

信州大学大学院総合工学系研究科

Interdisciplinary Graduate School of Science and Technology, Shinshu University

博士課程

Doctoral Program

学生（一般選抜）募集要項

Student Application Guidelines (General Selection)

社会人特別選抜学生募集要項

Working Student Application Guidelines (Special Selection)

(平成28年4月入学)

【第2回選抜】

(April Admissions/2016) 【Second Application Period】

(平成28年10月入学)

【第1回選抜】

(October Admissions/2016) 【First Application Period】



信州大学  
SHINSHU UNIVERSITY

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## Objectives

The objectives of Interdisciplinary Graduate School of Science and Technology, Shinshu University are to foster researchers and engineers who have excellent research and development capabilities with creativity and contribute to not only the sophistication of academia by education and research but also regional and global societies.

## Intent of Working Student Special Selection

As science and technology have remarkably progressed and diversified, there is an increasing demand for individuals with rich creativity and high research capability in wide fields of society and strong leadership in research and development. Therefore the doctoral program of Interdisciplinary Graduate School of Science and Technology, Shinshu University accepts working professionals who are involved in research, development, and other activities in a company, research institution, educational institution, etc. We aim to deepen interactions between society and the university in education and research in response to the demand. Hence we offer a special selection for working professionals with expertise and academic capabilities sufficient to take a doctoral program.

## Admission Policy

### Common Admission Policy for All Graduate Schools

Shinshu University Graduate Schools proactively accept individuals who possess qualities such as those listed below.

- Individuals educated in a wide range of topics, possessing expertise in their field of study, and desiring to expand their knowledge
- Individuals who are full of intellectual curiosity and will independently tackle technical issues or issues facing the local community
- Individuals, concerned with issues facing society, the environment, and the international community, who wish to actively contribute to the global community by applying their creativity to these issues
- Individuals who wish to enhance their technical abilities and knowledge acquired from occupational experience

### Admission Policy

#### for Interdisciplinary Graduate School of Science and Technology, Shinshu University

Interdisciplinary Graduate School of Science and Technology, Shinshu University seeks

1. those who have enthusiasm for advanced scientific or technological research,
2. those who aim to be a scientific or technological world-leading researcher or business person in a highly-specialized field, and
3. those who have actively learned in a master's course or business fields and have deep specialized knowledge and ability of progressing research under the aim of Interdisciplinary Graduate School of Science and Technology, Shinshu University.

**Interdisciplinary Graduate School of Science and Technology, Shinshu University**

**Doctoral Program**

**Annual Admission Plan (Outline)**

**【Schedule】**

Admission Term	April 2016 Admissions 【Second Application Period】	October 2016 Admissions 【First Application Period】
Selections	<ul style="list-style-type: none"> <li>• General Selection</li> <li>• Working Student Special Selection</li> </ul>	
Period for Application Acceptance	Early December 2015	
Admission Examination	Late January 2016	
Admission Procedures	Early March 2016	Early September 2016

**【Departments and Number of Students to be Recruited】**

Departments (Number of Admissions)	Number of Students to be Recruited	
	April 2016 Admissions 【Second Application Period】	October 2016 Admissions 【First Application Period】
Department of Bioscience and Textile Technology (15 students)	A few students	A few students
Department of Mathematics and System Development (12 students)	A few students	A few students
Department of Materials Science and Engineering (7 students)	A few students	A few students
Department of Mountain and Environmental Science (8 students)	A few students	A few students
Department of Bioscience and Food Production Science (7 students)	A few students	A few students

**【Open Courses】**

The next two courses accept a few applications from applicants who applied for specific departments in General Selection and Working Student Special Selection. Please see the course outline on each web site.

Courses	Course Selectable Departments	Note and URL
Precision Engineering Course for Working Student	<ul style="list-style-type: none"> <li>• Department of Mathematics and System Development</li> </ul>	This course is open for April 2016 Admissions only. It is required to submit a written consent (in a given format) of your desired advisor. <a href="http://www.shinshu-u.ac.jp/research/project/suwa-prec/">http://www.shinshu-u.ac.jp/research/project/suwa-prec/</a>
International Fiber Engineering Course	<ul style="list-style-type: none"> <li>• Department of Bioscience and Textile Technology</li> <li>• Department of Mathematics and System Development</li> <li>• Department of Materials Science and Engineering</li> </ul>	Almost all lectures are delivered in English and some are given by leading researchers from overseas; students in this course need to write a doctoral thesis in English and take an oral examination (defense) in English. (Note) Financial support for students in the International Fiber Engineering Course enrolled in 2015 or after is not scheduled. <a href="http://www.shinshu-u.ac.jp/graduate/interdisciplinary/english/admissions/ifec.html">http://www.shinshu-u.ac.jp/graduate/interdisciplinary/english/admissions/ifec.html</a>

# List of Application Documents

Please submit necessary documents. For details on how to fill in, please see the reference section. The predetermined documents are attached in this guideline.

