

**Academic Year 2025**

**Graduate School of Life Science**

**Hokkaido University**

**Division of Life Science**

**Division of Soft Matter**

**Master's Course**

(Former Period of Doctoral Program)

**Fall Selection**

**Application Guidelines for the**

**Entrance Examination**

**(Admission for Special Category for International Students)**

**September 2024**

## **Personal Information Management by Hokkaido University**

- (1) In handling personal information at Hokkaido University, Hokkaido University makes every effort to obey relevant laws and ordinances such as the “Protection Law for Private Information Held by Independent Administrative Corporations”, and protect personal information pursuant to “National University Corporation Hokkaido University Personal Information Management Rules”.
- (2) Personal information, such as name, address, etc., provided by the applicant to the university in the process of applying for admission and pre-assessment of eligibility will be used only for 1) assessment of applicants (processing of application, conducting selection), 2) the announcement of application results, 3) enrollment procedures, 4) surveys and research on enrollee selection methods, and 5) business operations pertaining to 1)-4).
- (3) Private companies commissioned by the University (hereafter called “commissioned companies”) may handle personal data to engage in the relevant operations. 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, the personal information provided for the application for admission and pre-assessment of eligibility will be used for; 1) academic affairs (registration, academic guidance, etc.), 2) student support services (health management, scholarship applications, etc.), 3) career support services, and 4) tuition and fees, and related administrative operations.
- (5) Among the personal information of (4), only contact details, name and address and so on, may be used by Hokkaido University Frontier Foundation, Alumni Association of the School of Science, Alumni Association of the Faculty of Pharmaceutical Sciences and Alumni Association Elm of Hokkaido University with safety measure.
- (6) Applicants will be informed separately about the handling of personal data in accordance with the EU General Data Protection Regulation (GDPR). Applicants to whom such rules apply (those applying from within the European Economic Area (EEA) member states) should notify the Graduate School Educational Affairs Section, Science and Life Science Administration Department, prior to application.

## 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.

### ▪ Type of Students We Seek

#### <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 finding 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 manufactural 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.

### ▪ What is Expected to be Learned Before Admission

1. Basic academic skills and knowledge in Life Sciences
2. Basic knowledge in each specialized field that is necessary to engage in research in the graduate school

### ▪ Principle Selection Policy (Multiple-layered Evaluation Method)

#### 【General Category】

By written examination, applicants will be evaluated their levels of “knowledge and skills”, “ability to think/judge/express” and “comprehension.”

By oral examination, applicants will be evaluated their levels of “knowledge and skills”, “ability to think/judge/ express”, “ability to work independently and cooperatively”, “comprehension”, “interest and motivation”, “ability to identify problems” and “ability to solve problems.”

The Graduate School of Life Science will assess applicants on the basis of their entrance examination (written and oral exams) and the application documents (such as a transcript).

#### 【Special Category for International Students】

By oral examination, applicants will be evaluated their levels of “knowledge and skills”, “ability to think/judge/express”, “ability to work independently and cooperatively”, “comprehension”, “interest and motivation”, “ability to identify problems” and “ability to solve problems.”

The Graduate School of Life Science will assess applicants on the basis of their entrance examination and the application documents (such as a transcript).

▪ **Principle Selection Policy** (Evaluation elements and their importance)

**【Master's Course (Former Period of Doctoral Program)】**

Category of Entrance Examination	Evaluation Element	Key Academic Elements			Comprehension	Interest and motivation	Ability to identify problems	Ability to solve problems
		Knowledge and Skills	Ability to think, judge, and express	Learning Attitude (to take initiative, to cooperate with diverse people)				
General Category	Writing Examination	◎	◎		○			
	Oral Examination	◎	◎	◎	◎	◎	◎	◎
	Application Documents	Comprehensively evaluated						
Special Category for International Students	Oral Examination etc. (※1)	◎	◎	◎	◎	◎	◎	◎
	Application Documents	Comprehensively evaluated						

※1 : Examination will be carried out by using Online Meeting System, etc.

