

Academic Year 2024 (April Admissions)

Master's Program at the Graduate School of Science and Technology  
**【Department of Science】**

**Student Application Guidelines**

General Selection (Second Call for Application)

Special Selection – Foreign Students

**【Matsumoto Campus】**



## Contents

About Online Application .....	1
<b>A</b> General Selection (Second Call for Application), Academic Year 2024 (April Admissions) .....	5
1. Number of Applicants for the Department .....	5
2. Application Qualifications .....	6
3. Admission Qualification Screening .....	7
4. Application Procedures .....	10
5. Selection Method, Test Venues, and Date .....	11
<b>B</b> Special Selection - Foreign Students, Academic Year 2024 (April Admissions) .....	11
1. Number of Applicants for the Department .....	11
2. Application Qualifications .....	12
3. Admission Qualification Screening .....	13
4. Application Procedures .....	15
5. Selection Method, Test Venues, and Date .....	17
<b>A B</b> Common Matters .....	17
6. Announcement of Results .....	17
7. Confirmation of Admission .....	18
8. Admission Procedures and Payments .....	18
9. Notes regarding Examinations, Application Procedures, etc. ....	18
10. Extended Study Program .....	18
11. Preliminary Consultation for Applicants with Disabilities .....	19
12. Security Export Control (for international students) .....	20
13. Others .....	21
About Department of Science, Graduate School of Science and Technology .....	22
Contact list of Department of Graduate School of Science and Technology .....	

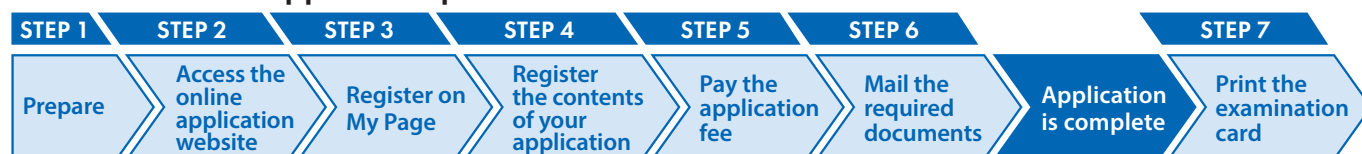
✧ In the event of unforeseen circumstances (natural disasters, etc.) that make it difficult to conduct the examinations according to the prescribed schedule and necessitate urgent notification to applicants, the information will be posted on the Admissions Information page of our website. Please be sure to check the latest information on our website.

(<https://www.shinshu-u.ac.jp/graduate/scienceandtechnology/english/admission/science.php>)

✧ The Application Guidelines of Special Selection for Working Students and the Special Selection for Third-year Undergraduate Students are only in Japanese. Please refer to the Japanese version.

# Online Application Procedure

The entire online application procedure is as follows.



## STEP

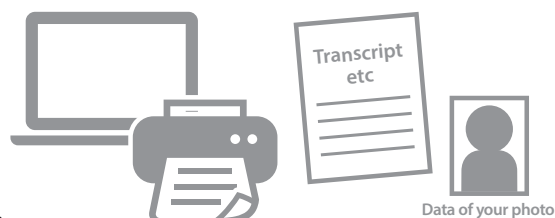
# 1



## Prepare

Prepare a PC with an Internet connection and a printer, etc.  
It may take time for the required documents\* to be issued. Please start preparing them early and ensure that you have them with you before applying.

\*Required Documents : An official transcript, data of your photo, etc.  
For details, refer to the application guidelines.



## STEP

# 2



## Access the Online Application Website

Access from the Online Application website

<https://e-apply.jp/ds/shinshu-u-grad/>

or

the University website

<https://www.shinshu-u.ac.jp/grad/admission/01.php>



## STEP

# 3



## Register on My Page

Enter the required information according to the instructions on the screen to register on My Page.  
If you have already registered on My Page, proceed to STEP 4.



① If you are registering for the first time, click on

**My Page Registration**



② Register your e-mail address and click on

**Send an e-mail for temporary registration**

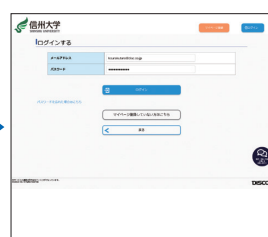


③ Click on **To log-in page** from the user registration screen.



④ A default password and a registration URL will be sent to your registered e-mail address.

\*Configure your e-mail settings to receive e-mails from the @e-apply.jp domain.



⑤ From the log-in screen, use your registered e-mail address and the default password you received in step ④ and click on

**log-in**



⑥ Change your default password.



⑦ Enter your personal information and click on

**Next**



⑧ Confirm your personal information and click on **Register this information**



⑨ Registration is complete. Click on **To My Page**



⑩ When the above page appears, My Page registration is complete.

\* You can proceed to the application procedures by clicking on the **Apply** button only during the application acceptance period. You cannot proceed from here onward during times outside the period. Click on the **Log-out** button.

## STEP

# 4



## Register the Contents of Your Application

Make sure to check the procedures and important notices on the screen, and then enter the required fields according to the instructions on the screen.



① After logging in to My Page, click on the **Apply** button, and the registration page will appear.



② Select the desired graduate school, department.



③ Select an entrance exam and confirm the important notices.



④ Select the information about the desired major field, etc.



⑤ Upload a photo. Click on the **Select Photo** button to select a photo.



⑥ Enter personal information (name, address, etc.).



⑦ Confirm the contents of your application. Click on the **Application Form (sample)** button to check your application form.



⑧ Your application is registered. Click on the **Pay** button to proceed to the page where you can pay your application fee.



⑨ Payment methods for examination fees.  
● Convenience stores  
● ATMs with Pay-easy  
● Online banking ● Credit cards



⑩ Document required for the application in PDF format (Sample)

\*This document can be printed out after the application fee is paid.

If you have selected "Convenience Stores" or "ATMs with Pay-easy" as your payment method, write down the payment number, which will appear after the selection of a payment method, in the memo space below, and make the payment at a convenience store or an ATM with Pay-easy within the designated payment deadline.

### For 7-ELEVEN

Payment slip number Memo (13 digits)

### For Daily YAMAZAKI, Seicomart

Online payment number by Memo (11 digits)

### For LAWSON, MINISTOP, FamilyMart, ATMs with Pay-easy

Customer number memo (11 digits)

Confirmation number memo (6 digits)

Receiving agency number (5 digits) 5 8 0 2 1

\*A receiving agency number is required for payment Pay-easy.

A confirmation e-mail will be sent to you after the application registration is completed. If you have restricted the reception of e-mails, please allow e-mails from the sender (@e-apply.jp) to be received. \*Please note that confirmation e-mails may be sorted into your junk e-mail folder, etc.

