

2025 Academic Year (AY2025)

April Enrollment

Shinshu University

Graduate School of Medicine, Science and Technology

—Doctoral Programs—

Department of Medical Sciences, Medical Science Division

Department of Biomedical Engineering (4-year course)

## **Application Guidelines**

for General Admission

Second application round (exam on January 10, 2025)

*Disclaimer: This English version of the Application Guidelines is an excerpt from the official Japanese document and is not legally binding. The Japanese version will be used in the event of any discrepancies.*

**信州大学**  
SHINSHU UNIVERSITY

## 【About Internet Application】

Shinshu University is currently introducing an Internet application system.

Applicants are required to complete an online registration, print out the necessary documents and the examination card, and receive information for the admission throughout this system.

Keep your ID and password since you need to log in after the registration.

Please access the following URL for more details.

<https://www.shinshu-u.ac.jp/graduate/sogoiriko/en/admission/>

### 1. Enrollment Limits for AY2025

Department of Medical Sciences	
Medical Science Division	42 students
Department of Biomedical Engineering	
Biotechnology Division (4-year course)	10 students
Biomedical Engineering Division (4-year course)	

*Note: Enrollment limits are the total number of students able to enroll throughout the academic year of 2025.*

### 2. Eligibility Requirements

All international applicants should first ascertain that they meet the application requirements. Submit your curriculum vitae to the Admissions Office before applying for Eligibility Assessment.

To be eligible to apply for our doctoral programs, international applicants must fall into ONE of the following requirement categories:

- (1) Have completed or will complete 18 years of school curriculum in a foreign country provided successful completion of a course in Medicine, Dentistry, Pharmacy, or Veterinary Medicine by the time of anticipated matriculation (March 31, 2025).
- (2) Have completed or will complete 18 years of school curriculum conducted by a country other than Japan through distance education while residing in Japan provided successful

completion of a course in Medicine, Dentistry, Pharmacy, or Veterinary Medicine by the time of anticipated matriculation (March 31, 2025).

(3) Have completed or will complete an overseas university program (equivalent to completing 18 years of school curriculum of said foreign country) at an educational institution located in Japan established under the school education system of said foreign country, provided successful completion of the curriculum specified by the Japanese Ministry of Education, Culture, Sports, Science, and Technology (MEXT) as well as a course in Medicine, Dentistry, Pharmacy, or Veterinary Medicine by the time of anticipated matriculation (March 31, 2025).

(4) Have earned or will earn an academic degree equivalent to a Japanese bachelor's degree by completing a school program of 5 years or more (including completion of said program via school curriculum conducted by a country other than Japan through distance education while residing in Japan and via school curriculum specified by MEXT at an educational institution located in Japan established under the school education system of said foreign country) at a foreign university or institution (accredited by the government of said foreign country or by MEXT) provided successful completion of a course in Medicine, Dentistry, Pharmacy, or Veterinary Medicine by the time of anticipated matriculation (March 31, 2025).

(5) Have been recognized as having academic abilities equivalent or superior to those of a Japanese university graduate in Medicine, Dentistry, Pharmacy (6-year program), or Veterinary Medicine as a result of an individual eligibility assessment by Shinshu University Graduate School of Medicine, Science and Technology, providing the applicant has reached 24 years of age or older by the time of anticipated matriculation (March 31, 2025).

(6) Have completed or will complete 16 years of school curriculum in a foreign country provided successful completion of a course in Medicine, Dentistry, Pharmacy, or Veterinary Medicine by the time of anticipated matriculation (March 31, 2025), and have been recognized as having acquired the prescribed credits with excellent results by Shinshu University Graduate School of Medicine, Science and Technology.

(7) Have completed or will complete 16 years of school curriculum conducted by a country other than Japan through distance education while residing in Japan provided successful completion of a course in Medicine, Dentistry, Pharmacy, or Veterinary Medicine by the time of anticipated matriculation (March 31, 2025), and have been recognized as having acquired the prescribed credits with excellent results by Shinshu University Graduate School of Medicine, Science and Technology.

(8) Have completed or will complete an overseas university program (equivalent to completing 16 years of school curriculum of said foreign country) at an educational institution located in Japan established under the school education system of said foreign country, provided successful completion of the curriculum specified by MEXT as well as completion of a course in Medicine, Dentistry, Pharmacy, or Veterinary Medicine by the time of anticipated matriculation (March 31, 2025), and have been recognized as having acquired the prescribed credits with excellent results by Shinshu University Graduate School of Medicine, Science and Technology.

