

Academic Year 2020

Graduate School of Life Science

Hokkaido University

Division of Life Science

Division of Soft Matter

Doctoral Course

(Latter Period of Doctoral Program)

Second Selection

Application Guidelines for the

Entrance Examination

(Admission for International Students Residing in Japan)

November 2019

Schedule for Entrance Examination Graduate School of Life Science 2020

Division of Life Science and Division of Soft Matter
: Doctoral Course (Latter Period of Doctoral Program)

Doctoral Course	Open Division and Course	Examination Date
Second Selection	Division of Life Science Transdisciplinary Life Science Course, Biosystems Science Course, Biomedical and Pharmaceutical Science Course Division of Soft Matter	January 15 or 16, 2020

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.

The division welcomes students with exceptional abilities to analyze and examine a subject and strong desire to conduct innovative and original research, and understand;

- Basic structure and functions of living matter such as cellular biology and molecular biology
- Higher biological function such as physiology and developmental biology
- Structure and functions of individual molecules and their constituents
- Diversity and common principles of life phenomena

<Division of Soft Matter>

The Division of Soft Matter seeks students who desire to be capable of integrating material sciences 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 matters and applying those to other fields.

The Division especially seeks students who desire to have excellent analytical and discussion skills and to conduct highly original research, such as hierarchy process of soft matters from the microscopic to macroscopic scales and associating principle of dynamic emergent function, designing and constructing advanced soft matter.

General Category

1. Admission Quota

(This includes the admission quota for working and international applicants in each Division/course.)

Division and Course	Admission Quota (Enrollment April 2020)
Division of Life Science	18 students
Transdisciplinary Life Science Course	
Biosystems Science Course	
Biomedical and Pharmaceutical Science Course	
Division of Soft Matter	A few students

2. Eligibility

Applicants must fulfill one of the following criteria.

A Received or are expected to receive a Master's degree or a professional degree (refers to the professional degree stipulated in Article 5-2 of the Degree Regulations (Ordinance of the Ministry of Education, Science and Culture No. 9 of 1953) in accordance with the provisions of Article 104, Clause 3, of the School Education Act), prior to admission to the Graduate School.

B Received or are expected to receive a degree equivalent to a Master's degree or a professional degree at a university outside Japan prior to admission to the Graduate School.

C Received or are expected to receive a degree equivalent to a master's degree or a professional degree by completing course subjects through a distance-learning course offered by a school of a foreign country while living in Japan prior to admission.

D Received or are expected to receive a degree equivalent to a master's degree or a professional degree by completing a school education at an institution established in Japan that is recognized by the school education system of a country other than Japan as an equivalent of the graduate school of that country and is designated separately by the Ministry of Education, Culture, Sports, Science and Technology (MEXT).

E Received or are expected to receive a degree equivalent to the master's degree by completing a course at the United Nations University which was established based on the United Nations General Assembly Resolution of December 11 of 1972, stipulated in Article 1(2) of the Act on Special Measures Concerning the Enforcement of the Agreement between the United Nations and Japan about the Headquarters of the United Nations University (Act No. 72 of 1976).

F Are recognized as having academic aptitude equivalent or superior to those who hold a master's degree by completing a school education provided by a school of a foreign country, an educational institution designated in (4) above, or the United Nations University, and by passing an examination or screening or equivalent specified in Article 16-2 of the Standards for the Establishment of Graduate Schools.

G Have been designated by MEXT (Ministry of Education Notification No. 118 of 1989);

① Graduated from a university, engaged in research at a university or a research institute for two years or longer, and are recognized by the Graduate School of Life Science as having reached an academic level equivalent or superior to a master's degree holder, based on research results.

② Completed 16 years of school education outside Japan, or completed 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, and subsequently engaged in research at a university or a research institute for two years or longer, and are recognized by the Graduate School of Life Science as having reached an academic level equivalent or superior to a master's degree holder, based on research results.

H Are recognized as having academic aptitude equivalent or superior to a master's degree holder or a professional degree holder through the screening for entrance eligibility conducted by the Graduate School of Science, and have reached the age of 24.

3. Pre-assessment of Qualification

Application Period for Pre-assessment: November 20 – November 22, 2019

The Pre-assessment of Qualifications is held prior to the application period for the entrance examination. Applicants who fall under G or H 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 December 3, 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 December 13, 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 cancel.

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: December 9 – December 13, 2019

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.

Applicants who fall under A – F in “2. Eligibility”

Submit “5. Application Documents” together with the payment certificate (E) during the application period. Applicants expecting to complete a Master's Course in the Graduate School of Hokkaido University, 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.
Please refer to “7. Entrance Examination Fee” for more details.

Applicants who fall under G or H in “Eligibility”

Please refer to “3. Pre-assessment of Qualifications” for details.

5. Application Documents

* Applicants who fall under G or H in “2. Eligibility” must submit the following documents during the application period described in “3. Pre-assessment of Qualifications.”