<p>All : All applicants are required to submit          Some : Only relevant applicants are required to submit          None : Any applicants are not required to submit</p>
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	Application Documents <Applicable person>	General Selection	Working Student Special Selection	Predetermined Document	Reference Section of Entry Method
Admission Qualification Screening	① Admission Qualification Screening Report <Applicants under "1. Eligibility (1)-⑥, ⑦, or ⑧">	Some	Some	Attached	2 Admission Qualification Screening
	② Certificate of Examination (or certificates of expected success in the examination) and documents about examination criteria <Applicants under "1. Eligibility (1)-⑥">	Some	Some		
	③ Resume of academic background, past activities, working experience, etc. <Applicants under "1. Eligibility (1)-⑧">	Some	Some		
	④ Return envelope (for delivering results of Admission Qualification Screening) <Applicants under "1. Eligibility (1)-⑥, ⑦, or ⑧">	Some	Some		
Admission Application	⑤ Admission Application Form (Curriculum Vitae)/ Examination Card/Photo Card	All	All	Attached	4 Application Documents
	⑥ Official Transcripts <Applicants who have graduated from an undergraduate course or have completed or are expected to complete a master's course at any institution other than Shinshu University>	Some	Some		
	⑦ Certificate of Completion or Graduation (or Expected Completion or Expected Graduation) <Applicants who have graduated from an undergraduate course or have completed or are expected to complete a master's course at any institution other than Shinshu University>	Some	Some		
	⑧ A Copy of a Master's Thesis <Applicants who submitted Master's Thesis to any institution other than Shinshu University>	Some	Some		
	⑨ Summary of Master's Thesis/Research Progress Report	All	All	Attached	
	⑩ Research Achievements Report <Applicants who have achievements of research other than ⑨>	Some	Some	Attached	
	⑪ Research Plan	All	All	Attached	
	⑫ Consent for Examination	None	All	Attached	
	⑬ Consent for Examination for Precision Engineering Course for Working Student of Department of Mathematics and System Development <Applicants for Precision Engineering Course for Working Student>	None	Some	Attached	
	⑭ Note of Confirmation <Applicants for "Mathematical Information System Study Lecture">	None	Some	Attached	
	⑮ Work History	None	All	Attached	
	⑯ Return envelope (for delivering Examination Card) <A person who will submit application documents by mail except overseas residents>	Some	Some		

⑰ A copy of a passport ◁Applicants who do not have Japanese nationality▷	Some	Some		
⑱ Certificate of Japanese Government Financed International Students ◁Japanese Government Scholarship Students of a university other than Shinshu University must submit a certificate of Japanese Government Scholarship Student issued by the university▷	Some	Some		
⑲ A Copy of Result of Admission Qualification Screening ◁Applicants under 1. Eligibility (1)-⑥, ⑦, or ⑧▷	Some	Some		
⑳ Special Measures Request Report for Working Student Special Selection ◁Applicants who request for the special measures▷	None	Some	Attached	10 Special Measures for Working Student Special Selection
㉑ Payment Verification Form (Form A) ◁Residents in Japan, <b>except applicants who are expected to complete a master's course or a first-term doctoral course of Shinshu University at the previous month of the admission and applicants who are Japanese Government Scholarship Students at the time of applying</b> ▷	Some	Some	Attached	
㉒ Payment Method of Entrance Examination Fee ◁Residents overseas, <b>except applicants who are expected to complete a master's course or a first-term doctoral course of Shinshu University at the previous month of the admission and applicants who are Japanese Government Scholarship Students at the time of applying</b> ▷	Some	Some	Attached	

Interdisciplinary Graduate School of Science and Technology, Shinshu University

Doctoral Program

(April 2016 Admissions [Second Application Period] and  
October 2016 Admissions [First Application Period])

## Application Guidelines

### 1. Eligibility

(1) ◎ **General Selection**

Applicants must correspond to one of the followings.

◎ **Working Student Special Selection**

Applicants must be currently researchers, teachers, or engineers working in a research institution, educational institution, company, etc., be going to remain in the position after admission, and correspond to one of the followings.

- ① Persons who hold or expect to have obtained a master's degree or a professional degree by the end of the previous month of the admission.
- ② Persons who hold or expect to have obtained a degree equivalent to a master's degree or a professional degree outside of Japan by the end of the previous month of the admission.
- ③ Persons who have taken or are taking a subject of a correspondence course offered by a non-Japanese school when being in Japan and who hold or expect to have obtained a degree equivalent to a master's degree or a professional degree by the end of the previous month of the admission.
- ④ Persons who have completed a course of an educational institution when being in Japan and who hold or expect to have obtained a degree equivalent to a master's degree or a professional degree by the end of the previous month of the admission ; provided that such educational institution shall be accredited by an educational system of a non-Japanese country and be designated by the Minister of Education, Culture, Sports, Science and Technology as an institution offering a graduate school course of such country.
- ⑤ Persons who have completed a course of United Nations University and who hold or expect to have obtained a degree equivalent to a master's degree by the end of the previous month of the admission.
- ⑥ Persons who have taken or are taking a course of a non-Japanese school, an educational institution specified by ④, or United Nations University and who passed or expect to pass an examination prescribed by article 16-(2) of Standards for Establishment of Graduate Schools (Ordinance No.28 of the Ministry of Education, Culture, Sports, Science and Technology, on

June 20, 1974) or an equivalent by the end of the previous month of the admission.