*Note: You must hold a valid Japanese medical or dental license when engaging in any medical research involving clinical practice.*

### **3. Eligibility Assessment**

International applicants who intend to apply for admission under the eligibility requirements of (5), (6), (7), or (8) must first undergo an individual eligibility assessment. Submit the required documents listed in the table below to the Admissions Office within the Application Acceptance Period.

#### **(1) Application Acceptance Period**

**Second application:** October 29, 2024 (Tuesday) – November 5, 2024 (Tuesday)

Submit your application to:

**Admissions Office, Graduate Division, Academic Affairs**

**Shinshu University Graduate School of Medicine**

**3-1-1 Asahi, Matsumoto, Nagano, 390-8621**

**Email: mdaigak@shinshu-u.ac.jp**

*Note: Mailed applications should be sent by Express Registered Mail and received by the Admissions Office no later than 5 p.m. on the final day of the Application Acceptance Period. Applications may be handed in between 9 a.m. and 5 p.m. on weekdays. The Admissions Office is closed on weekends and Japanese national holidays.*

(2) Required Documentation by Application Category:

Application Requirement Category (5)	
Document(s)	Additional Information
Admission Qualification Screening Application† (Form 5)	Fill out the form completely and legibly.
Statement of Purpose† (Form 6)	Write about what influenced your decision to undertake graduate study at Shinshu University and how you formulate research topics and pursue them toward your goals within a graduate program. Must be clearly legible.
Research History Certificate† (Form 7)	Required only if you have engaged in research at academic institutions.
Research Achievements Report† (Form 8)	Attach a copy of all manuscripts if you have engaged in research at academic institutions.
Final Degree Certificates‡	Official certificate of (prospective) graduation and sealed official transcript containing the signature of the head of your attended or attending department or university. Official certificate of (prospective) completion for master's program and transcript (if applicable).
Self-addressed Return Envelope	A return-mail envelope affixed with stamp(s) worth 110 yen to send you the results of your application eligibility. Envelope should be the Japanese long envelope #3 size (approximately 120 mm × 235 mm)

Application Requirement Category (6), (7), or (8)	
Document(s)	Additional Information
Admission Qualification Screening Application† (Form 5)	Fill out the form completely and legibly.

Statement of Purpose† (Form 6)	Write about what influenced your decision to undertake graduate study at Shinshu University and how you formulate research topics and pursue them toward your goals within a graduate program. Must be clearly legible.
Certificate of Enrollment‡ (proof of enrollment) or Certificate of Enrollment Periods‡	Document(s) confirming your enrolled status at your attended or attending universities containing the signature of the head of your department or university (and master's research department if applicable).
Academic Transcripts‡	Sealed transcripts from all attended or attending postsecondary institutions containing the signature of the head of your department or university (and master's research department if applicable).
Department Curriculum‡	A description of the courses or curriculum of the department at your attended or attending universities, such as a syllabus.
Self-addressed Return Envelope	A return-mail envelope affixed with stamp(s) worth 110 yen for us to send you the results of your application eligibility. Envelope should be the Japanese long envelope #3 size (approximately 120 mm × 235 mm)

† Official forms are available on the University website

(<https://www.shinshu-u.ac.jp/graduate/sogoiriko/en/admission/medical-sciences/>).

‡ If the institution does not issue records in Japanese or English, original language records must be submitted with certified, complete, and exact Japanese or English translations.

### (3) Assessment Method

Eligibility decisions are based upon a comprehensive review of submitted documents, including years of education, academic transcripts, research history, and other considerations.

### (4) Date of Eligibility Decision Announcement

**Second application:** November 13, 2024 (Wednesday)

Decision letters will be sent out to all applicants on the announcement date. Applicants who are certified as eligible may proceed to the admission application steps.

#### 4. Application Procedures

##### (1) Application Acceptance Period

**Second application:** November 15, 2024 (Friday) – December 2, 2024 (Monday)

*Note: Mailed applications should be sent by Express Registered Mail and received by the Admissions Office no later than 5 p.m. on the final day of the Application Acceptance Period. Applications may be handed in between 9 a.m. and 5 p.m. on weekdays. The Admissions Office is closed on weekends and Japanese national holidays.*

- ① Applicants can start the online registration for an application and making a payment of the application fee 1 week prior to the start date of the application acceptance period.
- ② Applicants need to send the required documentation during the application acceptance period. Please note that the application is not completed only by doing the registration via online.