**Please be careful not to enter incorrect information, as the registered information cannot be changed or modified after the application registration is completed. However, if you have not yet paid the application fee, you can substantially modify the information by re-registering the correct information.**

\*Please note that if you have selected a credit card for the "Payment Method for the application Fee," the payment will be completed simultaneously with the registration for application.

# STEP

## 5



## Pay the Application Fee

\*For those who do not live in Japan, only pay by credit card.

### 1 Payment by Credit Card

You can select this method and make a payment when registering your application.

[Accepted Credit Cards]

VISA, Master, JCB, AMERICAN EXPRESS, MUFG Card, DC Card, UFJ Card, NICOS Card



Payment is completed upon registration.

### 2 Payment via Online Banking

After registering your application, you will be redirected to the page of each financial institution from the current page. Please follow the instructions on the screen to make the payment.

\*For online payment, your bank account must be signed up for internet banking.

The procedures are completed online.

### 3 Payment at a Convenience Store

Payment at a convenience store can be made by using the payment number that will appear after you have registered the application information.

- Payment can be made at a cash register.
- Payment can be made by using a store terminal.



Loppi



Multi-functional copy machine

あなたも、コンビニ、  
FamilyMart



### 4 Payment at ATMs of banks that accept Pay-easy

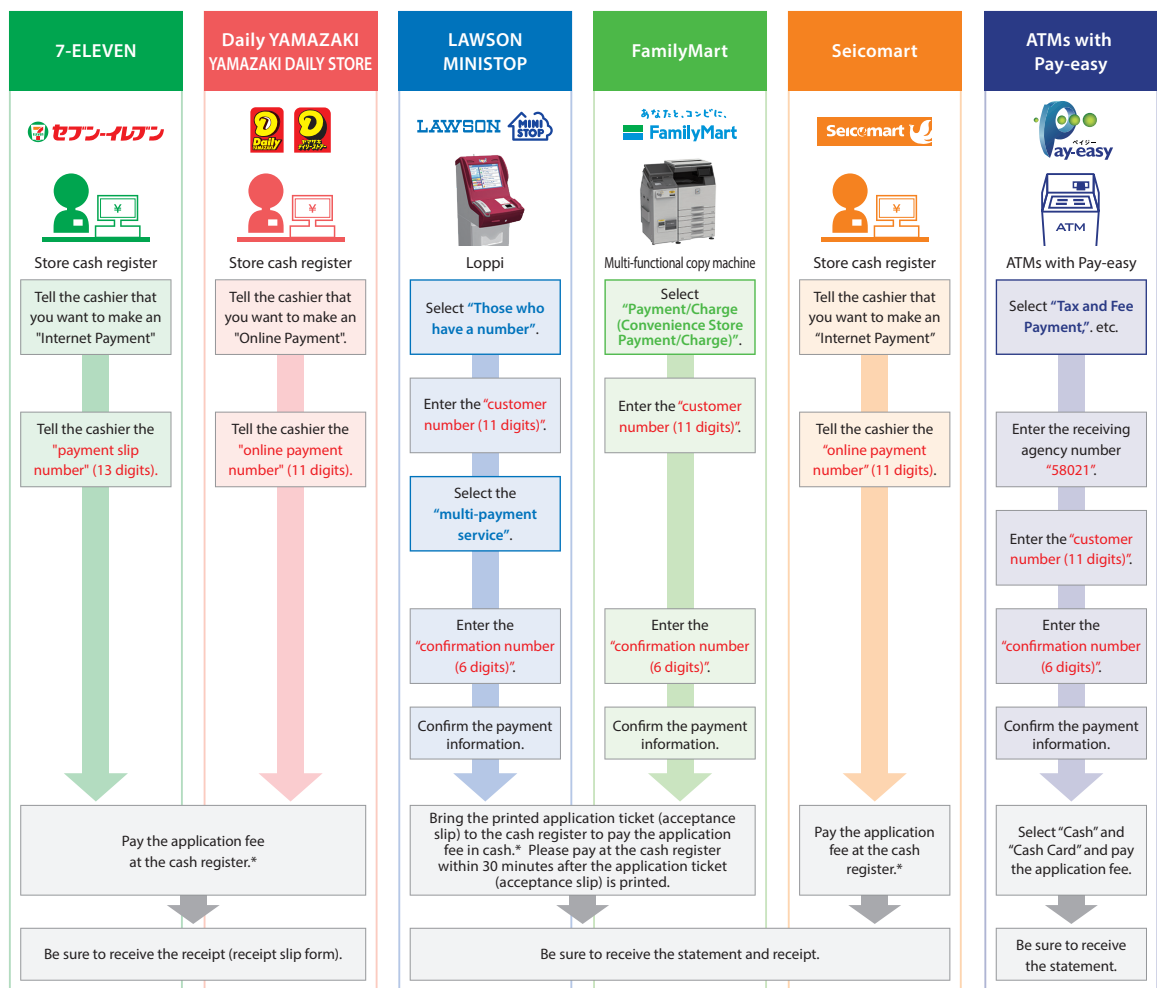
Payment can be made by using the payment number that will appear after you have registered the application information at bank ATMs with Pay-easy by following the instructions on the ATM screen.



\*Please check the "Payment Method Selection" screen to see the banks that offer this payment method.

Enter the required information following the instructions on the screen of each convenience store terminal or ATM and confirm the details before paying the application fee.

#### 3 Convenience Stores



\*When using ATMs of Japan Post Bank or banks, you need to pay by cash card if the amount exceeds 100,000 yen. When using a convenience store, you can pay up to 300,000 yen in cash.  
\*The design of the screen button and the payment procedures are subject to change without notice.

## STEP

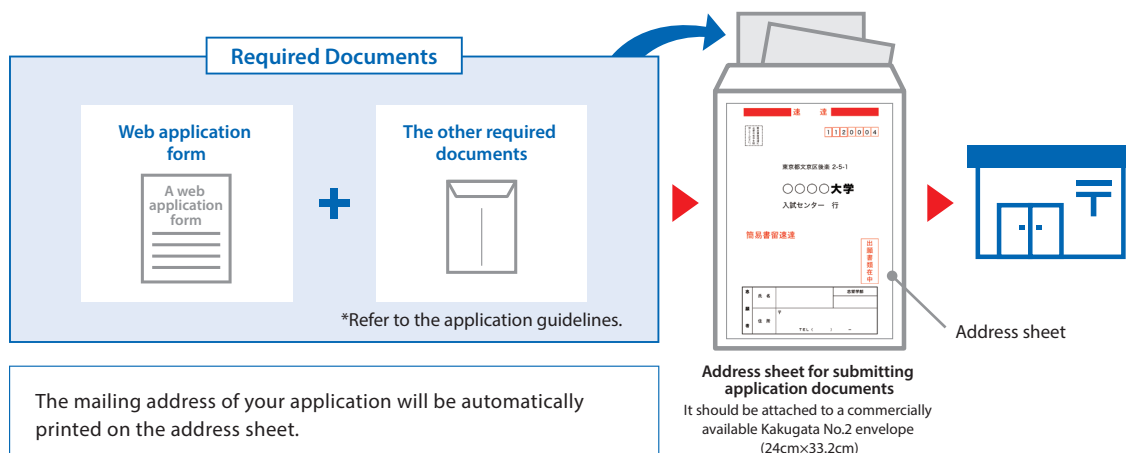
# 6



## Print and Mail the Required Documents

Please note that registration alone does not complete the application procedures.

