

Overseas Selection for International Students

Application Guidelines for Enrollment in October 2024 / in April 2025

Graduate School of Environmental, Life,
Natural Science and Technology
(Doctor's Course)

OKAYAMA UNIVERSITY

	October 2024 Enrollment		April 2025 Enrollment
	First Application Period	Second Application Period	
Application Period	May 24, 2024 to June 3, 2024	June 27, 2024 to July 9, 2024	November 29, 2024 to December 13, 2024

For details on procedures, etc., be sure to see the next page and thereafter.

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I Admission Quota

【Doctor's Course】

Division	Degree Program	Course	Admission Quota		Remark
			October 2024 Enrollment	April 2025 Enrolment	
Environmental, Life, Natural Science and Technology	Advanced Science and Technology	Mathematics	A few	A few	
		Physics			
		Mathematical and Data Sciences			
		Computer Science			
		Information and Communication Systems			
		Electrical and Electronic Engineering			
		Intelligent Mechanical Systems			
		Advanced Mechanics			
		Urban Environment Development			
	Innovative Chemistry	Chemistry	A few	A few	
		Applied Chemistry			
	Planet Environmental and Life Science	Biological Sciences	A few	A few	
		Earth Science			
		Planetary Materials Science			
		Rural and Environmental Sciences			
		Environmental Ecology			
		Agricultural and Biological Chemistry			
		Plant Stress Science			
		Applied Plant Science			
		Applied Animal Science			
Interdisciplinary Science	Interdisciplinary Science	A few	A few		

For detailed information on prospective supervisors, please refer to the following website.

Graduate School of Environmental, Life, Natural Science and Technology <https://www.elst.okayama-u.ac.jp/en/about-us/staff/>

(Note) Some faculty members may only teach classes and not provide research supervision.

Please contact the faculty member you wish to apply in advance to confirm whether or not he/she is available to supervise you.

II Eligibility for Application, Individual Admission Eligibility Screening in Eligibility for Application

II -1. Eligibility for Application

Those to whom all the following provisions are applicable:

1. Those to whom any of the following items is applicable, or are expected to be applicable by September, 2024 (or in case of April 2025 enrollment, by March 2025).
 - (1) Have a master's or professional degree.
 - (2) Have been awarded a degree equivalent to a master's degree or professional degree abroad.
 - (3) Have been granted a degree equivalent to a master's degree or a professional degree by taking, in Japan, a correspondence course provided by a foreign school.
 - (4) Have completed the program at United Nations University and have been awarded a degree equivalent to a master's degree.
 - (5) Are deemed to have academic ability equal to or greater than that of a master's degree holder by the Graduate School and who have reached the age of 24.
2. Those who are foreign citizens who live outside Japan and who are unable to come to Japan to take their entrance examinations (except citizens and permanent residents of Japan).
3. Those who are expected to obtain a visa status of "Student" stipulated in the Immigration Control and Refugee Recognition Act after being enrolled in the Graduate School.
4. Those who were recommended by the schools from which they graduated as being particularly excellent in both personality and academic ability.

Note 1: Those who "Are deemed to have academic ability equal to or greater than that of a master's degree holder by the Graduate School" specified in item 5 of Provision 1 refers to applicants who passed the document screening that the Graduate School provides as the screening of the eligibility for application. (See II -2. Individual Admission Eligibility Screening in Eligibility for Application.)

Note 2: We withdraw permission for admission for those who applied as a prospective degree holder but who failed to be awarded the degree by September, 2024 (or in case of April 2025 enrollment, by March 2025).

Note 3: Those "who live outside Japan and are unable to come to Japan to take their entrance examinations" specified in Provision 2 include people who are staying in Japan at the time of application but depart from Japan because their duration of stay expires by the end of July, 2024 (or in case of April 2025 enrollment, by January 2025).

For more details, please contact "Address for Submission of Documents / Inquiries".

II -2. Individual Admission Eligibility Screening in Eligibility for Application

For those applicants for admission who fall under item 5 of Provision 1 specified in the previously described II-1 Eligibility for Application, we conduct individual admission eligibility screenings for the approval of admission eligibility before application. The applicants must submit the documents required for the admission eligibility screening specified in Provision 2 to the address in "Address for Submission of Documents / Inquiries" by the deadline stated in Provision 1.