##### (2) Address:

Submit your application to:

**Admissions Office, Graduate Division, Academic Affairs  
Shinshu University Graduate School of Medicine  
3-1-1 Asahi, Matsumoto, Nagano, 390-8621  
Email: mdaigak@shinshu-u.ac.jp**

##### (3) Required Documentation:

Please submit all the documentation listed below during the application acceptance period.

- ① Please download following documentation from the Internet application confirmation site after the online registration. Please make sure that the printed information is correct.

Document(s)	Additional Information
Web Application Form	Print it out in A4 size (black and white printing is acceptable) after completing the online registration.  If you have another department (Medical

	Science or Biomedical Engineering) as the second choice of desired laboratory, please fill out “the second choice” as well.
Address Sheet (please use only if you send the other documents by mail)	Print out this sheet and attach it on an envelope (24cmX33.2cm).

②Please prepare following item since you need to upload it during the online registration.

Document(s)	Additional Information
ID Photo	Upload ID photo (taken within the previous 3 months, the upper half of the body, facing straight, no hat, no background) on the online application website.

③Please download/print out following documents from the school of medicine website.

<https://www.shinshu-u.ac.jp/graduate/sogoiriko/admission/medical-sciences/>

<https://www.shinshu-u.ac.jp/graduate/sogoiriko/admission/biomedical-engineering/>

Document(s)	Additional Information
Agreement by your prospective supervisor† (Form 1)	The signature and name seal of your prospective supervisor are required.
Agreement by the head of an institution applicants belong† (Form 2) If applicable.	Only if applicants are working student.
Address Label† (Form 3)	A return-mail label: write your laboratory or address legibly to send you decision letters and other correspondence. (Address in Japan only)
Application Form for International Students† (Form 4)	Please attach the following documents: Certificate of English or Japanese proficiency (if you have one). Proof of the financial background of the person paying the expenses, such as a bank balance certificate or scholarship certificate.
Examination type confirmation (Form 9)	Choose the examination type you would like to take.  (A)Take the examination at Shinshu University  (B)Submit your English proficiency certificate and take an online interview



④The documentation the applicants need to prepare.

Document(s)	Additional Information
Academic Transcripts‡	Sealed transcripts from all attended or attending postsecondary institutions containing the signature of the head of your department or university (and master's research department if applicable).
Certificate of (prospective) Graduation‡	Official certificate containing the signature of the head of your department or university.
Certificate of (prospective) Completion of Master's Program‡	Official certificate containing the signature of the head of your master's research department or university (if applicable).
Copy of Passport or Certificate of Residence	Applicants residing in Japan and in possession of a Resident Card or Alien Registration Card should obtain a Certificate of Residence from city office; otherwise, submit a copy of your passport ID page that includes your name, nationality, birth date, and sex, as well as a visa page if you have one.
Certificate of Application Eligibility	If you have undergone the eligibility assessment and been certified as eligible, submit a copy of the decision letter.

† Official forms are available on the University website

<https://www.shinshu-u.ac.jp/graduate/sogoiriko/en/admission/medical-sciences/>.

‡ If the institution does not issue records in Japanese or English, original language records must be submitted with certified, complete, and exact Japanese or English translations.

#### (4) How to Submit the Application documents

For more information on the online application system and document submission, please see pages 12-15.

## 5. Application Review Process

Admission decisions are based on a careful review of all aspects of the applicant, including the written exam, interview, and academic transcripts.

- (1) A non-electronic translation dictionary (including medical dictionaries) is permitted for the foreign language written exam.
- (2) The interview will be on a subject related to the department the applicant wishes to enter.
- (3) Applicants can take the examination by submitting their English proficiency certificates and taking online interviews (Type B) if they wish.

(Type A)

Examination Date and Location:

Date	Event and Time	Location
January 10, 2025 (Friday)	Written Exam (in English) 10:00 – 12:00	Shinshu University School of Medicine
	Interview 13:00 –	Details will be included with the Examination Card.

