4), only name and address may be used to contact from Hokkaido University Frontier Foundation, Hokkaido University Athletic Union, Alumni Association of the School of Science, Alumni Association of the Faculty of Pharmaceutical Sciences and Alumni Association Elm of Hokkaido University under safety measure.

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, science, pharmaceutical science, medicine, and agriculture.

<Division of Life Science>

The educational goal of training in the Division 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.

<Division of Soft Matter>

The Division of Soft Matter seeks students who desire to be capable of integrating material science and a wide range of life science and developing soft matter science, understanding the structure and function of living matter from the viewpoint of material science, designing and constructing advanced soft matter and applying those findings to other fields.

The Division especially seeks following students.

1. Students who wish to learn basic physics, chemistry and biology and to develop analytical and manufacturing techniques in the field of soft matter.
2. Students who wish to acquire technical capabilities for advanced scientific research and to have a strong intention to become educators, researchers or research professional in private firms.

General Category

1. Admission Quota

Division and Course	Admission Quota
Division of Life Science Transdisciplinary Life Science Course Biosystems Science Course Biomedical and Pharmaceutical Science Course	116 students
Division of Soft Matter	16 students

2. Eligibility

Applicants must fulfill one of the following criteria.

- (1) Graduated or are expected graduated from a college, prior to admission.
- (2) Received or are expected to receive a bachelor's degree prior to admission to the Graduate School in accordance with Article 104, Clause 7, of the School Education Act (Act No. 26 of 1947).
- (3) Completed or are expected to complete 16 years of school education outside Japan, prior to admission.
- (4) Completed or are expected to complete 16 years of school education of a foreign country through a distance-learning course offered by a school of that country while living in Japan, prior to admission.
- (5) Completed or are expected to complete education at an institution established in Japan that is recognized by the school education system of a foreign country as an equivalent to a university of that country (limited to individuals who are recognized as having completed 16 years of school education in that country) and that is

designated by the Minister of Education, Culture, Sports, Science, and Technology (MEXT), prior to admission.

- (6) Received or are expected to receive a degree equivalent to the bachelor's degree from a university or school outside Japan (limited to the university or school which has received evaluation from the person who is authorized by the government of that country or the relevant agencies regarding the overall performance of its education and research activities, or which has been separately designated by MEXT as equivalent to the aforementioned) by completing a program that require three years or more of course work (including the case of completing a distance-learning course offered by a school of that country while living in Japan, and the case of completing a study at the institution recognized by the school education system of that country and designated by MEXT as referred to in (5)).
- (7) Completed or are expected to complete a specialist training course at a vocational school (limited to a course with a period of four years or more and that satisfies the conditions set by the MEXT) that is designated separately by the MEXT after the date set by the MEXT.
- (8) Have been designated by the MEXT (February 7, 1953 Ministry of Education Notification No. 5).
- (9) Have attended a university for three years or more or completed 15 years of school education outside Japan (including the case of completing a distance-learning course offered by a school of that country while living in Japan), and are recognized by the Graduate School of Life Science as having earned the required number of credits with an excellent academic record.
- (10) Are recognized as having an academic aptitude equivalent or superior to the university graduates through the screening for entrance eligibility conducted by the Graduate School of Life Science, and have reached the age of 22.

* Applicants who wish to enroll in October 2019 must indicate so by checking the appropriate box on the application form.

3. Pre-assessment of Qualification

Application Period for Pre-assessment: June 24 – June 26, 2019

The Pre-assessment of Qualifications is held prior to the application period for the entrance examination. Applicants who fall under (9) or (10) in “2. Eligible Applicants” must go through this by submitting “5. Application Documents” during the period described above. To receive the result, please enclose a self-addressed envelope with an 82-yen stamp affixed.

Applicants who apply for the Pre-assessment of Qualifications should not pay the entrance examination fee at the time of the pre-assessment. They should pay the entrance examination fee in accordance with the notes below. Application will be accepted at the Graduate School Educational Affairs Section between 9:00 AM and 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 July 9, 2019, by mail; once their qualifications have been accepted by the pre-assessment, applicants must pay the examination fee, in accordance with “7. Entrance Examination Fee,” and submit the payment certificate by July 22, 2019. 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.