* In the following table, “○” 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
		A, B C, D E, F	G, H	
1	Application Form, Resume, Admission Ticket and Photo Card.	○	○	Prescribed. Applicants who have completed a correspondence course offered by an overseas educational institution or an overseas school education course are required to attach Resume B .
2	Research Plan after enrollment.	○	○	Prescribed.
3	Certificate of Research Career.		○	Discretionary format. Certificate issued by a dean, department chair or supervisor at a university, institution, or company concerning the applicant’s research topics and period of research.
4	Official Transcript issued by the last academic institution previously attended.	○	○	Applicants from the Master's Course in the Graduate School of Life Science, Hokkaido University, are not required to submit this document.
5	Official Certificate of Graduation or Expected Graduation issued by the last academic institution previously attended, or Official Certificate of Degree.	○	○	① Applicants from the Master's Course in the Graduate School of Life Science, Hokkaido University, are not required to submit this document. ② Applicants under F in “2. Eligible Applicants” are required to submit an Official Certificate of Qualifying Examination.
6	Summary of research during the Master’s Course.	△		Only for applicants for the Biomedical and Pharmaceutical Science Course and who are expected to complete a Master’s Course (about three A-4 size pages).
7	Summary of research up to the present time.	△		Only for applicants for the Biomedical and Pharmaceutical Science Course and who hold a Master’s degree. Consult with prospective supervisors in advance.
8	List of preferred supervisors.	○	○	Prescribed. Directly contact supervisors you prefer in advance.
9	Summary of research experience and copies of research papers.	△	△	Discretionary format. As proof of their research experience and achievements, applicants may submit these supporting documents.
10	Self-addressed envelope to receive the admission ticket for the entrance examination.	○	○	Prescribed. Write your name and mailing address on an envelope with a 374-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.

Documents		Applicants		Remarks
		A, B C, D E, F	G, H	
11	Stickers for notification of the application results and for communication purposes.	<input type="radio"/>	<input type="radio"/>	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.
12	Self-addressed envelope for notification of the pre-assessment results.		<input type="radio"/>	Write your name and mailing address on a standard envelope with an 84-yen stamp attached.

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 registered express mail.

7. Entrance Examination Fee: 30,000 yen

- (1) Students who are expected to complete the Master’s Course offered by the graduate schools of Hokkaido University, or 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 Japanese Embassies/Consulates, authorities, or universities other than Hokkaido University are required to submit a copy of the letter proving that they will receive this scholarship.
- (2) Remit the examination fee through the bank or the post office by using the payment slip for the entrance examination fee which is enclosed in the application package, and attach the payment certificate to the appropriate section on the application form.
- (3) The examination fee is not refundable except the following cases:
 - The applicant has not submitted an application, or the application was not accepted 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 oral examination* and on their application documents.

* In the oral examination, applicants are questioned on their “Research Plan after enrollment” and documents submitted as optional extras, such as the summary of research experience or copies of research papers.

9. Date & Time and Place of Examination

Date & Time: January 15 or January 16, 2020

Place: Graduate School of Life Science, Hokkaido University

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

* It is not allowed to apply to more than one Course/Division.

10. 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 (Lower Wing)) and in the entrance hall in the Graduate School of Pharmaceutical Science, Hokkaido University, around 4:30 PM on January 23, 2020. 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 Fees*

All successful applicants will be notified of the registration procedure at the time of notification of results.
Enrollment Fee: 282,000 yen (estimated).

* Applicants expecting to complete a Master's Course in the Graduate School of Hokkaido University are not required to pay the enrollment fee.

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.
- (2) Please consult with the Graduate School Educational Affairs Section in advance if you will 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 10, 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 December 26, 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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II. Special Category for Working-Adults

1. Admission Quota

Division and Course	Admission Quota (Enrollment April 2020)
Division of Life Science Transdisciplinary Life Science Course Biosystems Science Course Biomedical and Pharmaceutical Science Course	A few students
Division of Soft Matter	A few students

2. Eligibility

Applicants who meet one of the following requirements and who are working as a researcher or technician in a research institution, educational institution, or company at the time of application, and who will continue the position after enrollment.

A Received a Master's degree or a professional degree (a professional degree as stipulated in Article 5-2 of the Degree Regulations (Ordinance of the Ministry of Education, Science and Culture No. 9 of 1953) in conformity with Article 104 Clause 3 of the School Education Act).

B Received a degree equivalent to a Master's degree or a professional degree at an institution outside Japan.

C Received a degree equivalent to a Master's degree or a professional degree by completing course subjects through a distance-learning course offered by a school of a foreign country while living in Japan.

D Received a degree equivalent to a master's degree or a professional degree by completing a school education at an institution established in Japan that is recognized by the school education system of a country other than Japan as an equivalent of the graduate school of that country and is designated separately by the Ministry of Education, Culture, Sports, Science and Technology (MEXT).