(Type B)

### ① Certification of English Proficiency

Submit your certificate of TOEFL iBT or IELTS (Academic Module) or TOEIC (L&R) instead of taking written test at Shinshu University. These scores will be converted to the written test points out of 100.

#### 【TOEFL iBT】

TOEFL iBT 72 or more = 100 points

Less than 72 :  $\text{Converted points} = 100 \times (\text{TOEFL iBT Score}) / 72$

Submit your Test Taker Score Report.

(My Best Score will be accepted.)

#### 【IELTS (Academic Module)】

IELTS Overall Band Score	4.0	4.5	5.0	5.5 or more
Converted Points	58	72	86	100

Submit your Test Report Form.

#### 【TOEIC (L&R)】

TOEIC (L&R) 730 or more = 100 points

Less than 730 :  $\text{Converted points} = 100 \times (\text{TOEIC L\&R Score}) / 730$

Submit your Official Score Certificate.

- Must be taken within 2 years from the entrance examination date.
- If you would like to submit the English test score other than above mentioned tests, please consult with the admissions office before the application.
- Submit the required document to the admissions office by January 10, 2025 .

## ②Interview

Applicants are required to take online interview by Zoom instead of taking it at Shinshu University. You will receive further information at the registered email address upon your application.

## 6. Notification of Decision

Date of Acceptance Decision Announcement:

**Second application:** February 6, 2025 (Thursday) at 10 a.m.

A decision letter will be sent out to successful applicants on the announcement date. The examinee ID numbers of those applicants will be posted on the Graduate School's website (<https://www.shinshu-u.ac.jp/graduate/sogoiriko/>); however, only official notification constitutes approval of admission. Be sure to confirm your result by a decision letter.

*Note: We cannot respond to inquiries regarding decisions by email or phone.*

## 7. Admission Procedures

Successful applicants should proceed to the admission procedure steps. Detailed information and instructions on admission procedures will be included with the decision letter.

Admission Acceptance Period:

**Second application:** February 7 (Friday) – February 18 (Tuesday), 2025

### ○ Admission Fee: **282,000 JPY**

If the admission fee represents a true financial hardship, you may apply for a fee waiver; however, very few cases are eligible to receive this.

([https://www.shinshu-u.ac.jp/campus\\_life/studentsupport/scholarship/grace.html](https://www.shinshu-u.ac.jp/campus_life/studentsupport/scholarship/grace.html))

### ○ Tuition: **267,900 JPY** (first semester); **267,900 JPY** (second semester)

Under exceptional circumstances, students may apply for full or partial tuition waivers.

([https://www.shinshu-u.ac.jp/campus\\_life/studentsupport/scholarship/exemption.html](https://www.shinshu-u.ac.jp/campus_life/studentsupport/scholarship/exemption.html))

## 8. Scholarships

### Doctoral Student Support Programs

Shinshu University offers scholarship programs to support outstanding doctoral students. Economic assistance is provided to doctoral students so they can focus on their research without financial worries.

We hope this program serves as a reference for those considering pursuing a doctoral degree.

Applications are accepted once a year. For more details, please visit the program's website (<https://www.shinshu-u.ac.jp/graduate/spring/>).

(1).Next Generation Advanced Human Resources/Regional Innovators Development Program  
or 「次世代高度人材『地域発科学技術革新志士』育成プログラム」

(JST SPRING: Support for Pioneering Research Initiated by the Next Generation program)

Economic support in the form of living expenses (2.4 million yen per year) and research expenses (300,000 yen per year) is provided to outstanding doctoral students.

Additionally, activities such as student exchanges facilitated by the "Shinshu Tamonjuku" and regional implementation projects are carried out.

(2).Sustainable Society AI Project or 「サステナブル・ソサイエティ AI プロジェクト：知識と技術の調和に向けた挑戦」

(JST BOOST: Broadening Opportunities for Outstanding young researchers and doctoral students in STrategic)

Economic support in the form of living expenses (3 million yen per year) and research expenses (900,000 yen per year) is provided to outstanding doctoral students conducting research in the next generation AI field.

Furthermore, activities such as training programs led by AI researchers and interacting with students are implemented.

## 9. Applicants with Disabilities or Other Special Needs

Applicants with disabilities or other special needs are advised to contact the Admissions Office in writing as early as possible to discuss their requirement and make arrangements before arrival for examination or for graduate school studies.