After completing the application registration and the payment of the application fee, print out the downloadable documents, and mail them together with the other required documents by simplified registered mail from a post office within the application period.



The mailing address of your application will be automatically printed on the address sheet.

### How to print out the "Web Application Form"



- (1) Click on the **Print Application Form** button shown on My page.
- (2) Once the payment has been successfully completed, you will be able to click on the **Print Application Form** button to print out the web application form.

### Application Documents

For details, please check the application guidelines.

\*The application fee and required documents that have been received shall not be returned in any way except for those specified in the application guidelines.

## <Application is Complete.>

### Important points when submitting your application

Your application will be completed by paying the application fee and mailing the required documents after completing the registration on the online application website. Please note that even if you complete the registration, your application will not be accepted if the required documents are not received by the application deadline.

Online application is available 24 hours a day. Please complete the registration on the online application website, paying the application fee and mailing the required documents within the period stipulated in the application guidelines. It is recommended that you apply well ahead of time.

## STEP

# 7



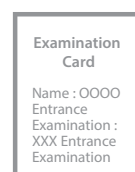
## Print the Examination Card

When the application is accepted and the examination card can be printed, you will be notified through the e-mail address you have registered. Please make sure to print it out and bring it with you on the day of the exam (\*The Examination Card will not be mailed to applicants). If you do not receive the e-mail, please log in to the online application website by the day before the examination, print the card and bring it with you on the day of the examination.

In addition, access the "applicant's knowledge" from the URL described in this e-mail, print and read the notes carefully.

### [Notes about Printing of the Examination Card]

It must be printed single-sided on A4 paper. (Black and white printable)  
Use A4 size vertical, plain white paper on both sides.



**A General Selection (Second Call for Application)**  
**Academic Year 2024 (April Admissions)**  
**Graduate School of Science and Technology (Master's Program)**

**1. Number of Applicants for Department**

Department	Division / Unit		Number to be accepted
Science	Mathematics		A few students
	Science	Physics	
		Chemistry	
		Geology	
		Biology	
		Environmental Science	

**2. Application Qualifications**

Applicants must meet any one of the following categories.

- (1) Persons who have graduated from a university in Japan (minimum study term: 4 years), or who are expected to graduate it by March 2024.
- (2) Persons who have been granted a bachelor's degree as stipulated in Article 104, Section 7 of the School Education Law, or who are expected to be granted a bachelor's degree or equivalent by March 2024.
- (3) Persons who have completed a 16-year education program in a country other than Japan, or who are expected to complete such a program by March 2024.
- (4) Persons who have taken courses in Japan through distance education conducted by a school in a country other than Japan and have completed a 16-year education program at the school, or who are expected to complete such a program by March 2024.
- (5) Persons who have completed an undergraduate program of a foreign school given in Japan which has been stipulated as an educational institution with a college program according to the school education regulations of its country, as well as designated by the Ministry of Education, Culture, Sports, Science and Technology, or who are expected to complete such a program by March 2024. This requirement is limited only to persons who have been deemed to have completed a 16-year education program in a foreign country.
- (6) Persons who have received or will receive a degree equivalent to a Bachelor's degree by March 2024 by completing a program (including the completion of the applicable program in Japan by taking distance-learning courses provided by the school of the applicable foreign country, or the completion of the course at an educational institution that comes to a recognition of the educational system of the applicable foreign country as well as the course is designated in the previous item) with a course term of three years or longer at a foreign university or other foreign school which should be limited to those evaluated about the overall condition of their education and research activities by the government of the applicable foreign country or by authorized persons of the relevant organization, as well as those designated separately as equivalents by the Ministry of Education, Culture, Sports, Science and Technology.
- (7) Persons who have completed a program of study at a vocational college after the date designated by the Ministry of Education, Culture, Sports, Science and Technology, or persons who are expected to complete such

a program by March 2024. The vocational colleges are limited to those with a term of study of 4 years or more and meeting the standards set by the Ministry of Education, Culture, Sports, Science and Technology.

- (8) Persons who have been designated by the Ministry of Education, Culture, Sports, Science and Technology (as stipulated in the 1953 Ministry Bulletin Vol. 5).
- (9) Persons who have been admitted to a graduate school program based on the provisions of Article 102, Section 2, of the School Education Law, and have been deemed to have enough academic capabilities to receive education at the Graduate School of Science and Technology, Shinshu University through preliminary assessment of equivalence of qualification.
- (10) Persons who are deemed to have academic capabilities equal to or greater than bachelor's degree holders through an individual preliminary assessment of equivalence of qualification by the Graduate School of Science and Technology, Shinshu University. Those persons must reach at least 22 years of age by March 31, 2024.
- (11) Persons who have completed a 15-year education program in a country other than Japan, or who are expected to complete such a program by March 2024. Those persons are required to have earned the necessary credits with excellent records as recognized by the Graduate School of Science and Technology, Shinshu University.
- (12) Persons who have taken courses in Japan through distance education conducted by a school in a country other than Japan and have completed a 15-year education program at the school, or who are expected to complete such a program by March 2024. Those persons are required to have earned the necessary credits with excellent records as recognized by the Graduate School of Science and Technology, Shinshu University.
- (13) Persons who have completed an undergraduate program of a foreign school given in Japan which has been stipulated as an education institution with a collage program according to the school education regulating of its country, as well as designated by the Ministry of Education, Culture, Sports, Science and Technology, or who are expected to complete such a program by March 2024. This requirement is limited only to persons who have been deemed to have completed a 15-year education program in the foreign country. Those persons are also required to have earned the necessary credits with excellent records as recognized by the Graduate School of Science and Technology, Shinshu University.
- \* Persons wishing to apply using qualification (8) above are requested to contact the Admission Office beforehand to check the necessary application documents.
- \* Persons wishing to apply using qualification (10) above are persons who will be at least 22 years of age by March 31, 2024, and have graduated from junior college, technical college, vocational college, or other type of school, or who have completed training course at a similar educational facility.

### 3. Admission Qualification Screening

Applicants wishing to apply using qualification (9) to (13) of Application Qualifications are required to undergo an admission qualification screening based on defined below.