Students who will receive the Japanese Government (MEXT) scholarship, the State-Sponsored Scholarship Program of the China Scholarship Council or the 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

Application Period: July 16 – July 22, 2019

Applicants who fall under (1) – (8) in “2. Eligibility”

Submit the completed application documents (see “5. Application Documents”) together with the payment certificate (E) (see “7. Entrance Examination Fee”) during the application period. Applications will be accepted between 9:00 AM and 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 who fall under (9) or (10) in “2. Eligibility” must submit the following documents during the application period described in “3. Pre-assessment of Qualifications.”

* In the following chart, “○” indicates documents that must be submitted by all applicants, while “△” 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 .
2	Official Transcript issued by the last academic institution previously attended.	○	○	○	Applicants under (9) in “2. Eligibility” 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. Eligibility” should submit an Official Certificate of Degree (expected) issued by the National Institution for Academic Degrees and Quality Enhancement of Higher Education (NIAD-QE).
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	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 2017.</p> <p>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</p> <p>1) TOEFL-iBT Submit Examinee Score Report mailed to examinees from American ETS. The printed- out score sheets on web site are not accepted.</p> <p>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.</p>
9	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.

* Upon applying, those who cannot submit the score sheets of TOEFL etc. by the deadline should inform the Graduate School Educational Affairs Section, Science and Life Science Administration Department.

◎ Documents specified by course [Prescribed: Attachment 1]

Division of Life Science (Transdisciplinary Life Science Course) Division of Soft Matter	Summary of Research	Summarize “Graduation thesis of University” or “Proposed research in Hokkaido University” in one page A4-sized paper (Form 1) containing (a) no fewer than 800 words, nor more than 1,200 words in Japanese, or (b) no fewer than 400 words, nor more than 600 words in English. Write applicant’s name and title, and divide text into each item such as outline, aim etc. On oral examinations, applicants will be questioned about two items with referring admission policy: (A) General inquiries about the reason for applying and the research aspiration (B) The basic knowledge and the academic skills related to research summary submitted.
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6. Where to Submit

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 mark “Application for Graduate School Enclosed” in red on the envelope and send it by express mail.

7. Entrance Examination Fee: 30,000 yen

- (1) Students who will receive the Japanese Government (MEXT) scholarship, the State-Sponsored Scholarship Program of the China Scholarship Council or the 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 through the bank account or post office account designated by this University, by 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. Screening Method

The Graduate School of Life Science will assess applicants on the basis of their entrance examination (written and oral exams), TOEFL-iBT or TOEFL-ITP or TOEIC Public Testing scores and the applicants’ transcripts.

Examination

English: applicants are evaluated based on TOEFL-iBT or TOEFL-ITP or TOEIC Public Testing scores.

Specialized subjects: applicants must answer questions of the course they applied for.

Please refer to the website for the scope of the exam.

- [1] Applicants who apply for the Division of Life Science (Transdisciplinary Life Science Course) and the Division of Soft Matter are exempted from taking the written examination.
- [2] Applicants who apply for the Division of Life Science (Transdisciplinary Life Science Course) and the Division of Soft Matter are required to take two kinds of oral examinations: (A) general questions of the reason for applying and the research aspiration etc. (B) explanation of research outline submitted, and basic knowledge and academic skills related to the content.
- [3] Applicants who apply for the Division of Life Science (Transdisciplinary Life Science Course) and the Division of Soft Matter might be exempted from one of the oral examinations “(B) explanation of research outline submitted, and basic knowledge and academic skills related to the content” depending on the “Transcripts” submitted. (Applicants who are exempt from taking the examination will be notified by mail with the admission ticket for the entrance examination).

[4] Submission of English Scores

On applying, applicants must submit either following English score sheets ①TOEFL (iBT or ITP) or ② TOEIC Public Testing scores. The test must have been taken after July 2017. In case applicants can not submit the score sheets by deadline, please note that applicants are regarded as no holder of English scores.

Upon applying, those who cannot submit the score sheets of TOEFL etc. by the deadline should inform the Graduate School Educational Affairs Section, Science and Life Science Administration Department.