## 10. Additional Notes

(1) All applicants must find an academic advisor and discuss their research field prior to application submission.

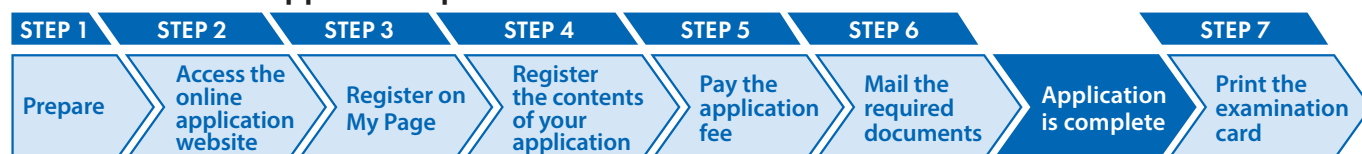
(2) Submitted documentation will not be returned under any circumstances. The application fee is non-refundable. Requests for alterations or updates to any submitted document will be declined.

(3) If your mailing address or emergency contact information requires updating after submission, notify the Admissions Office immediately.

General inquiries regarding the guidelines should be directed to the Admissions Office at <a href="mailto:mdaigak@shinshu-u.ac.jp">mdaigak@shinshu-u.ac.jp</a> .
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# Online Application Procedure

The entire online application procedure is as follows.



## STEP

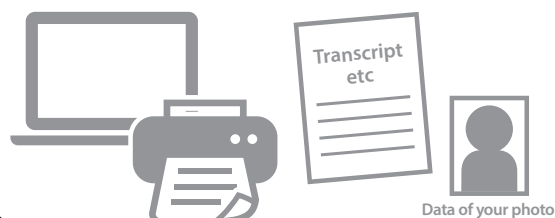
# 1



## 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**

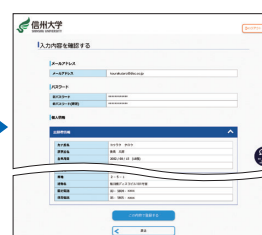


⑥ Change your default password.



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.



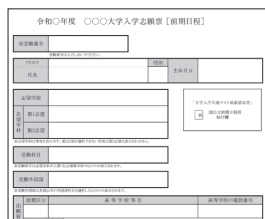
⑥ Enter personal information (name, address, etc.).



⑦ Your application is registered. Click on the **Pay** button to proceed to the page where you can pay your application fee.



⑧ Payment methods for examination fees.  
● Convenience stores  
● ATMs with Pay-easy  
● Online banking ● Credit cards



⑨ 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 LAWSON, MINISTOP, FamilyMart, ATMs with Pay-easy

Customer number memo (11 digits)

Confirmation number memo (6 digits)

### For Daily YAMAZAKI, Seicomart

Online payment number by Memo (11 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