- (1) Admission Qualification Screening Report and other documents for submission
- Applicants wishing to apply using qualification (9) are requested to contact the Admission Office beforehand to check the necessary application documents defined below.

Required Documents, etc.	Notes
Admission Qualification Screening Report	Download the prescribed application file and enter the required information. ( <a href="https://www.shinshu-u.ac.jp/graduate/scienceandtechnology/admission/science.php">https://www.shinshu-u.ac.jp/graduate/scienceandtechnology/admission/science.php</a> )



Academic History, Record of Past Activities, Work Experience, etc.	<p>Submit a record regarding academic history, record of past activities, work experience, etc. (hereafter referred to as Academic history, etc.) with specific, but in any format.</p> <p>The following ①-④ are examples of items that may be included in Academic history, etc.</p> <p>Also, attach any published text, thesis, or reports related to Academic history, etc.</p> <p>① Academic record from junior college, technical college, etc.</p> <p>② Work experience in research or educational institutions, companies, etc.</p> <p>③ Experience in activities with international organizations, overseas work experience, etc. and acquisition of language skills appropriate to such activities</p> <p>④ Work experience in computer software development, etc.</p>
Official Transcript, Certificate of (expected) Graduation	<p>If the applicant's final academic background is a junior college, technical college, vocational college or other educational institutions, the applicant must submit a Certificate of (expected) Graduation with an official signature of the President of the college or the Head of the school from which the applicant graduated or completed his/her studies (the Certificate must be sealed in an envelope). In addition, if the applicant has attended a university undergraduate school, please submit an Official Transcript prepared and sealed in an envelope by the President or Dean of the university.</p> <p>(Note 1) If the certificate to be submitted is written in a language other than English or Japanese, an English translation (or Japanese translation) certified by an official institution such as your home university or embassy should also be submitted.</p> <p>(Note 2) When submitting a photocopy of a certificate issued only once (when the school only issues a certificate of completion or transcript once upon completion of the course and does not issue certificates thereafter), submit the original certified copy from the school, embassy, or other official institution.</p>
Return Envelope (for use in forwarding results of Admission Qualification Screening)	Clearly print your name, address, and postal code on No.3 envelope (120mm×235mm), and affix an 84 yen stamp.

## (2) Reception of Admission Qualification Screening Report

Period for Receipt of Admission Qualification Screening Report	From Oct. 16, 2023 (Mon) to Oct. 20, 2023 (Fri) must be received by 17:00
Notification of Results of Admission Qualification Screening	Nov. 7, 2023 (Tue)
Address for Submissions	Admission Office, Graduate School of Science and Technology, Shinshu University 3-1-1 Asahi, Matsumoto, Nagano 390-8621

\* Bringing applications will be accepted between 8:30 a.m. and 5:00 p.m. (weekday only)

\* Submitting applications by mail, please use registered mail (from overseas, use EMS or DHL) and indicate clearly in red on the front of the envelope as: "Contains Documents for Graduate School Master's Program Admission Qualification Screening".

## 4. Application Procedures

### (1) Application Period and Address for Submissions

Period for Acceptance of Application Documents	From Nov. 1, 2023 (Wed.) to Nov. 10, 2023 (Fri.)
Period for Online Application Registration (Payment period for application fee)	From Oct. 25, 2023 (Wed.) to Nov. 10, 2023 (Fri.) 17:00
Address for Submissions	Admission Office, Graduate School of Science and Technology, Shinshu University 3-1-1 Asahi, Matsumoto City, Nagano Prefecture 390-8621

\*All documents must arrive by 5:00 p.m. of the deadline

## (2) Application Procedure Steps (Outline)

\* Application is not completed simply by registering on the Online Application Website. It is completed by submitting the required documents within the application period.

### ① Registration of information on the Online Application Website (including uploading photos)

Follow the instructions on the screen and enter the required information.

### ② Payment of application fee

Application fee: 30,000 yen

Note) Application fees are not required for government-sponsored international students when taking the examination.

\* Please refer to step5 on page 3 for the payment method of the Application Fee.

\* In addition to the application fee, a transfer fee will be borne by the applicant.

\* Payment cannot be made at a bank counter.

\* Payment at ATMs located at convenience stores is not possible.

\* Payment at convenience stores is in cash only. Electronic money and credit cards are not available.

### ③ Submission of necessary documents (mail or bring)

Refer to “(3) Application Documents” and prepare the necessary documents and submit the documents to the address listed in “(1) Application Period and Address for Submissions” during the application period.

Bringing applications will be accepted between 8:30 a.m. and 5:00 p.m. (weekday only).

When sending by mail, put it in a square No. 2 envelope (240 mm x 332 mm), attach the "address sheet" printed from the Online Application Website on the envelope and mail it by simple registered express mail (from overseas, use EMS or DHL).

## (3) Application Documents

### ① Documents to be printed from My Page after registration at Online Application.

\* Be sure to check the printed contents are correct. If there is some error, please correct it in red and submit the corrected one.

Application Documents	Notes
Application Checking Sheet (submission sheet)	Print the Application Checking Sheet (submission sheet) on A4 size paper from the Online Application Website. Monochrome printing is acceptable.
Address sheet *only for mail	When submitting by mail, print out the address sheet from the Online Application Website, attach it to a square No. 2 envelope (240mm x 332mm), put the application documents in, and mail it.

### ② Applications that need to be uploaded on the Online Application Website

Application Documents	Notes
Photo	Upload a photo data (file format: jpeg, jpg, png, bmp, up to 10 MB in size) at the Online Application Website. The photo must be a color photo of the applicant, full-facing upper body, without a hat, without a background. Photos that are unclear, have a dark background, or have been manipulated are not acceptable.

