

**General Entrance Examination  
Screening for Advancement**

**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 (1st Application period)	April 2025 Enrollment (2nd Application period)
Application Period	July 31, 2024 to August 1, 2024	January 27, 2025 to January 28, 2025

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

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## I. Admission Quota

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	33	
		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	14	
		Applied Chemistry			
	Earth, Environmental and Life Sciences	Biological Sciences	A few	39	
		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	10		

(Note 1) The Admission Quota includes number of the Screening for Advancement.

(Note 2) For detailed information on faculty members, 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 3) 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. Application Guidelines for General Entrance Examination

(Time of Enrollment: October 2024 or April 2025)

### II-1 Eligibility for Application, Application Eligibility Screening, Application of Persons with Disabilities

#### 1. Eligibility for Application

Those to whom any of the following items is applicable, or is 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 taken a correspondence course of education provided by a foreign school in Japan and have been awarded a degree equivalent to a master's or professional degree.
- (4) Have completed a program in Japan provided by an educational institution that is positioned as having graduate programs under the relevant foreign education system and which is designated separately by the Japanese Minister of Education, Culture, Sports, Science and Technology, and who have been awarded a degree equivalent to a master's or professional degree.
- (5) Have completed the program at United Nations University and have been awarded a degree equivalent to a master's degree.
- (6) Have completed a curriculum at a foreign school, an educational institution that has received the designation under item (4), or the United Nations University, who have passed an examination or a screening equivalent to those stipulated in Article 16-2 of Standards for the Establishment of Graduate Schools, and who are deemed to have academic ability equivalent to or greater than that of a master's degree holder.
- (7) Are designated by the Minister of Education, Culture, Sports, Science and Technology.
- (8) Are deemed to have academic ability equal to or greater than that of a master's or professional degree holder by the Graduate School through an individual admission eligibility screening and who have reached the age of 24 years.

Note 1: Applicants who are expected to complete a master's program or master's course at Okayama University in September 2024 / March 2025 must apply following "**III Guidelines for Screening for Advancement**".

Note 2: Those who "are designated by the Minister of Education, Culture, Sports, Science and Technology" specified in item (7) above refers to applicants who meet any of the following conditions, and who have the experience of engaging in research in a university or research institution for more than 2 years after graduation or completion of university or other institution, with research achievements, such as published books, academic papers, academic lectures, academic reports, or patents, which are considered to be equivalent to or higher than a master's thesis. (It is necessary to apply Application Eligibility Screening. See "**2 Application Eligibility Screening**".)

- 1) Those who graduated from a university.
- 2) Those who have completed 16 years of school education in a foreign country or who have completed 16 years of school education in Japan by taking a correspondence course of education provided by a foreign school.

Note 3: Those who "are deemed to have academic ability equal to or greater than that of a master's or professional degree holder by the Graduate School through an individual admission eligibility screening" specified in the item above refers to applicants who have passed an academic proficiency

test (written and oral examinations) that the Graduate Schools provides as the screening of the eligibility for application after document screening. (It is necessary to apply Application Eligibility Screening. See “**2 Application Eligibility Screening**”.) However, when an applicant’s ability can be confirmed based on the documents submitted, the applicant will be exempted from the written examination.

The date, method, and other information related to the academic ability test and the interview will be assigned to cases individually.

## 2. Application Eligibility Screening

For those applicants who fall under **item (7) or (8)** specified in the previously described “**1 Eligibility for Application**”, we conduct application eligibility screenings before application.

For additional details related to the Eligibility for Application item (7) or (8), see Notes 2 and 3 in “1 Eligibility for Application”.

### 1) How to Obtain the Forms for Application Eligibility Screening

The forms for submission are distributed at the “Address for Submission of Documents / Inquiries”.

Please obtain them by requesting by mail or coming to the “Address for Submission of Documents / Inquiries”. Please refer to the “Address for Submission of Documents / Inquiries”, [2] How to Request the Forms for Application / Forms for Application Eligibility Screening.

Some of the forms can be downloaded from our website.

### 2) How to Submit Documents Required for Application Eligibility Screening

The applicants must submit the documents required for the application eligibility screening specified in the “4) Documents Required for Application Eligibility Screening” to “Address for Submission of Documents / Inquiries” by no later than each last date stated in the “3) Acceptance Period of Documents for Application Eligibility Screening”.

In case you submit documents directly to the counter	Acceptance hour: 8:30 a.m.–5:00 p.m. *Except Saturday, Sunday, National holidays
In case you submit documents by mail	Documents must be sent by “ <b>Registered, Express Mail</b> ”. Write “ <b>Enc. Documents for Application Eligibility Screening for Doctor’s Course of Graduate School of Environmental, Life, Natural Science and Technology</b> ” in red on the envelope.

### 3) Acceptance Period of Documents for Application Eligibility Screening

October 2024 Enrollment	June 27, 2024 to June 28, 2024
April 2025 Enrollment (1st Application Period)	
April 2025 Enrollment (2nd Application Period)	December 12, 2024 to December 13, 2024

#### 4) Documents Required for Application Eligibility Screening

Documents Required for Application Eligibility Screening	Remarks
⟨1⟩ Form of Eligibility for Application	Use the forms prescribed by the Graduate School.
⟨2⟩ 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.)
⟨3⟩ Offprint or a Copy of Academic Papers etc.	Submit the following papers etc. on the achievement listed in ⟨2⟩ Record of Academic Performance. For academic papers: attach an offprint or a copy. In the case of presentations: attach a summary or an abstract for research presentations.
⟨4⟩ 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.)
⟨5⟩ Academic Transcript (of last completed education)	Submit a transcript issued by the president of the final school from which the applicant graduated.
⟨6⟩ Graduation Certificate (of last completed education)	Submit a graduation certificate issued by the president of the final school from which the applicant graduated.