あなとも、コンビニ、  
FamilyMart



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

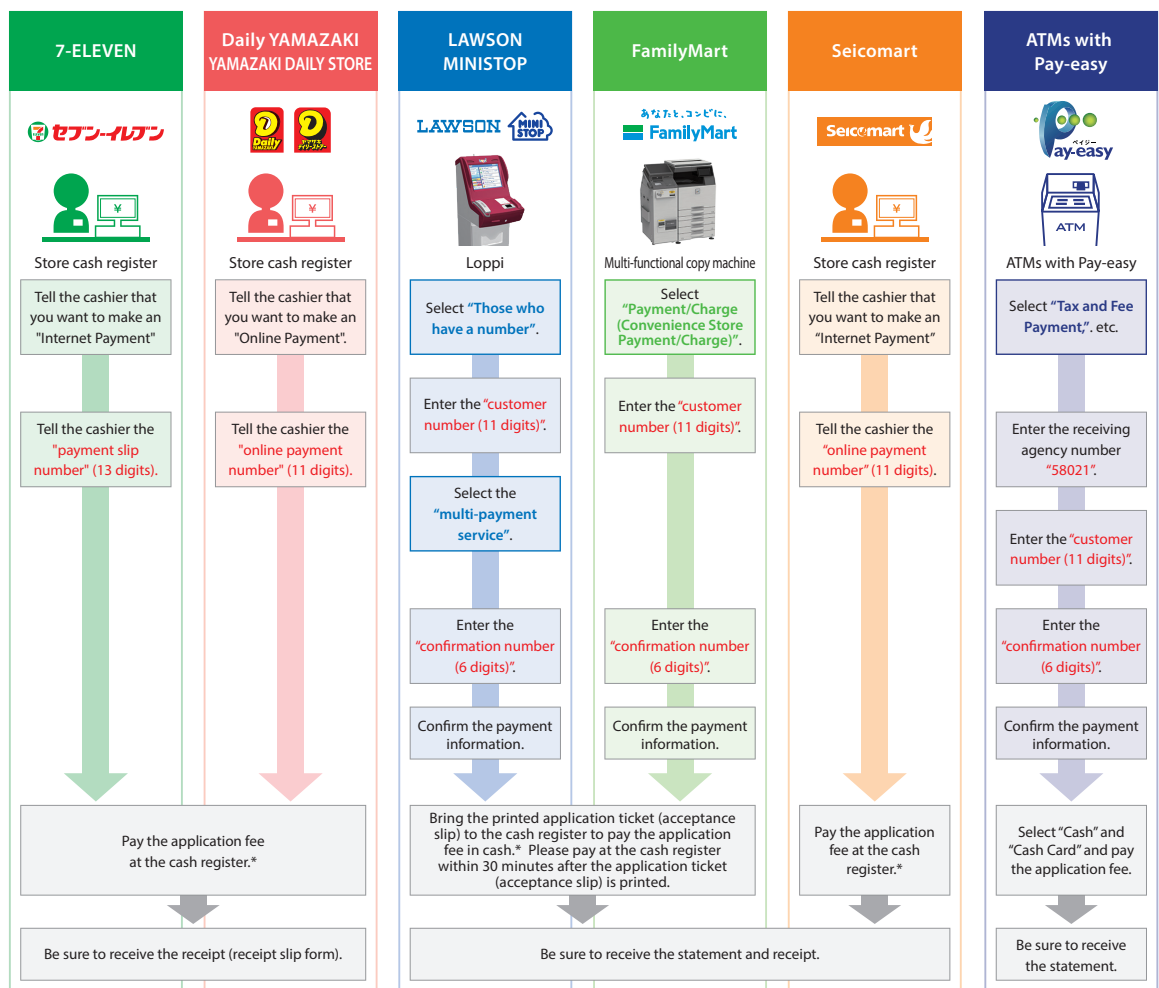
Payment can be made by using the payment number that will appear after you have registered the application information at bank ATMs with Pay-easy by following the instructions on the ATM screen.



\*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

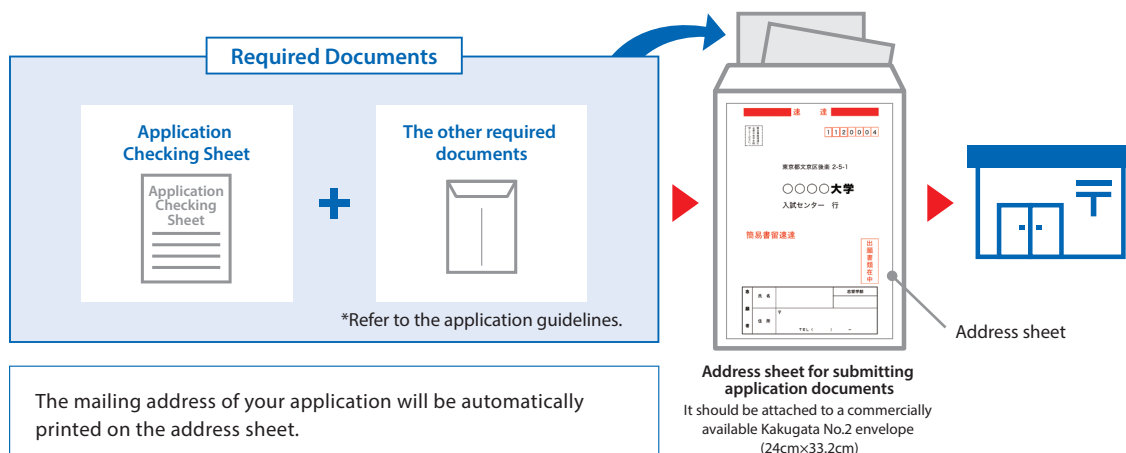
# 6



## 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.



### How to print out the "Application Checking Sheet"



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

### 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.