③ Documents prepared by applicant

Application Documents	Notes
Reports	Applicants who apply to Mathematics Division must submit the following reports either in English or Japanese: ( i ) Summary of a theory, theorem or seminar problem, etc., in which you are particularly interested, two pages long in A4-sized paper. ( ii ) Summary of research field and topics of interest that you plan to study after enrollment.
Research Proposal	Applicants who apply to Science Division must submit a short history of major research and the departments in which they worked, along with a summary of proposed research topics either in 250 words of English or 1,000 letters of Japanese in A4-sized paper.
Official Transcript, Certificate of (expected) Graduation	Submit the Official Transcript produced by the President of the university, Dean of the faculty or the Head of the school from which applicant graduated <b><u>with a sealed envelope</u></b> . Also submit a Certificate of (expected) Graduation with an official signature of the President of the college or the Head of the school <b><u>sealed in an envelope</u></b> . (Note) *1 Applicants who graduated from Faculty of Science, Shinshu University and universities abroad may submit the Transcript with not a sealed envelope. *2 Submission is not required for those who have undergone the admission qualification screening. *3 If the certificates or documents to be submitted are written in a language other than English (or Japanese), attach an “English translation (or Japanese translation) with notarized proof of translation” prepared by an official public notary organization such as the attended school or embassy. *4 To submit a copy of an original certification document which cannot be reissued (e.g., in the cases of schools which issue certificates of completion or transcripts of grades only once or qualification certificates, etc.), please submit a notarized copy of the original from an official public notary organization such as the attended school or embassy.
Certificate of Degree Awarded 【Only if applicable】	Applicants who apply according to (2) of the “2. Application qualifications” and have been awarded a bachelor's degree must submit a bachelor's degree award certificate issued by the National Institution for Academic Degrees and Quality Enhancement of Higher Education.
Copy of a Residence Certificate or of a Passport 【Only if applicable】	Applicants who do not possess Japanese citizenship are requested to submit the Copy of a Residence Certificate which was issued by local government office. Applicants who do not make resident registration are requested to submit a photocopy of the passport pages showing the name, nationality, birth date, sexuality, as well as Japanese visa. Applicants who will submit their application from within Japan, submit a photocopy of the passport page showing the most current stamp of status of residence and period of stay or a photocopy of the residence card.
Certificate of the Japanese Government Scholarship 【Only if applicable】	The Japanese government scholarship students who are on the register at the other university must present the Certificate of the Japanese Government (MEXT) Scholarship student that is issued by the university.

(4) Examination Card, Applicant's knowledge

Your examination number will be sent by email to your registered email address once examination number is determined and you can download the Examination Card from My Page in Online Application Website. Please bring the printed Examination Card (monochrome printing is acceptable) with you on the examination day.

※Please obtain the “Applicant's knowledge” from the URL provided in the notification email, read it carefully, and bring it with you on the day of the exam as well.

※If you do not receive the notification email one week before the examination date, please contact us immediately at the contact information on page 23.

## 5. Selection Method, Test Venues, and Date

### (1) Selection method

Selection will be made based on a combination of a written examination, an oral examination and the submitted application documents.

### (2) The test venues shall be set up at Matsumoto Campus. (3-1-1 Asahi, Matsumoto, Nagano)

### (3) Details on the examination day

Division / Unit		Date	Time	Examination	Notes
Mathematics		Nov. 22 (Wed.)	9:00-	Oral examination	Each applicant will take a 30-minute oral examination. Using a blackboard, applicants shall make a 10-minute presentation and answer questions regarding the contents of the submitted report.
Science	Physics		9:00-	Oral examination	Written examination (physics) will be conducted as a reference for oral examination.
	Chemistry		9:00-	Oral examination	Written examination (English and chemistry) will be conducted as a reference for oral examination. A dictionary and a calculator will be lent to each applicant. (Bringing dictionaries and calculators are not allowed)
	Geology		10:00-11:00	Written examination in English	Bringing dictionaries is not allowed.
			13:00-	Oral examination	Applicants are required to explain the research proposal (12-minute).
	Biology		9:00-	Oral examination	Applicants are required to explain the research proposal (12-minute).
	Environmental Science		9:00-	Oral examination	Applicants are required to explain the research proposal (12-minute).

\* Applicants must carry writing instruments with them.

Continue to page 17

**B Special Selection - Foreign Students**  
**Academic Year 2024 (April Admissions)**  
**Graduate School of Science and Technology (Master's Program)**

These student application guidelines apply to the following Division / Unit at the Matsumoto Campus involved in the Special Selection of Foreign Students

### 1. Number of Applicants for Department

Department	Division / Unit		Number to be accepted
Science	Mathematics		A few students
	Science	Physics	
		Chemistry	
		Geology	
		Biology	
		Environmental Science	

### 2. Application Qualifications

Persons who do not have Japanese citizenship, who, according to the Immigration Control and Refugee Recognition Act, have resident status that would not prevent entrance into a graduate school or who can obtain the appropriate status after entrance into a graduate school, and who fall into any one of the following categories:

- (1) Persons who have completed a 16-year program of school education in a country other than Japan, or who are expected to complete such a program by March 2024.
- (2) Persons who have taken courses in Japan through distance education conducted by a school in a country other than Japan, and who by doing so have completed a 16-years program of school education at the school, or who are expected to complete such program by March 2024.
- (3) Persons who have completed or are expected to complete by March 2024 an undergraduate program of study of a foreign school given in Japan which meets the stipulations of the Minister of Education, Culture, Sports, Science and Technology (this requirement is limited only to persons deemed to have completed 16 years of school education of the foreign country.) As specified by the Minister of Education, Culture, Sports, Science and Technology, the foreign school must be recognized as an educational institution with a college program according to the school education regulations of its country.
- (4) Persons who has received or will receive a degree equivalent to a Bachelor's degree by March 2024 by completing a program with a course term of three years or longer (including the completion of the applicable program in Japan by taking distance-learning courses provided by the school of the applicable foreign country, or the completion of the course at an educational institution that is within the educational system of the applicable foreign country and is designated in the previous item) at a foreign university or other foreign school (regarding the overall condition of their education and research activities, institutions should be limited to those evaluated by the government of the applicable foreign country or by authorized

persons of the relevant organization as well as those designated separately as equivalents by the Minister of Education, Culture, Sports, Science and Technology).

- (5) Persons who in an individual admissions qualification screening by the Graduate School of Science and Technology, Shinshu University are deemed to have academic capabilities equal to or greater than a person having graduated from university, and who are 22 years of age or older, or who will be 22 years of age by March 31, 2024.
- (6) Applicants who have completed 15- year program of school education outside Japan, or 15- year program of school education through a distance education program offered by a foreign school while living in Japan by March 2024, and have been approved by the Graduate School of Science and Technology, Shinshu University as acquiring prescribed credits with excellent results.
- (7) Applicants who have completed 15- year program of school education outside Japan, or 15- year program of school education through a distance education program offered by a foreign school while living in Japan by March 2024, and have been approved by the Graduate School of Science and Technology, Shinshu University as acquiring prescribed credits with excellent results.
- (8) Applicants who have completed 15- year program of school education outside Japan, or 15- year program of school education through a distance education program offered by a foreign school while living in Japan by March 2024, and have been approved by the Graduate School of Science and Technology, Shinshu University as acquiring prescribed credits with excellent results.

\* Persons falling into category (5) are “persons who have graduated from junior college, technical college, vocational college or other types of school, or have completed training at a similar educational facility, and who are 22 years of age or will be 22 years of age by March 31, 2024.”

#### <ATTENTION>

Foreign national applicants who have graduated or are expected to graduate from a Japanese university (required minimum term of study: 4 years) are not eligible for this Selection but they must apply for the General Selection. However, the international students with Japanese Government Scholarship (Monbukagakusho: MEXT) may apply for Special Selection of Foreign Students.