⑦ Persons who are designated by the Minister of Education, Culture, Sports, Science and Technology (as stipulated in 1989 Ministry Bulletin Vol.118).

⑧ Persons who are approved that their academic capabilities are equal to or greater than a person holding a master's degree or a professional degree by Admission Qualification Screening of Interdisciplinary Graduate School of Science and Technology, Shinshu University and who will be 24 years old or older by the end of the previous month of the admission.

(2) Authorization for (1)-⑦ and (1)-⑧

① About (1)-⑦, applicants must meet either one of the following conditions.

A. Persons who have graduated from a university, have engaged in research for at least two years [\*1] at a university, research laboratory or other institutions, and are approved that their academic capabilities are equal to or greater than a person holding a master's degree based on results of research [\*2] by Interdisciplinary Graduate School of Science and Technology, Shinshu University.

B. Persons who have engaged in research for at least two years [\*1] at a university, research laboratory or other institutions after having completed 16-year-school education outside of Japan or having completed it by taking a subject of a correspondence course offered by a non-Japanese school when being in Japan, and are approved that their academic capabilities are equal to or greater than a person holding a master's degree or a professional degree based on results of research [\*2] by Interdisciplinary Graduate School of Science and Technology, Shinshu University.

\* As to the following items above, Interdisciplinary Graduate School of Science and Technology, Shinshu University defines as follows.

\*1 "At least two years" must be fulfilled at the end of the previous month of the admission.

\*2 "Results of research" includes a publication of books, academic treatises, academic lectures, academic reports, patents, etc.

② About (1)-⑧, "Persons who are approved that their academic capabilities are equal to or greater than a person holding a master's degree or professional degree by Admission Qualification Screening of Interdisciplinary Graduate School of Science and Technology, Shinshu University" must meet the following conditions A. and B.

A. Persons who are graduates of a university, junior college, technical college, vocational college, or other schools or have completed training at an equivalent educational institution and who have working experience at a university, laboratory, or other institutions or in a field related to science and technology.



B. Persons who have a research achievement that are approved that the value is equal to or greater than a master's thesis as to a publication of books, academic treatises, academic lectures, academic reports, patents, etc.

## 2. Admission Qualification Screening <<for April and October Admissions>>

Applicants under Eligibility (1)-①~⑤ are not required to undergo Admission Qualification Screening.

### (1) Documents to be Submitted

\* Documents to be submitted vary from person to person. Please confirm which documents you must submit in the list of page 18-19.

Required Documents	Notes
① Admission Qualification Screening Report	Fill in required information in the attached form. (If there is any publication of books, academic treatises, academic lectures, academic reports, patents, etc., attach a copy or reprint.) Applicants who reside overseas can download the Admission Qualification Screening Report from the following URL and use it. <a href="http://www.shinshu-u.ac.jp/graduate/interdisciplinary/english/admissions/forms.html">http://www.shinshu-u.ac.jp/graduate/interdisciplinary/english/admissions/forms.html</a>
② Certificates of Examination (or certificate of expected success in the examination) and documents about examination criteria	If you are an applicant under Eligibility (1)-⑥ and passed or are expected to pass an examination equivalent to an examination prescribed by article 16-(2) of Standards for Establishment of Graduate Schools, submit the following documents. A. A certificate of examination (or a certificate of expected success in the examination) prepared by the president of the last university or faculty you graduated from (or the president of an institution you graduated from if not a university). B. A document defining examination criteria or other related documents (A copy is allowed). (e.g.) • Qualifying standards of the examination • A documentation that shows reasonableness between qualifying standards of the examination and qualification requirements for a master's degree of a qualifying body • A documentation that shows reasonableness between treatment of persons who passed the examination and that of persons who hold a master's degree from another university and are transferred to a qualifying body in a doctoral program of a qualifying body
③ Resume of Academic Background, Past Activities, Working Experience, etc.	Submit a free-format detailed record about academic background, past activities, working experience, etc. The followings may be included. A. Academic background from a university, junior college, technical college, etc. B. Working experience in a research institution, educational institution, company, etc. C. Overseas experience in an international organization or other organizations D. Language skills including English E. Working experience in computer software development
④ Return envelope (for delivering results of Admission Qualification Screening)	Use a Japanese envelope Chou No.3 (120×235 mm : 4 3/4×9 1/4 inches), write your name, address, and postal code, and affix an 82-yen stamp.

(2) Submission of Documents

Deadline of Application	<b>October 30, 2015 at 5 : 00 p.m.</b>
Submission Methods	You can bring required documents in person or send them by mail. Drop-off hours are between 9 : 00 a.m. and 5 : 00 p.m. on weekdays only. If you send them, write “Enc. Admission Application Documents for Admission Qualification Screening” in red on the front of an envelope and send it by EMS from overseas or by registered express mail in Japan.
Address for Submission	Interdisciplinary Graduate School of Science and Technology, Shinshu University Admissions Office 3-1-1 Asahi, Matsumoto City, Nagano Prefecture, 390-8621 Japan Tel : 0263-37-2863, from outside Japan : +81-263-37-2863

(3) Notification of Results

Applicants will be notified of the results on November 17, 2015.