E Received a degree equivalent to the master's degree by completing a course at the United Nations University which was established based on the United Nations General Assembly Resolution of December 11 of 1972, stipulated in Article 1(2) of the Act on Special Measures Concerning the Enforcement of the Agreement between the United Nations and Japan about the Headquarters of the United Nations University (Act No. 72 of 1976).

F Are recognized as having academic aptitude equivalent or superior to those who hold a master's degree by completing a school education provided by a school of a foreign country, an educational institution designated in (D) above, or the United Nations University, and by passing an examination or screening or equivalent specified in Article 16-2 of the Standards for the Establishment of Graduate Schools.

G Have been designated by MEXT (Ministry of Education Notification No. 118 of 1989);

① Graduated from a university, engaged in research at a university or a research institute for two years or longer, and are recognized by the Graduate School of Science as having reached an academic level equivalent or superior to a master's degree holder, based on research results.

② Completed 16 years of school education outside Japan, or completed 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, and subsequently engaged in research at a university or a research institute for two years or longer, and are recognized by the Graduate School of Science as having reached an academic level equivalent or superior to a master's degree holder, based on research results.

H Are recognized as having academic aptitude equivalent or superior to a master's degree holder or a professional degree holder through the screening for entrance eligibility conducted by the Graduate School of Science, and have reached the age of 24.

3. Pre-assessment of Qualification

Application Period for Pre-assessment: November 20 – November 22, 2019

The Pre-assessment of Qualifications is held prior to the application period for the entrance examination. Applicants who fall under G or H 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 84-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 December 3, 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 December 13, 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: December 9 – December 13, 2019

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.

Applicants who fall under A – F in “2. Eligibility”

Submit “5. Application Documents” together with the payment certificate (E) during the application period. 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.

Please refer to “7. Entrance Examination Fee” for more details.

Applicants who fall under G or H in “Eligible Applicants”

Please refer to “3. Pre-assessment of Qualifications” for details.

5. Application Documents

* Applicants who fall under G or H in “2. Eligibility” must submit the following documents during the application period described in “3. Pre-assessment of Qualifications.”

* In the following table, “○” 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
	A, B C, D E, F	G, H	
1 Application Form, Resume, Admission Ticket and Photo Card.	○	○	Prescribed. Applicants who have completed a correspondence course offered by an overseas educational institution or an overseas school education course are required to attach Resume B .

Documents		Applicants		Remarks
		A, B C, D E, F	G, H	
2	Certificate of employment issued by a person with authority over personnel administration in the applicant's workplace.	○	○	Discretionary format. Successful applicants are required to submit written consent (to enroll in the Doctoral Course while continuing their employment) issued by this person, so please obtain consent in advance.
3	Research Plan after enrollment.	○	○	Prescribed.
4	Certificate of Research Career.		○	Discretionary format. Certificate issued by a principal or supervisor at a university, institution, or company concerning the applicant's research topics and period of research.
5	Official Transcript issued by the last academic institution previously attended.	○	○	Applicants from the Master's Course in the Graduate School of Life Science, Hokkaido University, are not required to submit this document.
6	Official Certificate of Graduation or Expected Graduation issued by the last academic institution previously attended, or Official Certificate of Degree.	○	○	① Applicants from the Master's Course in the Graduate School of Life Science, Hokkaido University, are not required to submit this document. ② Applicants under F in "2. Eligible Applicants" are required to submit an Official Certificate of Qualifying Examination.
7	Summary of research during the Master's Course	△		Only for applicants for the Biomedical and Pharmaceutical Science Course and who are expected to complete a Master's Course (about three A-4 size pages).
8	Summary of research up to the present time.	△		Only for applicants for the Biomedical and Pharmaceutical Science Course and who hold a Master's degree. Consult with prospective supervisors in advance.
9	List of preferred supervisors.	○	○	Prescribed. Directly contact supervisors you prefer in advance.
10	Summary of research experience and copies of research papers.	△	△	Discretionary format. As proof of their research experience and achievements, applicants may submit these supporting documents.
11	Recommendation letter(s) issued by a principal or supervisor at a university, institution, or company previously attended.	△	△	Discretionary format. Applicants may submit as optional extras.
12	Self-addressed envelope to receive the admission ticket for the entrance examination.	○	○	Prescribed. Write your name and mailing address on an envelope with a 374-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.
13	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.
14	Self-addressed envelope for notification of the pre-assessment results.		○	Write your name and mailing address on a standard envelope with an 84-yen stamp attached.

For 6-14, please see the “General Category.”

6. Where to Submit

7. Entrance Examination Fee

8. Screening Method

9. Date & Time of Examination

10. Announcement of Application Results

11. Procedures for Enrollment Registration and Fees

12. Important Notice

13. Extending the Period of Registration

14. Other Information

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

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 (3 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 6 years for the doctor'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 6 years.

Students may take a temporary leave of absence from school for up to 3 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.

$$\text{Annual tuition fee for students approved to study for an extended period} = \text{Annual tuition fee for his/her attending year} \times \frac{\text{Regular course term (3 years)}}{\text{Number of years approved for extended study (years)}}$$

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.