



Nagoya University
Graduate School of
International Development

Application Procedure for the Research Student Program

April 2020 Admission

The Graduate School of International Development (GSID) at Nagoya University is accepting applications from international students (non-Japanese citizens who can obtain the residential status of “college student”) who wish to study as research students starting in April 2020.

To apply, please read the following information carefully and submit application forms and other required documents in full and on time.

1. QUALIFICATIONS

You are eligible to apply if you:

- (1) Have a bachelor’s degree from a recognized university, and
- (2) Have a good command of ENGLISH (one of the following certifications):
 - (a) TOEFL-iBT: 79 or more
 - (b) TOEFL-PBT: 550 or more
 - (c) TOEIC (Listening, Reading, Writing and Speaking Tests): total 1700 or more (Writing and Speaking scores should be multiplied by 2.5)
 - (d) IELTS: 6.0 or more (and should include Academic Reading and Academic Writing)

2. DOCUMENTS TO BE SUBMITTED

(1) Application Form

- (a) Please use the attached form.
- (b) Fill in all the required fields as directed.

(2) Letter of Recommendation

- (a) You must request a letter of recommendation from your most recent university, to be issued by the President, Dean or your academic supervisor, and to be written on university letterhead.
- (b) The issuer must provide an e-mail address so that we can contact him/her.
- (c) The issuer can send the letter directly to the Dean, GSID. In that case, the issuer must write “*Recommendation letter for research student program application*” on the front of the envelope. Applicants can also submit the letter of recommendation together with other documents but the envelope of the recommendation letter must be sealed

by the issuer.

(3) Certificates/Proof of Graduation

You must submit certificates/proof of graduation for ALL your university level education. If you are planning to graduate from university by the end of March 2020, please submit a certificate to that effect. Please submit documents which show acquisition of your bachelor's degree.

(4) Certificate of Academic Record/Transcript

You must submit academic records/transcripts for ALL your university level education.

(5) Research Proposal

Your research proposal must be in English.
It should be approximately 800 words.

(6) Certificate of Residence (*Juminhyo*) (for those already residing in Japan), issued after 1 October 2019

Only submit this if you live in Japan. It must be obtained from the local government office of the area where you are registered *after 1 October 2019*. Please note this is NOT required for applicants who live overseas.

(7) Photocopy of Residence Card

For those who live in Japan, submit photocopy of your Residence Card (both front and back).

(8) Certificate of English language proficiency

This may be a photocopy of a TOEFL, TOEIC or IELTS certificate.
Any certificates other than for these tests are not accepted.

(9) Documents which show the ability to finance yourself

Please submit one of the following documents:

- (a) Certificate of bank account balance under your name; or
- (b) Certificate of scholarship awarded to you; or
- (c) Letter written by your sponsor (including your parents) guaranteeing to finance you, with the sponsor's certificate of bank account balance; or
- (d) Other relevant documents which show your ability to finance yourself.

(10) A photocopy of the photo and signature page of your passport

Please submit this if you have a passport.

(11) Photograph

Please submit two pieces of photos (Size 4.0 cm X 3.0 cm), one of which should be attached to the application form.

(12) Summary of your Master's thesis

Please submit this if you are interested in applying for the Doctoral program at GSID after the completion of the research-student program.

Note:

- * *All documents must be ORIGINAL unless otherwise stated. Please submit an official photocopy if you cannot submit the original document.*
- * *Certified translation is required if documents are NOT in either JAPANESE or ENGLISH.*
- * *In the screening process, the applicant may be asked to submit required documents in an electronic form.*

3. SUBMISSION PERIOD AND POSTAL ADDRESS

(1) Your application forms and all documents must arrive within the submission period of **21 October 2019 (Monday) to 25 October 2019 (Friday) (no exceptions).**

(2) Postal Address

International Student Services
Graduate School of International Development
Nagoya University
Furo-cho, Chikusa-ku, Nagoya 464-8601 JAPAN

(3) Method of Submission

- * Applications should be sent by REGISTERED MAIL or another means that can confirm delivery status (such as EMS). Submissions other than by post will not be accepted.
(Friends or relatives of the applicant must not submit the application on behalf of the applicant.)
- * Please write "Application for Research Student Program" on the front of the envelope.
- * A letter of recommendation sent directly to the Dean of GSID must arrive during the submission period.
- * Required documents must be put in the same order as they appear in the application procedure.