(Note) ◎···Key element we will give great importance on evaluation / ○···Key element we will give importance on evaluation

## Special Category for International Students

### 1. Admission Quota

Division and Course	Admission Quota (Enrollment in April 2025)
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 must a) be citizens of a country other than Japan, b) have no permanent residence permit in Japan, and c) fulfill one of the following criteria:**

- (1) Graduated or are expected to graduate 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). 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 in 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 an 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 requires 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, 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 before the time of enrollment in the Graduate School of Life Science.

**\* Applicants can not apply for the “General Category” and “Special Category for International Students” at the same time.**

**\* Applicants must contact their prospective supervisor in advance, and after obtaining his/her acceptance, they will receive a password necessary for the online application. In addition, applicants who apply for the Division of Life Science (Transdisciplinary Life Science Course or Biomedical and Pharmaceutical Science Course) and the Division of Soft Matter must request their prospective supervisor to write a recommendation letter (discretionary format) and ask them to directly submit it to the Educational Affairs Section during the application period.**

### 3. Pre-assessment of Eligibility

**Application Period for Pre-assessment: September 10 (Tue.) – 5:00 PM JST on September 12 (Thu.), 2024**

The Pre-assessment of Eligibility is held prior to the application period for the entrance examination. Applicants who fall under (9) or (10) in “2. Eligibility” must go through this by submitting “6. Application Documents” during the period described above. Applicants must scan all the application documents in PDF format and send them via email

**Email address: [r-gakuin@sci.hokudai.ac.jp](mailto:r-gakuin@sci.hokudai.ac.jp)**

Applicants who apply for the Pre-assessment of Eligibility 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.

Notes:

The pre-assessment results will be sent to applicants around Tuesday, September 24, 2024, by mail; once their eligibility has been confirmed by the pre-assessment, applicants must pay the examination fee, in accordance with “5. Application Procedure and Payment of Fees,” within “4. 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.

\* As a general rule, students who currently enroll in the Integrated Science Program are not required to pay the examination fee.

### 4. Application Period

◆ **Online application: September 26 (Thu.) – 5:00 PM JST on October 1 (Tue.), 2024**

\* Note: After completing the online application, applicants must scan all the application documents (see “5. Application Documents”) in PDF format and send them via email by Tuesday, October 1.

**Email address: [r-gakuin@sci.hokudai.ac.jp](mailto:r-gakuin@sci.hokudai.ac.jp)**

◆ **Deadline for submission of the application documents by post: 5:00 PM JST on October 9 (Wed.), 2024**

\* Note: Aside from sending PDF file, applicants must send hard copies of the application documents by registered mail after online application registration. They must be received by the deadline so consider the time for courier delivery.

Applicants who fall under (1)–(8) in “2. Eligibility” must go through application procedures with reference to “5. Application Procedure and Payment of Fees” during the period described above.

Applicants who fall under (9) or (10) in “2. Eligibility” must apply for “3. Pre-assessment of Eligibility” beforehand. Only successful applicants of pre-assessment can go through application procedures with reference to “5. Application Procedure and Payment of Fees” during the period described above.

### 5. Application Procedure and Payment of Fees

Applicants must complete all of the following (①–③) by the deadlines specified in “3. Application Period”.

#### ① Online Application Registration

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

Notes:

i. Detailed information on the online application procedure has been posted on the website, so please read the operation procedures and precautions in advance.

ii. Applicants must have (or have access to) a printer for printing the application documents, and have an email address capable of receiving notification of registration and payment (cell phone’s email address is not accepted).

2) Follow the instructions on the screen and enter the necessary information.

3) If successfully registered, notification of completion of the registration will be sent to the email address you have provided.

#### ② Payment of the Entrance Examination Fee

Entrance examination fee must be paid in accordance with the instructions provided on the payment

procedures screen shown after you complete the online application. Use one of the following methods to make the payment. (Required information and procedures differ depending on the payment method you choose). Please follow the instructions on the screen.

Entrance Examination Fee: 30,000 yen

I. Credit card.

II. Pay-easy (bank ATM, Japan Post bank ATM, or online banking), convenience store, Pay Pay Bank (formerly Japan Net Bank), or Rakuten Bank (formally eBank).