### 3. Admission Qualification Screening

Applicants wishing to apply using qualification (5) to (8) of Application Qualifications are required to undergo an admission qualification screening, as defined below:

#### (1) Admission Qualification Screening Report and other documents for submission

Required Documents, etc.	Notes
Admission Qualification Screening Report	Download the prescribed application file and enter the required information. ( <a href="https://www.shinshu-u.ac.jp/graduate/scienceandtechnology/admission/science.php">https://www.shinshu-u.ac.jp/graduate/scienceandtechnology/admission/science.php</a> )
Academic History, Record of Past Activities, Work Experience, etc.	Submit a record (specific, but in any format) regarding academic history, record of past activities, work experience, etc. (hereafter referred to as “Academic history, etc.”). The following (①-④) are examples of items that may be included in Academic history, etc. Also, please attach any published text, thesis, or reports related to Academic history, etc. ① Academic record from junior college, technical college, etc. ② Work experience in research or educational institutions, companies, etc. ③ Experience in activities with international organizations, overseas work experience, etc., and acquisition of language skills appropriate to such activities ④ Work experience in computer software development, etc.

Official Transcript, Certificate of (expected) Graduation	<p>If the applicant's final academic background is a junior college, technical college, vocational college or other educational institutions, the applicant must submit a Certificate of (expected) Graduation with an official signature of the President of the college or the Head of the school from which the applicant graduated or completed his/her studies (the Certificate must be sealed in an envelope). In addition, if the applicant has attended a university undergraduate school, please submit an Official Transcript prepared and sealed in an envelope by the President or Dean of the university.</p> <p>(Note 1) If the certificate to be submitted is written in a language other than English or Japanese, an English translation (or Japanese translation) certified by an official institution such as your home university or embassy should also be submitted.</p> <p>(Note 2) When submitting a photocopy of a certificate issued only once (when the school only issues a certificate of completion or transcript once upon completion of the course and does not issue certificates thereafter), submit the original certified copy from the school, embassy, or other official institution.</p>
Return Envelope (for use in forwarding results of Admission Qualification Screening)	Clearly print your name, address, and postal code on No.3 envelope (120mm×235mm), and affix an 84 yen stamp. (Those who living abroad are not required.)

## (2) Reception of Admission Qualification Screening Report

Period for Receipt of Admission Qualification Screening Report	From Oct. 16, 2023 (Mon) to Oct. 20, 2023 (Fri) must be received by 17:00
Notification of Results of Admission Qualification Screening	Nov. 7, 2023 (Tue)
Address for Submissions	Admission Office, Graduate School of Science and Technology, Shinshu University 3-1-1 Asahi, Matsumoto, Nagano 390-8621

\* Bringing applications will be accepted between 8:30 a.m. and 5:00 p.m. (weekday only)

\* Submitting application documents and materials by mail, please use registered mail (from overseas, use EMS or DHL) and indicate clearly in red on the front of the envelope: "Contains documents for Admission Qualification Screening for Foreign Student; Graduate School Master's Program."

## 4. Application Procedures

### (1) Application period and address for submissions

Period for Acceptance of Application Documents	From Nov. 1, 2023 (Wed.) to Nov. 10, 2023 (Fri.)
Period for Online Application Registration (Payment period for application fee)	From Oct. 25, 2023 (Wed.) to Nov. 10, 2023 (Fri.) 17:00
Address for Submissions	Admission Office, Graduate School of Science and Technology, Shinshu University 3-1-1 Asahi, Matsumoto City, Nagano Prefecture 390-8621

\*All documents must arrive by 5:00 p.m. of the deadline

### (2) Application procedure steps (outline)

\* Application is not completed simply by registering on the Internet application registration site. It is completed by submitting the required documents within the application period.

#### ① Registration of information on the Internet application registration site (including uploading photos)

Follow the instructions on the screen and enter the required information.

#### ② Payment of application fee

Application fee: 30,000 yen

Note) Application fees are not required for government-sponsored international students when taking the

examination.

\* Please refer to step5 on page 3 for the payment method of the Application Fee.

\* In addition to the application fee, a separate payment fee will be borne by the applicant.

\* Payment cannot be made at a bank counter.

\* Payment at ATMs located at convenience stores is not possible.

\* Payment at convenience stores is in cash only. Electronic money and credit cards are not available.

③ Submission of necessary documents (mail or bring)

Refer to “(3) Application Documents” and prepare the necessary documents and submit the documents to the address listed in “(1) Application Period and Address for Submissions” during the application period.

Bringing applications will be accepted between 8:30 a.m. and 5:00 p.m. (weekday only).

When sending by mail, put it in a square No. 2 envelope (240 mm x 332 mm), attach the "address sheet" printed from the Online Application Website on the envelope and mail it by simple registered express mail (from overseas, use international postal Express Mail Service (EMS or DHL)).

(3) Application Documents

① Documents to be printed from My Page after registration at Online Application.

\*Be sure to check the printed contents are correct. If there is some error, please correct it in red and submit the corrected one.

Application Documents	Notes
Application Checking Sheet (submission sheet)	Print the Application Checking Sheet (submission sheet) on A4 size paper from the Online Application Website. Monochrome printing is acceptable.
Address sheet *only for mail	When submitting by mail, print out the address sheet from the Online Application Website, attach it to a square No. 2 envelope (240mm x 332mm), put the application documents in, and mail it.

② Applications that need to be uploaded on the Online Application Website

Application Documents	Notes
Photo	Upload a photo data (file format: jpeg, jpg, png, bmp, up to 10 MB in size) at the Online Application Website. The photo must be a color photo of the applicant, full-facing upper body, without a hat, without a background. Photos that are unclear, have a dark background, or have been manipulated are not acceptable.

③ Documents prepared by applicant

Application Documents	Notes
Reports	Applicants who apply to Mathematics Division must submit the following reports either in English or Japanese: ( i ) Summary of a theory, theorem or seminar problem, etc., in which you are particularly interested, two pages long in A4-sized paper. ( ii ) Summary of research field and topics of interest that you plan to study after enrollment.
Research Proposal	Applicants who apply to Science Division must submit a short history of major research and the departments in which they worked, along with a summary of proposed research topics either in 250 words of English or 1,000 letters of Japanese in A4-sized paper.
Official Transcript, Certificate of (expected)	Submit the Official Transcript produced by the President of the university, Dean of the faculty or the Head of the school from which applicant graduated