Note:

- * *Application documents once submitted cannot be returned to the applicant under any circumstances.*
- * *Applications received after the deadline will not be accepted under any circumstances.*
- * *No application will be accepted unless all the documents mentioned above are fully and correctly completed.*
- * *Note that any documents not requested under "Documents to be Submitted" that are included in the submission will not be considered for review, nor returned under any circumstances.*

4. APPLICATION SCREENING PROCESS

- (1) The application screening process has two stages: *preliminary screening* and *final screening*. Inquiries regarding the process, including acceptance of application, cannot be answered.
- (2) Preliminary screening will be finalized approximately two months after the end of the application period. Results of the preliminary screening will be informed to all applicants.
- (3) Results of final screening will also be informed to all applicants successful in the preliminary screening. Successful applicants will receive an official "Certificate of Admission."

5. EXAMINATION FEE

- (1) You do NOT need to pay any examination fee when you submit your application.
- (2) ***Only applicants who pass the preliminary screening are required to pay the examination fee of JPY9,800.*** Directions for paying the fee will be included with the notification of the result of the preliminary screening. **Payment of the fee is a requirement for final screening.**
- (3) Please note that paid fees will not be refunded under any circumstances, and that the amount is subject to change without prior notice.

6. FOR FURTHER INFORMATION

- (1) If you have any inquiries regarding how to apply for admission as a research student, please contact:

International Student Services

Graduate School of International Development, Nagoya University

Furo-cho, Chikusa-ku, Nagoya 464-8601 JAPAN

Fax: +81-52-789-2666

E-mail: iss@gsid.nagoya-u.ac.jp

- (2) GSID homepage

General information on GSID is available at: <https://www.gsid.nagoya-u.ac.jp/>.

Detailed information on professors' research fields and GSID curriculum is available on this website.

- (3) If you are accepted as a research student, you must pay a registration fee of JPY84,600 upon entrance. Tuition is JPY29,700 per month, and research students are required to pay the monthly tuition fee for six months (JPY178,200) in advance. This means that a total of JPY262,800 must be paid upon entrance.



Nagoya University
Graduate School of International Development
名古屋大学
大学院国際開発研究科

Application for Research Student Program (April 2020 Admission)

私費外国人研究生入学願書 (2020年4月入学)

Attach photo here
写真貼付欄
4.0 cm × 3.0 cm

Before you fill in this form, please read the instruction sheet carefully. (記入する前に募集要項をよく読むこと)
Please use a pen, and write neatly either in English or Japanese using BLOCK LETTERS.
(記入はペンを用い、楷書又はローマ字体を用いること)
Numbers should be in Arabic figures, and names of organization, etc. must not be abbreviated.
(数字は算用数字を用い、組織名などは一切省略しないこと)

1 Name 氏名

Family name 姓	
First name 名	
Middle name ミドルネーム	

2 Gender 性別

Male 男 Female 女

3 Date of birth 生年月日

Year 年	Month 月	Day 日
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4 Nationality 国籍

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5 Current address 現住所

Where you can definitely receive correspondence from GSID
確実に郵便物を受け取ることのできるものを記入

Postal Code 郵便番号	Country 国

You must tell GSID if your address changes after you submit the application. 出願後に変更した場合は申告すること

6 Telephone, fax number and e-mail address 電話、FAX、メールアドレス

TEL	
FAX	
E-mail	

7 Current affiliation (Company, School, etc.)

現在の所属 (職場、学校) 等

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8 Name of GSID professor you wish to be your supervisor

(Do not leave blank) 希望指導教員 (必ず記入)

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Please make your choice of supervisor carefully by obtaining detailed information from:

<http://www.gsid.nagoya-u.ac.jp/> or GSID information booklet
志望教員については以下から情報を得て慎重に選択すること <http://www.gsid.nagoya-u.ac.jp/> ないしは国際開発研究科案内

9 Title of research topic (write within 30 words)

研究題目 (50字以内で記入)

10 Do you intend to enter Master's or Doctoral Program at GSID? (tick one box)

国際開発研究科の博士前期課程もしくは博士後期課程への入学を念頭においでいますか (一つ選択)