**3. Application Procedures <<for April and October Admissions>>**

Application Period	<b>From December 8 to December 16, 2015 inclusive</b> The deadline of the application is December 16, 2015 at 5 : 00 p.m.
Submission Methods	You can bring required documents in person or send them by mail. Drop-off hours are between 9 : 00 a.m. and 5 : 00 p.m. on weekdays only. If you send them, write “Enc. Admission Application Documents for Doctoral Program” in red on the front of an envelope and send it by EMS from overseas or by registered express mail in Japan.
Address for Submission	Interdisciplinary Graduate School of Science and Technology, Shinshu University Admissions Office 3-1-1 Asahi, Matsumoto City, Nagano Prefecture, 390-8621 Japan Tel : 0263-37-2863, from outside Japan : +81-263-37-2863

**4. Application Documents and Fee <<for April and October Admissions>>**

- \* Documents to be submitted vary from person to person. Please confirm which documents you must submit in the list of page 18-19.
- \* Applicants who reside overseas can download the application documents from the following URL and use it. (<http://www.shinshu-u.ac.jp/graduate/interdisciplinary/english/admissions/forms.html>)

Application Documents and Fee	Notes
⑤ Admission Application Form (CV)/Examination Card/Photo Card	Fill in required information in the attached form. Affix a 4×3 cm sized photographs in indicated spaces of Examination Card and Photo Card. The photographs must show your full front face and upper body without any hat or other head coverings and be taken within three months prior to your application. (NOTE 1) Please fill in the CV on the reverse side of attached Admission Application Form. (NOTE 2) Please circle Yes or No in the column of Desired Department. Even if you do not wish to take any course, please be sure to circle No.
⑥ Official Transcripts	They must be prepared by the president of the university, graduate school, or faculty you graduated from (or the president of an institution you graduated from if not a university) and submitted in a sealed envelope.

	Applicants who have passed Admission Qualification Screening must submit official transcripts of the last university, junior college, technical college, vocational college, or other schools you graduated from or the last equivalent educational institution you have completed sufficient courses at. Applicants who have completed or are expected to complete a master's course or a first-term doctoral course must submit transcripts of both undergraduate and graduate schools. (NOTE) Students and graduates of Shinshu University do not need to submit transcripts issued by Shinshu University.
⑦ Certificate of Completion or Graduation (or Expected Completion or Expected Graduation)	It must be prepared by the president of the university, graduate school, or faculty you graduated from (or the president of an institution you graduated from if not a university). (NOTE 1) Applicants who have a graduate degree are required to submit a certificate with specific degree name. (NOTE 2) Students and graduates of Shinshu University do not need to submit it.
⑧ A Copy of Master's Thesis	Applicants who presented a master's thesis to any institution other than Shinshu University must submit the copy. (NOTE) Applicants who are expected to complete a master's course or a first-term doctoral course of Shinshu University are not required to submit the copy.
⑨ Summary of Master's Thesis/Research Progress Report	A. Applicants who have presented a master's thesis must submit a copy of the thesis and the summary. For the summary, use the attached form and write within 2,000 characters in Japanese or 500 words in English. (Graduates of Shinshu University do not need to submit a copy of a thesis.) B. Applicants who are not covered by "A" above must submit a Research Progress Report. For the report, use the attached form and write within 2,000 characters in Japanese or 500 words in English.
⑩ Research Achievements Report	If applicants have any achievements including demonstrated or published research other than ⑨ above, write them in the attached form and submit it with a copy or reprint of the achievements.
⑪ Research Plan	Write an outline of research plan in the attached form within 1,000 characters in Japanese or 300 words in English.
⑫ Consent for Examination	Applicants for Working Student Special Selection must submit the attached consent form. The consent form must be signed and sealed by your superior of your working place. However, those applying for "Mathematical Information Systems Study Lecture" of the Department of Mathematics and System Development in Working Student Special Selection do not need to submit this form.
⑬ Consent for Examination for Precision Engineering Course for Working Student of Department of Mathematics and System Development	Applicants for Precision Engineering Course for Working Student of Department of Mathematics and System Development must submit the attached consent form. The consent form must be signed and sealed by your desired advisor.
⑭ Note of Confirmation	Applicants for "Mathematical Information Systems Study Lecture" of Department of Mathematics and System Development in Working Student Special Selection must confirm the note mentioned in the attached form, fill in, and submit it.
⑮ Work History	Applicants for Working Student Special Selection must fill in required information in the attached form and submit it.
⑯ Return Envelope (for delivering Examination Card)	Use a Japanese envelope Chou No.3 (120×235 mm : 4 3/4×9 1/4 inches), write your name, address, and postal code, and affix an 82-yen stamp. (NOTE) Applicants who will submit application documents to the Admissions Office in person and applicants who reside overseas are not