1. Submission Period of Documents for Admission Eligibility Screening

Enrollment		Submission Period
October 2024 Enrollment	First Application Period	May 7, 2024 to May 8, 2024
	Second Application Period	May 29, 2024 to May 30, 2024
April 2025 Enrollment		October 29, 2024 to October 30, 2024

2. Documents Required for Admission Eligibility Screening

Documents Required for Admission Eligibility Screening		Remarks
<1> Form of Eligibility for Application		Use the forms prescribed by the Graduate School.
<2>Record of Academic Performance	Record of Academic Performance	Use the form prescribed by the Graduate School. (Briefly describe objective findings from research results relevant to the field of major.)
	Copy of academic paper etc.	With regard to academic papers, attach an offprint or a copy and attach a summary or abstract for research presentations.
<3> Certificate of Research Participation		Use the form prescribed by the Graduate School. (The form must be completed by the institution with which the applicant is affiliated.)
<4> Academic Transcript (of last completed education)		Submit a transcript issued by the president of the final school from which the applicant graduated.
<5> Graduation Certificate (of last completed education)		Submit a graduation certificate issued by the president of the final school from which the applicant graduated.

Note1: All of the documents mentioned above must be prepared in English, in principle. (When English is not your native language, attach English translations.)

Note2: Documents <1>, <2>, <3>, <4>, and <5> must be submitted in original. For documents<4> and <5>, a copy of the original document verified by the issuer is acceptable.

Note3: The result of the Admission Eligibility Screening will be notified through your prospective supervisor.

Enrollment		Date of notification of screening result
October 2024 Enrollment	First Application Period	May 22, 2024
	Second Application Period	June 26, 2024
April 2025 Enrollment		November 27, 2024

3. Address for Submission of Documents

Please submit all documents required to “Address for Submission of Documents / Inquiries”.

III Application Procedures, Methods for Selection of Entrants, Announcement of Successful Applicants, Admission Procedures

Applicants must contact a prospective supervisor as early as possible before application to consult about research contents, etc.

III-1. Application Procedures

1. How to Apply

Applicants must complete all the procedures described in items 1 through 3 below:

- (1) Before preparing documents for application, applicants must directly contact a prospective supervisor at Graduate School of Environmental, Life, Natural Science and Technology by means such as email, consult about research and education after enrollment, obtain approval to take the examination, and receive a copy of “Letter of Informal Acceptance by Prospective Supervisor”. With regard to prospective supervisors at Graduate School of Environmental, Life, Natural Science and Technology, please refer to the webpage.
- (2) Pay the entrance examination fee after having obtained the approval by the prospective supervisor. (Except those who are exempted from the payment.)
- (3) Send all the documents for application by post to arrive **no later than the date stated in “2. Application Period”**.

2. Application Periods

Enrollment		Application Periods
October 2024 Enrollment	First Application Period	May 24, 2024 to June 3, 2024
	Second Application Period	June 27, 2024 to July 9, 2024
April 2025 Enrollment		November 29, 2024 to December 13, 2024

3. Address for Submission of Documents

Please submit all documents required to “Address for Submission of Documents / Inquiries”.

4. Notes on Application

- (1) No change shall be permitted after submission in terms of the contents of the documents submitted.
- (2) No document shall be returned for any reason after the application documents are accepted.
- (3) Application with incomplete application documents or shortage of examination fee shall not be accepted.
- (4) Please note carefully that admission might be withdrawn even after enrollment if the contents of the submitted documents are found to include false entries.
- (5) Certificates issued under the former name, which differs from the name written on the application form are useful. However, in such cases, attach a document (in any form) with the date of name change and the new and the former name are written personally by the applicant.