Graduation	<p><b><u>with a sealed envelope.</u></b> Also submit a Certificate of (expected) Graduation with an official signature of the President of the college or the Head of the school <b><u>sealed in an envelope.</u></b></p> <p>(Note)</p> <p>*1 Applicants who graduated from Faculty of Science, Shinshu University and universities abroad may submit the Transcript with not a sealed envelope.</p> <p>*2 Submission is not required for those who have undergone the admission qualification screening.</p> <p>*3 If the certificates or documents to be submitted are written in a language other than English (or Japanese), attach an “English translation (or Japanese translation) with notarized proof of translation” prepared by an official public notary organization such as the attended school or embassy.</p> <p>*4 To submit a copy of an original certification document which cannot be reissued (e.g., in the cases of schools which issue certificates of completion or transcripts of grades only once or qualification certificates, etc.), please submit a notarized copy of the original from an official public notary organization such as the attended school or embassy.</p>
Copy of a Residence Certificate or of a Passport 【Only if applicable】	<p>Applicants who do not possess Japanese citizenship are requested to submit the Copy of a Residence Certificate which was issued by local government office. Applicants who do not make resident registration are requested to submit a photocopy of the passport pages showing the name, nationality, birth date, sexuality, as well as Japanese visa.</p> <p>Applicants who will submit their application from within Japan, submit a photocopy of the passport page showing the most current stamp of status of residence and period of stay or a photocopy of the residence card.</p>
Certificate of the Japanese Government Scholarship 【Only if applicable】	<p>The Japanese government scholarship students who are on the register at the other university must present the Certificate of the Japanese Government (MEXT) Scholarship student that is issued by the university.</p>

#### (4) Examination Card

Your examination number will be sent by email to your registered email address once examination number is determined and you can download the Examination Card from My Page in Online Application Website. Please bring the printed Examination Card (monochrome printing is acceptable) with you on the examination day.

※Please obtain the “Applicant’s knowledge” from the URL provided in the notification email, read it carefully, and bring it with you on the day of the exam as well.

※If you do not receive the notification email one week before the examination date, please contact us immediately at the contact information on page 23.

### 5. Selection method, Test venues, and Date

#### (1) Selection of applicants

Selection will be made based on a combination of a written examination, an oral examination and the submitted application documents.

#### (2) The test venues shall be set up at Matsumoto Campus. (3-1-1 Asahi, Matsumoto, Nagano)

#### (3) Details on the examination day

Division / Unit	Date	Time	Examination	Notes
Mathematics	Nov. 22 (Wed.)	9:00-	Oral examination	Each applicant will receive a 30-60 min. oral examination. Using a blackboard, applicants shall make a 10-minute presentation and answer questions regarding the contents of the submitted report.

Science	Physics	Nov. 22 (Wed.)	9:00-	Oral examination	<p>Each applicant will receive a 30-60 min. oral examination.</p> <p>Applicants are required to explain, principally in English, the research proposal in 20 min. and to answer questions relevant to it and fundamental knowledge concerning the subject.</p> <p>A written examination may be included.</p>
	Chemistry				
	Geology				
	Biology				
	Environmental Science				

\* Applicants must carry writing instruments with them.

Continue to page 17

## **AB Common Matters**

### **6. Announcement of Results**

December 6, 2023 (Wed.) 10:00 a.m.

Successful applicants will be notified by mail individually. The announcement will be posted on the website of Graduate School of Science and Technology.

Inquiry about the results by other means, such as telephone and mail are not strictly permitted.

### **7. Confirmation of Admission**

Successful applicants must submit the Confirmation of Admission by December 15, 2023 (Fri.).

The form of the Confirmation of Admission will be sent to successful applicants with a notice of an admission decision.

### **8. Admission Procedures and Payments**

Successful applicants are requested to submit the required documents within the period stated below, and to make the payments as specified.

Documents and other materials required for admission procedures will be sent early February 2024 to those who have submitted the Confirmation of Admission.

#### **(1) Term for Admission Procedures**

March 4, 2024 (Mon.) - March 8, 2024 (Fri.)

Bringing documents will be accepted between 8:30 a.m.-5:00 p.m. (weekday only)

Submitting documents by mail must arrived by 5:00 p.m. of the final deadline.

#### **(2) Location for Admission Procedures**

Admission Office, Graduate School of Science and Technology, Shinshu University  
3-1-1 Asahi, Matsumoto, Nagano 390-8621

#### **(3) Payments of Fees**

##### **① Fees**

A. Admission Fee amounts 282,000 yen.

B. Tuition of the first semester amounts 267,900 yen, and of the second semester amounts 267,900 yen.

(Note)

The fees listed above are the current amounts as of April 2023. Any amendments to rules regarding admission fee and tuition will take effect immediately and be applied to entering students and students already enrolled in regular course studies. Information concerning the fees to be paid and the methods of payment will be sent together with the admission documents.

② Admission Fee already paid cannot be refunded for any reason whatsoever.

③ For students having difficulties paying the Admission Fee or tuition, fee exemption program is available. Students are advised to apply after carefully reading the documents describing these programs which will be included with the admission documents.

#### (4) Notes of Caution regarding the Admission Procedure

- ① Once you have received the documents for admission procedure, please complete the procedure as early as possible.
- ② If the admission procedure is not completed by the admission procedure deadline, it will be assumed that admission to the Shinshu University has been declined.
- ③ If the successful applicant does not meet the qualifications for admission as stipulated in Article 18 of the University's Graduate School Regulations, he/she will not be accepted his/her admission.

### 9. Notes regarding Examinations, Application Procedures, etc.

- (1) Applications will not be accepted unless all required documents are submitted.
- (2) Application documents cannot be changed after application procedures have begun.
- (3) Application documents that have been received cannot be returned under any circumstances.
- (4) Applicants must put the name of a research advisor they desire in the column of "Name of Desired Advisor" on the Online Application Website. Before filling in this name and submitting your application, you must contact the advisor desired and spend enough time for discussing your suitability for your desired research field. For inquiries in English please send an email to the following address.

Admission Office, Graduate School of Science and Technology, Shinshu University

E-mail: [s\\_admi@shinshu-u.ac.jp](mailto:s_admi@shinshu-u.ac.jp)

- (5) Examination Fee that have been received cannot be returned. However, full or part of Examination Fee will be refunded upon request of applicants if applicants have inappropriately overpaid Examination Fee or they did not apply after having paid 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. ([https://www.shinshu-u.ac.jp/ad\\_portal/return/index.html](https://www.shinshu-u.ac.jp/ad_portal/return/index.html))(Japanese version only “入試情報ポータル” / “入学検定料返還手続き”).
- (6) Successful applicants will be withdrawn if any information included in submitted documents is found to have been falsified.
- (7) 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: [s\\_admi@shinshu-u.ac.jp](mailto:s_admi@shinshu-u.ac.jp)

### 10. 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 four years. If you wish to use this program, inquire the admission office ([s\\_admi@shinshu-u.ac.jp](mailto:s_admi@shinshu-u.ac.jp)) in advance.