	required to submit the envelope.
⑰ A Copy of a Passport	Applicants who do not have Japanese nationality must submit a copy of a passport page showing your facial photograph and nationality. In addition, if such applicants reside in Japan, submit a copy of the page with a Landing Permission stamp and showing your latest visa status and period.
⑱ Certificate of Japanese Government Scholarship Student	Japanese Government Scholarship Students of a university other than Shinshu University must submit a certificate of Japanese Government Scholarship Student issued by the university.
⑲ A Copy of Result of Admission Qualification Screening	Applicants under Eligibility (1)–⑥, ⑦, or ⑧ must submit a copy of a document named “Result of Admission Qualification Screening” that issued by Interdisciplinary Graduate School of Science and Technology, Shinshu University.
⑳ Special Measures Request Report for Working Student Special Selection	Applicants who request for the special measures for working students must discuss with your desired advisor in advance and then submit Special Measures Request Report.
㉑ Payment Verification Form (Form A) [For residents in Japan]	<p><b>[For residents in Japan]</b></p> <p>(NOTE 1) Applicants who are expected to complete a master’s course or a first-term doctoral course of Shinshu University at the previous month of the admission are not required to pay this fee.</p> <p>(NOTE 2) Applicants who are Japanese Government Scholarship Students at the time of applying are not required to pay an entrance examination fee.</p> <p>A. Pay the entrance examination fee of 30,000 yen by an electronic funds transfer from a financial institution from December 3, 2015 to December 16, 2015 inclusive using the payment request form (Form C) attached to this guideline.</p> <p>(NOTE 1) Additional service fees will be charged for the payment.</p> <p>(NOTE 2) The payment from a post office (Japan Post Bank) will not be accepted.</p> <p>(NOTE 3) Do not pay the examination fee via ATM (automated teller machines), cellular phones, or personal computers.</p> <p>B. When the transaction is completed, confirm that there is a financial institution’s stamp with a date on a payment verification form (Form A) and receipt (Form B) and submit the payment verification form (Form A). A stamped form with a date after the application acceptance deadline is not valid.</p> <p>C. Only if applicants are unable to pay the entrance examination fee before a closing time of financial institutions on the application acceptance deadline date and submit the application documents to the Admissions Office in person, they can pay the fee in cash.</p>
㉒ Payment Method of Entrance Examination Fee [For residents overseas]	<p><b>[For residents overseas]</b></p> <p>(NOTE 1) “Transfer charge”, an additional service fee will be charged for the payment.</p> <p>(NOTE 2) When paying by bank transfer from overseas, an extra “handling fee” will be deducted from the paid amount. If the correct amount is not transferred to the payee’s account, the applicant will be considered to have failed to make the payment.</p> <p>(NOTE 3) Applicants shall be liable for all the fees and charges. If the responsibility of paying “handling fee” is not placed on a payer (applicant) and if the correct amount is not transferred to the payee’s account, the applicant will be considered to have failed to make the payment.</p> <p>(NOTE 4) <u>Applicants who have completed a master’s course or first-term doctoral course of Shinshu University and will subsequently enroll in a doctoral course at the previous month of the admission are not required to pay an entrance examination fee.</u></p> <p>(NOTE 5) Applicants who are Japanese Government Scholarship Students at the time of applying are not required to pay an entrance examination fee. Pay the entrance examination fee of 30,000 yen by one of the following methods, A or B.</p>

Download “Payment Method of Entrance Examination Fee” from the following URL, fill in required information, and submit it by EMS.  
<http://www.shinshu-u.ac.jp/graduate/interdisciplinary/english/admissions/forms/>

A. Credit Card

We accept VISA and MasterCard only. The cardholder’s name must match the applicant’s name. Please fill in Type of Credit Card, Credit Card Number, Card Holder’s Name, and Expiration Date in the form of Payment Method of Entrance Examination Fee and submit it. The card information will be verified.

B. Bank Transfer

[Name of Bank] Mizuho Bank

[Name of Branch] Matsumoto

[Account Type] Ordinary (Savings)

[Account Number] 1752813

[Account Holder’s Name] Shinshu University, National University Corporation

[Account Holder’s Address] 2-5-8 Chuo, Matsumoto-shi, Nagano, Japan (zip code) 390-0811

[Account Holder’s TEL] +81-(0)263-32-2715

Please fill in Payer’s Full Name, Relation to Applicant, Name of Bank requested bank transfer, Account Number, Branch Name, and Payment Date in the form of Payment Method of Entrance Examination Fee and submit it.

【Entry example】

フリガナ	ジョン スミス
Payer’s Full Name	John Smith

#### Cautions regarding Applications

- ① If there is any deficiency in the application documents, the applications will not be accepted. Be sure to fill in all required information completely and accurately.
- ② Typewriters, word processors, or personal computers can be used to fill in application documents prescribed by Interdisciplinary Graduate School of Science and Technology, Shinshu University.
- ③ All postal mails such as a notice of an admission decision and documents for admission procedures will be sent to the current address that applicants provide on Admission Application Form (CV). If there is any change in the address, applicants must inform the Admissions Office immediately of it by e-mail. E-mail address of the Admissions Office is “sogoko-ao@shinshu-u.ac.jp”
- ④ Application documents and an examination fee will not be returned under any circumstances after the submission and payment. However, full or part of examination fee will be refunded upon request of applicants if applicants have inappropriately overpaid an examination fee or they did not apply after having paid an examination fee (i.e. application documents were not submitted or application was not accepted). In case of overpayment, only the overpaid amount should be refunded. For details of refund procedures, please visit Admission page of Shinshu University website (<http://www.shinshu-u.ac.jp/admission/>).