5. Documents Required for Application

Documents Required for Application	Remarks	
<1> Application for admission Curriculum Vitae (CV) Photograph	<p>Use the forms prescribed by Graduate School.</p> <p>Affix a photograph (4 cm long × 3 cm wide, upper body, no headwear, facing forward, taken within the three months before application) on the prescribed space on the “Application for admission”.</p> <p>Before affixing it, write your nationality, name and the name of major desired on the back of the photograph.</p>	
<2> Entrance Examination Fee	<p>30,000yen (handling fees will be charged separately)</p> <p>Please refer to “Paying for Entrance Examination Fees” below and pay the entrance examination fee by 5 p.m. (Japan time) on the last day of the application period on “Payment for Entrance Examination Fee website”.</p> <p>In addition, please be sure to choose “Credit Card” for payment method. Other payment methods cannot use from overseas.</p> <p>After confirming the payment of the entrance examination fee, print “Certificate of Entrance Examination Fee Payment” and attach it to the prescribed section of the prescribed form.</p> <p>[Paying for Entrance Examination Fees] https://www.elst.okayama-u.ac.jp/wp-content/uploads/2023/03/pay_overseas_eng.pdf</p> <p>[Payment for Entrance Examination Fee website] https://e-apply.jp/n/okayama-payment-eng</p> <p>If you could not pay by the payment method above, contact “Address for Submission of Documents / Inquiries”.</p> <p>Those applicants who are Japanese-government sponsored students need NOT pay the entrance examination fee, in principle.</p> <p>[Refund of Entrance Examination Fee] The entrance examination fee paid is not refundable for any reason, except in the following cases: a) Entrance examination fee was paid, but application was not made (application documents were not submitted or not accepted.) b) Entrance examination fee was accidentally transferred twice.</p>	
<3> Certificates from University	Graduation Certificate	Submit certificates issued by the university from which you graduated.
	Transcript	
<4> Certificates from Graduate School (Prospective)	Completion Certificate	Submit certificates issued by the graduate school from which you graduated (or will graduate).
	Transcript	

<5> Copy of Papers Submitted	a) Master's thesis or an equivalent research paper (in English or Japanese) b) List of research achievements after earning the Master's degree and one or two representative papers of them. (If applicable)
<6> Research Plan	Use the form prescribed by Graduate School.
<7> Document Certifying English Language Ability (TOEFL®, TOEFL iBT®, etc.)	When you have not taken TOEFL®, TOEFL iBT® or other tests, submit a certificate of English ability issued by the graduate school, etc. from which you graduated. (If your native language is English, please submit a certificate that you received your education at your graduate school in English.)
<8> Copy of Passport or Copy of Family Registry or Certificate of Citizenship in Home Country	Submit a copy of the page of passport which can confirm the name, the date of birth, etc. If not possessing the passport, please submit the certificate which is acquired copy of the family register or citizen membership, etc. in your home country.
<9> Recommendation Letter to the President	Use the form prescribed by Graduate School and submit a letter. Recommender should be the head of university or department (President or Dean) that you graduated most recently from or that you are currently enrolled in if you are still a student and are expected to graduate. In addition to the above letter, applicants with a job can also submit a recommendation letter prepared in any format by your supervisor at your current working place, if you want. [Planetary Materials Science Course Only] Please send the PDF data of the letters of recommendation to the prospective supervisor in advance.
<10> Letter of Acceptance by Prospective Supervisor	Contact to your prospective supervisor at Graduate School to prepare the document. Submit a copy of the letter written by a prospective supervisor.

Note 1: All documents to be submitted must be prepared in the same size (preferably A4 size) and be typewritten.

Note 2: We do not accept documents that are incomplete, not written completely and accurately, or which are received after the deadline for submission.

Note 3: The previously described documents **must be prepared in English**, except <10>. (When English is not your native language, attach English translations.)

Note 4: **Documents <1>, <3>, <4>, <6>, and <9> must be submitted in original.** For documents <3> and <4>, a copy of the original document verified by the issuer is acceptable.

III-2. Methods for Selection of Entrants

Selection of entrants shall be made based on document screening and pass or failure is determined.

III-3. Announcement of Successful Applicants

Enrollment		Date of Announcement
October 2024 Enrollment	First Application Period	June 28, 2024
	Second Application Period	July 26, 2024
April 2025 Enrollment		January 24, 2025

A letter of acceptance and others will be sent to successful applicants themselves through your prospective supervisor dated on the day of the announcement described above.

III-4. Admission Procedures

1. Method of Admission Procedures

Successful applicants will be admitted by completing the admission procedures. Details will be informed separately with a letter of acceptance.

2. Period of Admission Procedures

Enrollment	Period of Admission Procedures
October 2024 Enrollment	September 18, 2024 to September 19, 2024
April 2025 Enrollment	March 13, 2025 to March 14, 2025

III-5. Other

1. Admission Fee and Tuition Fee

(Applicable only for self-supporting international students. Japanese-government sponsored students need not to pay.)