9. Date & Time of Examination

Date & Time of Examination: August 20 – August 21, 2019

Date Time	August 20		August 21	
	AM	PM	AM	PM
Division of Life Science (Transdisciplinary Life Science Course)	Oral examination (A)(B)	Oral examination (A)(B)	Oral examination (A)(B)	Oral examination (A)(B)
Division of Life Science (Biosystems Science Course)		Specialized subjects examination		
Division of Life Science (Biomedical and Pharmaceutical Science Course)	Specialized subjects examination		Oral examination	Oral examination
Division of Soft Matter	Oral examination (A)(B)	Oral examination (A)(B)	Oral examination (A)(B)	Oral examination (A)(B)

* The Graduate School will send applicants detailed information on the entrance examination.

* Application to more than one division/course is not acceptable.

10. Announcement of Application Results

Successful applicants will be announced on the bulletin board on the ground floor of the Faculty of Science (large lobby inside north entrance to Building 2 (Lower Wing)) and in the entrance hall in the Faculty of Pharmaceutical Science, Hokkaido University, around 4:30 PM on September 3, 2019. All applicants are notified of 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.

11. Procedures for Enrollment and Payment of Fees*

All successful applicants will be notified of the registration procedure at the time of notification of results.

Enrollment Fee: 282,000 yen (estimated).

Tuition Fee: 267,900 yen.

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

* If the tuition fee is revised during the period of your enrollment, the revised fee becomes effective immediately.

12. Important Notice

- (1) Make sure to bring your admission ticket on the day of examination and put it on your desk.
- (2) Please consult with the Graduate School Educational Affairs Section in advance if you have physical difficulties in taking the examination.

13. Extending the Period of Registration

It is possible to extend the standard years of study at the Graduate School of Life Science. Read “Extending the Period of Registration” on page 8, and submit an application if you wish to take advantage of this system.

14. Other Information

The admission ticket for the entrance examination will be sent to all applicants around August 6, 2019.

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

<p>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: r-gakuin@sci.hokudai.ac.jp Graduate School of Life Science, Hokkaido University https://www.lfsci.hokudai.ac.jp/en/</p>
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Extending the Period of Registration

1. Aims

When students under special circumstances such as having a job, etc. (including child and nursing care) have asked for an extension to complete the program for a period exceeding the standard years of study (2 years) with a scheduled plan of study, such scheduled study (hereinafter referred to as "Extended Period of Registration") may be approved after reviewing their application.

2. Intended Students

Students who fall under one of the criteria below and for that reason, wish to set the study period longer than the standard period to complete an academic (research) course:

- (1) Have a full-time job in a public office or company (excluding those who are exempt from job duty but receive a salary), or are self-employed;
- (2) Have a part-time job that has a significant influence on the full-time academic work;
- (3) Are taking care of children or other family members, which has a significant influence on the full-time academic work; or
- (4) Are visually impaired, hearing impaired, physically handicapped, etc., which are deemed to have a significant influence on the academic work for an extended period of time.

3. Attendance Period

The period approved for the Extended Period of Registration is up to 4 years for the master's degree program, and a student can apply for extension by the year. Students who have been approved of Extended Period of Registration may not continue their study beyond the period of adding two years to the Extended Period of Registration.

Students may take a temporary leave of absence from school for up to 2 years, the same as the students under the standard period of study.

4. Application Procedure

(1) Application Period

Please submit complete application documents for Extended Period of Registration and for the entrance examination together.

(2) Required Documents

- ① Application Form for Extended Period of Registration (Form 1)
- ② Research Plan Under Extended Period of Registration (Form 2)
- ③ Documents to prove that an applicant needs to apply for Extended Period of Registration (discretionary format).

(3) Announcement of Application Results

The Graduate School of Life Science reviews each application individually 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.

$$\text{Annual tuition fee for students approved to study for an extended period} = \text{Annual tuition fee for his/her attending year} \times \frac{\text{Regular course term (2 years)}}{\text{Number of years approved for extended study (years)}}$$

6. Other Information

For the details about Extended Period of Registration and request for application documents, please contact the Graduate School Educational Affairs Section, Science and Life Science Administration Department, Hokkaido University.