- ⑤ A desired department will not be allowed to be changed after an application has been submitted.
- ⑥ Successful applications will be withdrawn if any discrepancies are discovered between actual facts and information in submitted application documents.
- ⑦ If you wish to have copies or reprints of your master's thesis and research achievements returned after an announcement of successful applicants, please inform the Admissions Office.
- ⑧ Applications and/or admissions of military or civilian personnel are not allowed. If you have ever been military and/or civilian personnel, you may be requested to submit a proof of military status loss.

### 5. Selection Methods ‹‹for April and October Admissions››

Selection shall be conducted based on a combination of an academic test (oral examination) and reviews of documentations such as official transcripts and past achievements.

Details of the academic test are as follows :

#### (1) Academic Test

- ① Date : January 29, 2016 (The time will be announced later.)
- ② Test Methods
  - Applicants who do not have Japanese nationality and reside overseas can select online video interview. For details, please contact your desired advisor or send e-mail to the Admissions Office (sogoko-ao@shinshu-u.ac.jp).
  - Applicants who reside in Japan and applicants who have Japanese nationality and reside overseas must take the examination in one of the following test venues.

Type	Test Subject	Time	Contents
Oral Examination	Subjects related to research fields of an applicant's desired department	Pre-appointed time between 9 : 00 a.m. and 5 : 00 p.m.	Questions about expertise in the subjects related to applicants' research field, foreign language skill, master's thesis, research plans, etc. Applicants who do not have Japanese nationality need to note that the test includes questions in Japanese, except applicants for International Fiber Engineering Course. (Applicants who do not have Japanese nationality and reside overseas can select online video interview.)

#### (2) Test Venues

- ① Matsumoto Test Venue  
 Matsumoto Campus ; Faculty of Science, Shinshu University  
 3-1-1 Asahi, Matsumoto City, Nagano Prefecture, Japan

(Tel : 0263-37-2439, from outside Japan : +81-263-37-2439)

② Nagano-Engineering Test Venue

Nagano-Engineering Campus ; Faculty of Engineering, Shinshu University

4-17-1 Wakasato, Nagano City, Nagano Prefecture, Japan

(Tel : 026-269-5050, from outside Japan : +81-26-269-5050)

③ Ina Test Venue

Ina Campus ; Faculty of Agriculture, Shinshu University

8304 Minamiminowa-Village, Kamiina-County, Nagano Prefecture, Japan

(Tel : 0265-77-1308, from outside Japan : +81-265-77-1308)

④ Ueda Test Venue

Ueda Campus ; Faculty of Textile Science and Technology, Shinshu University

3-15-1 Tokida, Ueda City, Nagano Prefecture, Japan

(Tel : 0268-21-5304, from outside Japan : +81-268-21-5304)

(NOTE) The test venue will be indicated on Examination Card.

**6. Announcement of Successful Applicants <<for April and October Admissions>>**

February 29, 2016 at 5 : 00 p.m.

Examinee No. of successful applicants will be posted on the bulletin boards at Shinshu University (Faculty of Science, Faculty of Engineering, Faculty of Agriculture, and Faculty of Textile Science and Technology). Successful applicants will also receive a notice of an admission decision. The prompt announcement will be on the website of Interdisciplinary Graduate School of Science and Technology, Shinshu University. (<http://www.shinshu-u.ac.jp/graduate/interdisciplinary/english/>)

We do not accept inquiries by phone or e-mail.

**7. Confirmation of Admission <<for October Admissions only>>**

Successful applicants of October Admissions must submit Confirmation of Admission by March 23, 2016. The form of Confirmation of Admission will be sent to successful applicants with a notice of an admission decision.

If Confirmation of Admission is not submitted, the successful applicant will be deemed to decline the admission.

(NOTE) For successful applicants of October Admissions, all the required documents in admission procedures will be sent in late August, 2016 to those who have submitted Confirmation of Admission.

**8. Admission Procedures**

Successful applicants must pay the admission fee and submit necessary documents in person or

by mail during the admission procedures period below.

(1) Admission Procedures Period

For April Admissions: From March 4 to March 14, 2016 inclusive

For October Admissions: Early September, 2016 (We will provide the certain date in the documents for admission procedures and on the website (<http://www.shinshu-u.ac.jp/graduate/interdisciplinary/english/>) in late August 2016.)

(2) Hours of Application Acceptance

Drop-off hours are between 9:00 a.m. and 5:00 p.m. on weekdays only.

Mailed submission must arrive by 5:00 p.m. on the deadline day.

(3) Submission Location

Interdisciplinary Graduate School of Science and Technology, Shinshu University: Admissions Office

3-1-1 Asahi, Matsumoto City, Nagano Prefecture, 390-8621 Japan

Tel: 0263-37-2863, from outside Japan +81-263-37-2863

(NOTE 1) When sending the documents for admission procedures by mail, please be sure to fill in all the required information and submit all the required documents.