Admission fee: 282,000 yen (expected amount)

Tuition fee: 267,900 yen (for half a year); 535,800 yen (for a year)

* When the amount was revised at the time of admission or while at school, the new amount will be applied from the time of the revision.

2. Study Assistance • Dormitories

For self-supporting international students, we have systems as part of study assistance: admission fee waiver, postponement of admission fee collection, tuition fee waiver, and various scholarships.

If your academic achievement, income, etc. meet the requirements, then you may apply for admission fee waiver, postponement of admission fee collection, and tuition fee waiver and have a full or half waiver.

When your academic achievement, income, etc. meet the requirements, you may apply for various scholarships and receive scholarship benefits.

Also, Okayama University has four dormitories for international students and researchers: Kuwanoki Dormitory for International Students, Fukui Dormitory for International Students, International House for International Students and Researchers, and International Student Shared House, which is for international and Japanese students.

All of these dormitories are within walking distance of the Tsushima campus.

Inquiry about scholarship, dormitories, etc.:

International Affairs Department
Okayama University
2-1-1, Tsushima-naka kita-ku, Okayama 700-8530, Japan

Website: <https://intl.okayama-u.ac.jp/en/support/>
Fax: +81-86-252-5022 (from overseas)
Fax: 086-252-5022 (from inside Japan)
E-mail: dde7046@adm.okayama-u.ac.jp (Scholarship)
housing@cc.okayama-u.ac.jp (Dormitory)

3. Notes

It is recommended that international students have sufficient knowledge of the climate, weather, and customs of Japan as well as the situation of the university in advance before coming to Japan.

Education and research activities will be conducted mainly in Japanese language. Consult with your desired prospective supervisor in advance if you wish to have guidance in English.

In everyday life, you will need Japanese language skills. It is also desired that candidates have studied Japanese language.

Okayama University has a Japanese language course for international students. Please take the course if you like.

4. Purpose of Use of Personal Information

Application documents submitted and personal information written on them are used for affairs related to the selection of entrants.

However, regarding entrants, we use their personal information written on the application form, including name, gender, date of birth, current address, and schools graduated from, as registry data for basic student information in the academic affairs system at Okayama University.

In addition, successful applicants' personal information, examinee number and name, are used for the clerical systems for tuition fee debt management and tuition fee waiver at Okayama University.

When application for admission fee waiver, postponement of admission fee collection, tuition fee waiver, or various scholarships was made, the applicant's entrance examination results and academic transcript might be used to handle academic ability judgment related to affairs such as postponement of admission fee collection.

5. Security Export Control System

Okayama University has established the "Security Export Control Regulations of Okayama University" under the Security Export Control System based on the "Foreign Exchange and Foreign Trade Act (FEFTA)", and conducts strict screening when accepting foreign students (including Japanese students receiving scholarships from outside Japan).

If you are subjected to this regulation or FEFTA, you may not be accepted or your desired research activities may be restricted.

For details concerning the Security Export Control System in Japan, please refer to the following website. URL: <https://www.meti.go.jp/policy/anpo/englishpage.html>

Address for Submission of Documents / Inquiries (Doctor's Course)

[1] Inquiries should be sent by e-mail with the following information.

- (1) Name
- (2) Name of the Faculty and University (Current affiliation or you have graduated/completed)
- (3) Contact e-mail address
- (4) Area of specialization you are currently studying
- (5) Degree(s) you hold
- (6) Which course of study (Doctor's Course) you are applying to
- (7) Field of study (course) and name of faculty member(s) with whom you wish to consult
- (8) Description of consultation (please be specific)

Graduate School Section Academic Affairs Division Graduate School of Environmental, Life, Natural Science and Technology, Okayama University 3-1-1, Tsushima-naka, kita-ku Okayama 700-8530, Japan E-mail: admission8576@adm.okayama-u.ac.jp
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Note: The following Inquiries / documents submission is also available at the above address

- Requests and inquiries for the application guidelines
- Requests and inquiries for the application eligibility screening documents for the General Entrance Examination and the Overseas Selection for International Students

[2] How to request the forms for Application / forms for Application Eligibility Screening

***Applicants of Overseas Selection for International Students:**

We do not distribute forms for the Selection by mail or at the counter.

Please use the forms on the website.

In case you have requests and inquiries for the application eligibility screening documents for the Overseas Selection for International Students, please contact to "Address for Submission of Documents / Inquiries" by email.