III. ChinaPay (online payment service offered by China UnionPay).

Notes:

i. Along with entrance examination fee, please note about 500 yen will be added as a handling charge.

ii. Student who will receive the Japanese Government (MEXT) scholarship, the State-Sponsored Scholarship Program of the China Scholarship Council, and or the Hokkaido University President's Fellowship (including those who are expected to receive these scholarships) are not required to pay the examination fee.

\* As a general rule, students who currently enroll in the Integrated Science Program 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.

iii. The examination fee is not refundable except in the following cases:

- The applicant has not submitted application materials after the application fee was remitted.
- The application was rejected before screening of the application materials.
- The applicant paid the examination fee twice by mistake.

③ Submission of Application Documents by Post

1) Print the application form and resume that were generated after you completed of the online application registration process and send them along with all other necessary documents (see “6. Application Documents”) in an envelope; affix one of the address labels (printed with the application form and resume) to the envelope, and send it by registered mail (It must be received by the deadline.). Please note that the application documents will not be returned once submitted.

**To: Graduate School Educational Affairs Section**

**Science and Life Science Administration Department**

**Hokkaido University**

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

2) The application is considered complete once all documents are received by the Graduate School. Please note that completion of the online application registration alone does not constitute completion of the application procedure.

- Applications received after the application period will not be accepted. Consider the time for courier delivery and be sure to post it well in advance.

## 6. Application Documents

Documents		Remarks
1	Application Form and Resume.	Print the application form and resume that were generated after completion of the online application registration process, and submit them (print on A-4 size pages). *Applicants who fall under (9) or (10) in “2. Eligibility” must prepare and submit the form and resume after their eligibilities have been accepted at the Pre-assessment.
2	Application Form for Pre-assessment	Prescribed. *Only for applicants who fall under (9) or (10) in “2. Eligibility”. Download the form from the Hokkaido University Internet Application website.
3	ID Photo	One photograph (4cm×3cm)

4	Official Transcript issued by the university or similar institution previously attended.	An applicant can also attach recommendation letters from faculty members at the university or similar institution previously attended. * In the case that the official transcript is written in a language other than Japanese or English, “Original Official Transcript written in the language concerned” and “Original official translation in Japanese or English” must be attached.
5	Official Certificate of Graduation or Expected Graduation issued by the last university or similar institution previously attended.	An Official Certificate must be issued by the Head of the university or similar institution previously attended. (Degree information should be contained if you have already graduated.)  ◎Applicants who have graduated or expect to graduate from a university or a similar institution in China (except Taiwan, Hong Kong, and Macao) must submit the following document written in English along with an official certificate of (expected) graduation.  Applicants who; -Graduated ... (a) Online Verification Report of Higher Education Qualification Certificate (教育部学历证书电子注册备案表) -Are expected to graduate ... (a) Online Verification Report of Student Record (教育部学籍在线验证报告)  Document (a) can be obtained from the China Credentials Verification (中国高等教育学历证书查询 <a href="http://www.chsi.com.cn/xlcx/bgys.jsp">http://www.chsi.com.cn/xlcx/bgys.jsp</a> ) Please make sure the web authentication should be valid for at least 15 days at the time of submission.  * In the case that the official transcript is written in a language other than Japanese or English, “Original Official Transcript written in the language concerned” and “Original official translation in Japanese or English” must be attached.
6	Copy of Passport	Submit a copy of the page of your passport with your name on it.
7	Other documents that the prospective supervisor requests.	

◎ Documents specified by course [Prescribed.]