(NOTE 2) When sending them from overseas by EMS, please be sure not to miss the deadline.

(4) Payment of Fees

① Fees

A. Admission Fee 282,000 yen

(NOTE) If you have completed a master's course or a first-term doctoral course of Shinshu University at the previous month of the admission and will subsequently enroll in a doctoral course or you are a Japanese Government Scholarship Student, you do not need to pay an admission fee.

B. Tuition (first term) 267,900 yen (second term) 267,900 yen

(NOTE) If you are a Japanese Government Scholarship Student, you do not need to pay tuition fees. The amounts of fees are as of April 2015. Any amendments to rules regarding an admission fee and tuition will take effect immediately and will apply to any students entering or already in school. For successful applicants of April Admissions, the amount of fees and payment methods will be informed with a notice of an admission decision. For successful applicants of October Admissions, the amount of fees and payment methods will be informed in late August, 2016.

② The admission fee will not be returned under any circumstances after the payment.

③ For successful applicants having difficulties paying the admission fee and/or tuition,



exemption/collection postponement/monthly installment programs are available. (Monthly installment program can be applied to only tuition.)

If you wish to receive treatments under these programs, please read the documents about these programs included in the documents of admission procedures and apply for them.

(5) Notes

- ① Once you have received the documents for admission procedures, please complete the procedures as early as possible before the end of the admission procedures period.
- ② If successful applicants do not complete all admission procedures by the end of the admission procedures period, they will be deemed to decline the admission.

(6) Documents to be Submitted

For April Admissions : All the necessary documents in Admission procedures will be sent with a notice of an admission decision to successful applicants.

For October Admissions : All the required documents in admission procedures will be sent in late August, 2016 to those who have submitted Confirmation of Admission.

## **9. Preliminary Consultation for Applicants with Disabilities**

Applicants with disabilities need to obtain consent from a desired advisor and submit a free-format document to the Admissions Office in person or by mail by October 23, 2015. Please describe the followings in the document : your desired advisor's name, a type and degree of disability, any requests for special consideration on the examination and in school, situation in daily life, etc. Shinshu University will have an internal consultation based on the document and inform the outcome.

Please download the form (Japanese only) from the following URL. Please use the form for "Graduate school". (<http://www.shinshu-u.ac.jp/admission/consultation.html>)

We may request them to submit a document that describes their degree of disability (e.g. a copy of identification booklet for the physically disabled or doctor's medical certificate).

## **10. Special Measures for Working Student Special Selection**

### **A. Special Educational Methods as Stipulated in Standards for Establishment of Graduate Schools**

In recent years there is an increasing social demand that working professionals such as engineers, teachers, and researchers resume their education in graduate schools. However, they tend to have less chance to pursue their education in graduate schools because they must leave their work for at least three years to study in graduate schools in case of a standard educational method.

Therefore, Standards for Establishment of Graduate Schools includes a stipulation to grant special consideration to working professionals : "With respect to graduate school programs,

universities shall be allowed to offer education by appropriate methods including conducting lectures or research mentorship programs in the evenings or other specified times or terms only when it is deemed essential in terms of education.”

Accordingly Interdisciplinary Graduate School of Science and Technology, Shinshu University offers education for working engineers, teachers, and researchers wishing to pursue their education in graduate schools by special education methods as stipulated in Standards for Establishment of Graduate Schools.

If you wish to request for the special measures for working students, discuss the following (1) and (2) with your desired advisor in advance and then submit a “Special Measures Request Report”.

(1) Scheduling

With consent of your desired advisor, students can take certain lectures and receive research mentorship partially in the evenings or at other specified times. Generally the time is scheduled during weekday evenings from 5 : 50 p.m. to 7 : 20 p.m. and Saturday from 9 : 00 a.m. to 4 : 10 p.m.

(2) Study Plan

Generally students make a three-year study plan at the beginning of the first academic year under mentorship of a desired advisor.

### **B. Extended Study Program**

Extended Study Program is a convenient study option for working students. Well-planned long-term study can facilitate their academic works and reduce tuition fees. Applicants of this program will be reviewed by the university. If permitted, they aim to obtain a degree by completing courses within a period of up to six years.

You can apply for this program after the admission too, but you must apply for it within 10 months after the admission. After the Application of Extended Study Program is permitted, the amount of annual tuition will change as follows :

[Annual tuition = Total tuition of standard doctoral program terms (three years)/Permitted total registered years (up to maximum of six years)]

Please note that the tuition that you have already paid in the first year is not subtracted.

If you wish to use this program, inquire a desired advisor in advance.

### **11. Others**

- (1) Applicants must bring Examination Card with them to an academic test.
- (2) We will not assist with arrangements for accommodations.
- (3) If you have been living in Japan and wish to receive this leaflet of application guidelines by mail,

please enclose a return envelope (a Japanese envelope Kaku No.2 (240×332 mm : 9 7/16×13 1/16 inches) with a 400-yen stamp, your name, address, and postal code) in another envelope with “Request for Student Application Guidelines of Doctoral Program for 20XX October (or April) Admission” written in red and send it to the following address.