- Master's Program はい、博士前期課程
 Doctoral Program はい、博士後期課程
 Research student only いいえ

11 Marital status 婚姻状況

Single 未婚 Married 既婚

12 Family background 家庭状況

Relationship 続柄	Name 氏名	Age 年齢	Occupation 職業
Father 父			
Mother 母			
Spouse 配偶者			

13 Contact person in your home country in case of emergency

緊急時の母国の連絡先

Name 氏名	
Address 住所	
Phone 電話	
Fax number FAX	
Occupation 職業	
Relationship 本人との関係	

14 Educational background 学歴

Please fill in applicable fields 該当する箇所を記入すること

14-1 Elementary education/Elementary school

初等教育・小学校

Name 名称	
Location 所在地	
Required years for completion 修学年数	Years 年
Entered 入学	Year 年 Month 月
Completed 卒業	Year 年 Month 月

14-2 Secondary education/Junior high school

中等教育・中学校

Name 名称	
Location 所在地	
Required years for completion 修学年数	Years 年
Entered 入学	Year 年 Month 月
Completed 卒業	Year 年 Month 月

14-3 Secondary education/High school

中等教育・高等学校

Name 名称	
Location 所在地	
Required years for completion 修学年数	Years 年
Entered 入学	Year 年 Month 月
Completed 卒業	Year 年 Month 月

14-4 Higher education/Undergraduate level

高等教育・大学

Name 名称	
Location 所在地	
Required years for completion 修学年数	Years 年
Entered 入学	Year 年 Month 月
Completed 卒業	Year 年 Month 月
Major 専攻	
Degree awarded 取得学位	

14-5 Higher education/Postgraduate level

高等教育・大学院

Name 名称	
Location 所在地	
Required years for completion 修学年数	Years 年
Entered 入学	Year 年 Month 月
Completed 卒業	Year 年 Month 月
Major 専攻	
Degree awarded 取得学位	

14 Educational background (continued) 学歴 (続き)

14-6 Research student 研究生

Name 名称			
Location 所在地			
Required years for completion 修学年数	Years 年		
Entered 入学	Year 年	Month 月	
Completed 卒業	Year 年	Month 月	
Major 専攻			

14-7 Total years of education

全学校教育修学年数

Years 年

If there is insufficient space on this form, write the details on a separate sheet of paper

記入欄が不足する場合は、別紙に記入すること

15 Detail of publications (if applicable)

出版物の詳細情報

Graduation thesis can be included 卒業論文も可
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16 Employment record 職歴

Name 名称			
Location 所在地			
Started 開始	Year 年	Month 月	
Finished 終了	Year 年	Month 月	
Position 役職			
Detail of the job 職務内容			

If there is insufficient space on this form, write the details on a separate sheet of paper

記入欄が不足する場合は、別紙に記入すること

17 Language proficiency 語学力

17-1 Japanese 日本語

Reading 読む能力	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 良	<input type="checkbox"/> Poor 不可
Writing 書く能力	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 良	<input type="checkbox"/> Poor 不可
Speaking 話す能力	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 良	<input type="checkbox"/> Poor 不可

Certificate of proficiency (attach a photocopy, if applicable)
能力証明書 写しを添付すること

Japanese Language Proficiency Test 日本語能力試験	Level 級
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17-2 English 英語

Reading 読む能力	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 良	<input type="checkbox"/> Poor 不可
Writing 書く能力	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 良	<input type="checkbox"/> Poor 不可
Speaking 話す能力	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 良	<input type="checkbox"/> Poor 不可

Certificate of proficiency (attach a photocopy)
能力証明書 写しを添付すること

TOEFL Score or Other ()	Points 点
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17-3 Learning record of the Japanese language

日本語の学習歴

Name of institution 学習機関名	
Address 住所	
Period of study 学習期間	Year(s) 年
Started 開始	Year 年 Month 月
Finished 終了	Year 年 Month 月
Name of teacher(s) 教師名	

18 Period of previous stay(s) in Japan

日本滞在歴

Started 開始	Year 年 Month 月
Finished 終了	Year 年 Month 月
Purpose 目的	

Date

申請年月日 _____

Signature

申請者署名 _____