Division of Life Science (Biosystems Science Course)	Essays	<p>1. Applicants for the Division of Life Science (Biosystems Science Course) should submit an essay for each of the following two subjects:</p> <p>(1) Motivation 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)</p> <p>(2) Outline of 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. Guideline</p> <p>(1) Essays can be submitted in either English or Japanese.</p> <p>(2) Illustrations and tables can be included.</p> <p>(3) The use of a computer word processor is recommended.</p> <p>3. Form and Format.</p> <p>(1) Use of the proscribed form for essays. Please provide the necessary information on the prescribed form. It is acceptable to attach another sheet over the appropriate section of the prescribed form.</p> <p>(2) Use of separate sheets for essays. Please provide the 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> <p>* The prescribed form can be downloaded on the website or the Hokkaido University Internet Application website.</p>
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Division of Life Science (Biosystems Science Course)	English proficiency certificate (E.g. the original score sheet of TOEFL or TOEIC)	<p><b>*The applicants in the Division of Life Science (Biosystems Science Course) MAY submit the following English Proficiency Certificate for reference.</b></p> <p>Score sheets for either ① or ② taken after July 2022 or ③ document which proves that the applicant graduated from a university (or graduate school) which was educated in the English language at the university attended.</p> <p>①TOEFL (iBT or ITP)</p> <p>1)TOEFL-iBT (Home Edition is acceptable, limited for Test Date score) Submit the original Test Taker Score Report from American ETS.</p> <p>2)TOEFL-ITP: Submit original Individual Score Card.</p> <p>②TOEIC (Public Testing)</p> <p>Submit the original Official Score Certificate.</p> <p>*In the case of taking TOEIC (Public Testing) after April 2023, a printed Digital Official Score Certificate could be submitted instead of the Original Official Score Certificate.</p> <p>③Those who are educated in the English language at the university (or graduate school) in Japan or abroad Submit documents which prove that applicants were educated in the English language at the university (or graduate school) attended. e.g.) Medium of Instruction certificate</p>
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## 7. Screening Method

The Graduate School of Life Science will determine successful applicants by a comprehensive assessment of the results of the oral examination and the submitted application documents.

\* Detailed information on the entrance examination such as the date and time of the examination and how to take the oral examination online will be announced to applicants separately.

\* In the Division of Life Science (Transdisciplinary Life Science Course or Biomedical and Pharmaceutical Science Course) and the Division of Soft Matter, the oral examination may be omitted or waived depending on the contents of the application materials. (The person applicable will be informed separately.)

## 8. Announcement of Application Results

The examinees' number of successful applicants will be posted on the website of the Graduate School of Life Science, Hokkaido University, around 4:30 PM on Thursday, November 7, 2024. All applicants are notified of the results by mail.

## 9. 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.

## 10. Important Notice

Please consult with the Graduate School Educational Affairs Section by the time of application if special considerations due to illness, injury, physical difficulties, mental disorder, and so on are required for admission.

\* Please also consult with them if any special requests are considered for academic.

## 11. 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 9, and submit an application if you wish to take advantage of this system.

**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

(Office hours: 8:30 am – 5:00 pm weekday)

Tel: +81-11-706-3675

E-mail: [r-gakuin@sci.hokudai.ac.jp](mailto:r-gakuin@sci.hokudai.ac.jp)

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

<https://www.lfsci.hokudai.ac.jp/en/>

## **Period of Extended Enrollment**

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

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 the Period of Extended Enrollment and for the entrance examination together.

#### **(2) Required Documents**

- ① Application Form for Period of Extended Enrollment (Form 1)
- ② Research Plan Under Period of Extended Enrollment (Form 2)
- ③ Documents to prove that an applicant needs to apply for Period of Extended Enrollment (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. Reducing or Extending the Period of Extended Enrollment**

When regarded as necessary, the Graduate School of Life Science may approve of reducing or extending the Period of Extended Enrollment only once. The period of reducing the Period of Extended Enrollment may not exceed the period of adding one year to the standard period of study (2 years).

### **6. Annual Tuition Fee**

The tuition fee for students approved to study for an extended period will be calculated by multiplying the annual tuition fee by the number of years equivalent to the standard period of study (3 years), then dividing the resulting amount by the number of years approved for extended study. If the revision is made to the annual tuition fee or the changes to the Period of Extended Enrollment are approved, the fee will be calculated accordingly. However, the adjustment will not be made to the tuition fee which has already been paid.

Students who are waiting for the results of their application for the Period of Extended Enrollment must not pay the tuition fee before they receive the official notification of the results.

### **7. Other Information**

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