Interdisciplinary Graduate School of Science and Technology, Shinshu University

Admissions Office

3-1-1 Asahi, Matsumoto City, Nagano Prefecture, 390-8621 Japan

Tel : 0263-37-2863, E-mail : [sogoko-ao@shinshu-u.ac.jp](mailto:sogoko-ao@shinshu-u.ac.jp)

For any inquiries in English, please send E-mail to the above address.

URL : <http://www.shinshu-u.ac.jp/graduate/interdisciplinary/english/>

【参考】平成28年度 4月入学【第2回選抜】、平成28年10月入学【第1回選抜】募集日程一覧  
 【Reference】 Schedule of April Admissions in 2016【Second Application Period】 and October Admissions in 2016【First Application Period】

事 項 Articles 〈項目番号 Item No.〉	提 出 期 限 等 Deadline for Document Submission and Others	備 考 Remarks
障害のある方の事前相談 Preliminary Consultation for Applicants with Disabilities 〈9〉	平成27年10月23日（金） October 23, 2015	4月入学，10月入学共通 April and October Admissions
入学資格審査調査書 Admission Qualification Screening Report 〈2-(1)〉	平成27年10月30日（金）17：00 ※郵送の場合も必着とする。 October 30, 2015 at 5：00 p.m. NOTE： Mailed documents must arrive by the deadline.	4月入学，10月入学共通 April and October Admissions
入学資格審査結果発表 Notification of Results of Admission Qualification Screening 〈2-(3)〉	平成27年11月17日（火）に本人宛に通知を発送 We send the results by mail on November 17, 2015.	4月入学，10月入学共通 April and October Admissions
出願手続期間 Application Period 〈3〉	平成27年12月8日（火）～平成27年12月16日（水）17：00 ※郵送の場合も必着とする。 From December 8, 2015 to December 16, 2015 at 5：00 p.m. NOTE： Mailed documents must arrive by the deadline.	4月入学，10月入学共通 April and October Admissions
学力検査 Academic Test 〈5-(1)〉	平成28年1月29日（金）9：00～17：00 January 29, 2016 from 9：00 a.m. to 5：00 p.m.	4月入学，10月入学共通 April and October Admissions
合格者発表 Announcement of Successful Applicants 〈6〉	平成28年2月29日（月）17：00 February 29, 2016 at 5：00 p.m.	4月入学，10月入学共通 April and October Admissions
入学確約書の提出締切り （平成28年10月入学者） Submitting Deadline for Con- firmation of Admission （October Admissions Only） 〈7〉	平成28年3月23日（水） ※郵送の場合も必着とする。 （入学手続については平成28年8月下旬に改めて通知しま す。） March 23, 2016 NOTE： Mailed documents must arrive by the deadline. （All the required documents for admission procedures will be sent by mail in late August, 2016.）	10月入学者のみ October Admissions Only
入学手続 （平成28年4月入学者） Admission Procedures for April Admissions 〈8〉	平成28年3月4日（金）～3月14日（月）9：00～17：00 ※郵送の場合も必着とする。 From March 4, 2016 to March 14, 2016 from 9：00 a.m. to 5：00 p.m. NOTE： Mailed documents must arrive by the deadline.	4月入学者のみ April Admissions Only
入学手続 （平成28年10月入学者） Admission Procedures for October Admissions 〈8〉	平成28年9月上旬（8月下旬発送の入学手続書類及び総合 工学系研究科のウェブサイト（ <a href="http://www.shinshu-u.ac.jp/graduate/interdisciplinary/">http://www.shinshu-u.ac.jp/graduate/interdisciplinary/</a> ）に掲載します。） ※郵送の場合も必着とする。 Early September, 2016（We will provide the certain date on the website （ <a href="http://www.shinshu-u.ac.jp/graduate/interdisciplinary/english/">http://www.shinshu-u.ac.jp/graduate/interdisciplinary/english/</a> ） and in the documents for admission procedures that will be sent by mail to successful applicants in late August, 2016.） NOTE： Mailed documents must arrive by the deadline.	10月入学者のみ October Admissions Only

※ 個人情報の利用について

Privacy Policy

信州大学における入学者選抜を通して取得した個人情報については、入学者選抜のほか次の目的のために利用いたします。

Personal Information collected during admission examination processes of Shinshu University is used for the following purposes as well as selecting admissions.

① 入学手続

Admission Process

② 学籍管理

Management of School Registers

③ 学習指導

Educational Purposes

④ 学生支援関係業務

Student Support

⑤ 入学者選抜方法及び大学教育改善のための調査・研究

Surveys and/or research to improve admission examination methods and university education.

なお、調査・研究及び結果の発表に際しては、個人が特定できないように処理します。

Surveys and/or research and publication of the results are processed in forms that do not identify individuals or reveal personal identity.

※ 本募集要項に記載するすべての日付及び時間は、日本国内における年月日及び日本標準時間（JST）によるものです。

NOTE: All the date and time mentioned in this guideline are based on JST.

## 信州大学大学院総合工学系研究科

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伊那キャンパス  
Ina Campus

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発行：信州大学（平成27年10月）

Published by Shinshu University (October, 2015)

編集：信州大学大学院総合工学系研究科入試事務室

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