

Academic Year 2020

Graduate School of Life Science

Hokkaido University

Division of Life Science

Division of Soft Matter

Master's Course

(Former 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
: Master's Course (Former Period of Doctoral Program)

Master Course	Open Division and Course	Examination Date
Second Selection	Division of Life Science Transdisciplinary Life Science Course, Biosystems 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.

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 (Enrollment April 2020)
Division of Life Science	
Transdisciplinary Life Science Course	13 students
Biosystems Science Course	
Division of Soft Matter	A few 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.

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 (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 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 September 24, 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 October 1, 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

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 – 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 Applicants’ Qualifications.”

* In the following table, “○” indicates documents that must be submitted by all applicants, while “△” indicates documents that must be submitted by those who meet the definition in the “Remarks” .

Documents		Applicants			Remarks
		(1)(2) (3)(4) (5)(6) (7)(8)	(9)	(10)	
1	Application Form, Resume, Admission Ticket and Photo Card.	○	○	○	[Specified form] Applicants who have completed a school education outside Japan or a distance-learning course offered by a foreign educational institution must fill out Resume B.
2	Official Transcript issued by the most recent academic institution	○	○	○	Applicants under (9) in “2. Eligibility” must submit a transcript issued by their current academic institution.
3	Official Certificate of Graduation (or expected graduation) or Degree Conferral (or expected degree conferral) issued by the most recent academic institution	○	△	○	Applicants under (2) in “2. Eligibility” must submit an Official Certificate of Degree Conferral (or expected degree conferral) 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.	○	○	○	[Specified form] Directly contact supervisors you prefer in advance.
6	Self-addressed envelope to receive the admission ticket for the entrance examination.	○	○	○	[Specified envelope] Write your name, mailing address and postal code on an envelope with a 374-yen stamp attached. If you need to change your address afterwards, notify the Graduate School Educational Affairs Section immediately.
7	Stickers to receive application results and to be used for communication purposes	○	○	○	[Specified sticker] Write your name, mailing address and postal code on each sticker. If you need to change your address afterwards, notify the Graduate School Educational Affairs Section immediately.

Documents		Applicants			Remarks
		(1)(2) (3)(4) (5)(6) (7)(8)	(9)	(10)	
8	English proficiency certificate (the original score sheet of TOEFL or TOEIC)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p>On applying, applicants must submit either following score sheets ① or ②. The test must have been taken in or after July 2017.</p> <p>①. TOEFL-iBT, or TOEFL-ITP 1) TOEFL-iBT Submit the original 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. (*)</p> <p>②. TOEIC Public Testing Submit original Official Score Certificate. (*)</p> <p>Please note that other than the above scores are not evaluated.</p> <p>Those who took an examination on the first selection (held on August 20 and 21, 2019) or the fall special selection (held on October 24 and 25, 2019) 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>
9	Self-addressed envelope for notification of the pre-assessment results.		<input type="radio"/>	<input type="radio"/>	Write your name, mailing address and postal code on a standard envelope with an 84-yen stamp attached.

*** [Important] Submission of the English Proficiency Certificate (scoresheet)**

Submission of the English proficiency scoresheet during the application period is final. No additional scoresheets will be accepted to replace the original submission.

A printed version of the proficiency test results, available online is acceptable for the application if a hardcopy of the original scoresheet can be submitted in person or by postage by January 14, 2020.

If a hardcopy of the original scoresheet is not submitted by January 14, 2020, the proficiency test results will be considered invalid and regarded as a score of zero. In this case, the entrance examination fee will not be refunded.

© Documents specified by course [Specified form]

<p>Division of Life Science (Transdisciplinary Life Science Course)</p> <p>Division of Soft Matter</p>	<p>Summary of Research</p>	<p>Applicants for the Division of Life Science (Transdisciplinary Life Science Course) and Division of Soft Matter should 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.</p>
<p>Division of Life Science (Biosystems Science Course)</p>	<p>Essays</p>	<p>1. Applicants for the Division of Life Science (Biosystems Science Course) should submit an essay for each of the following two subjects: (1) Reasons for applying (no fewer than 200 words, nor more than 400 words in Japanese, or no fewer than 100 words, nor more than 200 words in English) (2) Previous (graduate) study (no fewer than 800 words, nor more than 1,000 words in Japanese, or no fewer than 400 words, nor more than 500 words in English)</p> <p>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.</p> <p>3. Form and Format. (1) Use the proscribed form for essays. Please provide necessary information on the prescribed form. It is acceptable to another sheet over the appropriate section of the prescribed form. (2) Using separate sheets for essays. Please provide necessary information on the prescribed form, but attach extra A4-size sheets if necessary (Write the course you wish to apply for and your full name on these sheets.).</p>

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 registered 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 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 a bank or a post office designated by this University, 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 in the following cases:

- The applicant has decided not to submit an application after the examination fee was remitted, or the application was not accepted.
- The applicant paid the examination fee twice by mistake.

8. Screening Method (Common in all division and 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

【Division of Life Science (Transdisciplinary Life Science Course) and Division of Soft Matter】

In this examination, applicants are 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.

【Division of Life Science (Biosystems Science Course)】

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. 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 Faculty of Science (large lobby inside north entrance to Building 2 (Lower Wing)), 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 Payment of Fees*

All successful applicants are 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 at the time of application 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 December 26, 2019 to all applicants whose application document is accepted.

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>
--

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 2 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.