### 11. Preliminary Consultation for Applicants with Disabilities

Applicants with disabilities (see table below) who will require support/special assistance when taking the examination or when pursuing their studies after admission should submit a preliminary consultation application form to reach the Admissions Office ([s\\_admi@shinshu-u.ac.jp](mailto:s_admi@shinshu-u.ac.jp)) by 5:00 p.m. Friday October 20, 2023.

We may also ask you to submit a document giving details of the severity of your disability (e.g., medical document(copy) or Physical Disability Certificate (copy)).

If you have a severe disability, please arrange a consultation as soon as possible. Without a preliminary consultation, we may be unable to provide the support you need right after enrollment.

\* You can download the preliminary consultation application form from the website ([https://www.shinshu-u.ac.jp/ad\\_portal/consultation/index.html](https://www.shinshu-u.ac.jp/ad_portal/consultation/index.html)) (Japanese version only “入試情報ポータル” / “障害等のある方の事前相談”).

\* If you need to take an examination using a hearing aid, crutches, or a wheelchair, etc., special arrangements may be required in the setting up of the exam room, and we will need advance notice to manage these adjustments.

The purpose of the preliminary consultation is to engage in a dialogue with applicants with disabilities in order to discuss possible accessibility issues on the University’s campuses and to create a better environment in which to take entrance examinations and pursue research. Reporting a disability issue will not affect an applicant’s eligibility to take an entrance examination or limit their opportunities to study or do research once admitted.

Type of disability	Severity of disability
Visual impairment	Corrected eyesight in both eyes is generally less than 20/66 (6/20), or visual impairment other than visual acuity is so severe that ordinary visual recognition of letters, figures, etc. is impossible or extremely difficult even with the use of a magnifying glass, etc.
Hearing impairment	Hearing level in both ears is approximately 60 dB or more, and applicant is unable (or finds it extremely difficult) to hear normal speech even with the use of a hearing aid, etc.
Mobility impairment/ Orthopedic impairment	1. Applicants with physical disabilities for whom basic movements in daily life, such as walking and writing, are impossible or difficult even with the use of assistive devices 2. Applicants with less severe physical disabilities but who still require medical observation and assistance with daily activities
Developmental disorders	• Autism spectrum disorders (autism, Asperger’s syndrome, pervasive developmental disorder) • Specific learning disorders (learning disabilities) • Attention deficit hyperactivity disorder
Health impairment/Condition, including chronic conditions	1. Applicants with chronic respiratory, renal and neurological disorders, malignant neoplasms and other disease states that require continued medical care or assistance with daily living 2. Applicants who require constant assistance with daily life due to physical weakness
Others	Applicants who require support when taking an examination or studying for reasons other than those given above

## 12. Security Export Control (for international students)

From the perspectives of exporting goods, providing technologies and people-to-people exchange, Shinshu University has established the Shinshu University Security Export Control Regulations in accordance with the Foreign Exchange and Foreign Trade Act to develop the system of export control.

International students subject to such legislation should have sufficient discussions with their academic advisor prior to applying to our university, and should note in advance that:

- If they fall under any of the regulated matters, they may not be able to receive the desired education or their research activities may be restricted after enrollment.
- If regulation is tightened due to amendment of the law, or for any other reason, the student may be unable to continue research already under way.

cf. the Shinshu University Security Export Control Regulations  
(<https://www.shinshu-u.ac.jp/guidance/regulations/act/frame/frame110000169.htm>)

### 13. Others

#### (1) Certification of completion and conferment of degrees

Persons who have been registered with the Graduate School of Shinshu University, Master's Program for two years or more, have acquired 30 credits or more in the subjects specified for the department, and furthermore, have passed the screening for an academic thesis as well as the final examinations, shall be conferred with a Master's Degree (Science).

#### (2) Scholarships

Those who wish to receive a scholarship loan from the Japan Student Services Organization (JASSO) will be selected as scholarship recipients after a screening process.

#### (3) Persons wishing to receive a copy of the Student Application Guidelines by mail, indicate clearly in red on the envelope: "Request for Student Application Guidelines; Master's Program". Including a return envelope (No.2 envelope [240mm×332mm]) 250 yen stamp affixed, clearly indicating the requesting person's name, address, and postal code, and send them to the Admission Office indicated in the "4. (1) Application period and address for submissions".

#### (4) Privacy Policy

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

- ① Admission Process
- ② Management of School Registers
- ③ Educational Purposes
- ④ Student Support
- ⑤ Security Export Control (for international students)
- ⑥ Surveys and/or research to improve admission examination methods and university education.

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

## About Department of Science, Graduate School of Science and Technology

For more information, please visit the site: <https://www.shinshu-u.ac.jp/graduate/scienceandtechnology/english/science/>

Division	Group
Mathematics	Algebra
	Geometry
	Mathematical Analysis
	Natural Informatics

Division	Unit	Group
Science	Physics	Physical Property Theory
		Magnetic Physics
		Optical Physics
		Elementary Particle Theory
		High Energy Physics
		Cosmic Ray Physics
		Observational Astronomy
	Chemistry	Analysis Chemistry
		Inorganic Chemistry
		Organic Chemistry
		Physical Chemistry
	Geology	Stratigraphy and Tectonics
		Petrology and Mineralogy
	Biology	Plant Ecology
		Phylogenetics and Evolution
		Reproductive Biology
		Molecular Symbiology
		Genetic Education
		Plant Parasitic Mycology
		Molecular Optogenetics
		Bird Ecology
		Evolutionary Anthropology
	Environmental Sciences	Earth System Analysis
		Ecological System Analysis

## Contact list of Department of Graduate School of Science and Technology

The Graduate School of Science and Technology consists of the following 5 departments.

\*This application guideline describes the Department of Science.

For other departments, please contact the "Contact of Inquiries".

Department	Contact for Inquiries
<b>Department of Science</b>	<b>Admission Office, Graduate School of Science and Technology, Shinshu University (Matsumoto Campus) 3-1-1 Asahi, Matsumoto, Nagano 390-8621 E-mail: s_admi@shinshu-u.ac.jp</b>
Department of Engineering	Admission Office, Graduate School of Science and Technology, Shinshu University (Nagano-Engineering Campus) 4-17-1, Wakasato, Nagano 380-8553 TEL 026-269-5056
Department of Textile and science technology	Admission Office, Graduate School of Science and Technology, Shinshu University (Ueda Campus) 3-15-1, Tokida, Ueda, Nagano 386-8567 TEL 0268-21-5304
Department of Agriculture	Admission Office, Graduate School of Science and Technology, Shinshu University (Ina Campus) 8304, Minamiminowa-Village, Kamiina-Country, 399-4598 TEL 0265-77-1310
Department of Biomedical Engineering	Graduate School Office, Division of Student Affairs, Shinshu University 3-1-1 Asahi, Matsumoto, Nagano 390-8621 TEL 0263-37-2863