Note. Documents <1>, <2>, <4>, <5>, and <6> must be submitted in original.

For documents <5> and <6>, a copy of the original document verified by the issuer is acceptable.

#### 5) Result of the Eligibility Screening

The result of the eligibility screening will be notified through your prospective supervisor on the following dates.

October 2024 Enrollment	July 24, 2024 (to be determined)
April 2025 Enrollment (1st Application Period)	
April 2025 Enrollment (2nd Application Period)	January 22, 2025 (to be determined)

### 3. Application of Persons with Disabilities

Applicants with disabilities might need special considerations when taking examinations and classes. Consult with us in the way described below before application.

Have a consultation as early as possible, considering the time necessary to inform you of the results of the consultation and take necessary measures based on special considerations.

Deadline of Consultation	October 2024 Enrollment	June 28, 2024
	April 2025 Enrollment (1st Application Period)	
	April 2025 Enrollment (2nd Application Period)	December 13, 2024
Method of Consultation	Request a "Form of Preliminary Consultation for Application", and consult with a doctor's medical certificate and (for only those who have been issued) a copy of the handbook for people with disabilities.	
Request to Consult with:	Please request or consult with the "Address for Submission of Documents / Inquiries".	

## II-2. Application Procedures, Methods for Selection of Entrants

### 1. Application Procedures

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

\*Please send an e-mail to “Address for Submission of Documents / Inquiries” if you do not know the contact information of the faculty member.

#### 1) How to Obtain the Forms for Application

The forms for submission are distributed at the “Address for Submission of Documents / Inquiries”.

Please obtain them by requesting by mail or coming to the “Address for Submission of Documents / Inquiries”. Please refer to the “Address for Submission of Documents / Inquiries”, [2] How to Request the Forms for Application / Forms for Application Eligibility Screening.

Some of the forms can be downloaded from our website.

#### 2) How to Apply

Applicants must submit all the document described in “5) Documents Required for Application” to “Address for Submission of Documents / Inquiries” **no later than each last date stated in the Application Periods.**

In case you submit documents directly to the counter	Acceptance hour: 8:30a.m.–5:00 p.m. *Except Saturday, Sunday, National holidays
In case you submit documents by mail	Documents must be sent by “ <b>Registered, Express Mail</b> ”. Write “ <b><u>Enc. Documents for Application Eligibility Screening for Doctor’s Course of Graduate School of Environmental, Life, Natural Science and Technology</u></b> ” in red on the envelope.

#### 3) Application Periods

October 2024 Enrollment	July 31, 2024 to August 1, 2024
April 2025 Enrollment (1st Application Period)	
April 2025 Enrollment (2nd Application Period)	January 27, 2025 to January 28, 2025

#### 4) Notes on Application

- (1) No change shall be permitted after submission in terms of the contents of the submitted documents.
- (2) No document shall be returned for any reason after the application documents are accepted.
- (3) Application with incomplete application documents or shortage of entrance 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) Please attach English or Japanese translations when certificates required for application are in languages other than English or Japanese.
- (6) Certificates issued under the former name (surname and first name), which differs from the name written on the application form are usable. However, in such cases, attach a document (in any form) that the date of name change and the new name are written personally by the applicant.
- (7) If you have an alias, please write your name on your residence certificate, not your alias, on all documents required for application.

## 5) Documents Required for Application

Documents Required for Application are listed on “IV Common Issue for General Entrance Examination and Screening for Advancement”, 1 Documents Required for Application.

## 2. Methods for Selection of Entrants

Selection of entrants shall be made comprehensively based on the results of an oral examination and document review.

The oral examination will be conducted mainly concerning the applicant’s master’s thesis and research plan document.

If necessary, we will pose questions to assess English language ability (or Japanese language ability for international students) during the oral examination.

	Oral Examination Date	Contact Due Date
October 2024 Enrollment	August 22, 2024	August 13, 2024
April 2025 Enrollment (1st Application Period)		
April 2025 Enrollment (2nd Application Period)	February 7, 2025	February 3, 2025

Notes to Applicants Except Those Who Are Applying for The Course of Planetary Materials Science:

1. Place and time of examination will be announced by your prospective supervisor.
2. The Oral Examination Date above might be changed after applicants are contacted.
3. If no information about the date, time, or place of the oral examination has been received by the contact due date, please inquire to “Address for Submission of Documents / Inquiries”.

Note Only to Applicants of The Course of Planetary Materials Science:

The oral examinations of the course of Planetary Materials Science will be conducted online, so the applicants of the course of Planetary Materials Science do not have to come to the University to take the oral examination. Details will be informed after the application is received.

### III. Guidelines for Screening for Advancement

(Time of Advancement: October 2024, April 2025)

#### III-1. Eligibility for Application

Okayama University Students who are expected to complete the master's program or masters' course at the graduate school by September 2024 (or in case of April 2025 enrollment, by March 2025) .

#### III-2. Application Procedures, Methods for Screening for Advancement

##### 1. Application Procedures

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

\*Please send an e-mail to "Address for Submission of Documents / Inquiries" if you do not know the contact information of the faculty member.

##### 1) How to Obtain the Forms for Application

The forms for submission are distributed at the "Address for Submission of Documents / Inquiries". Please obtain them by requesting by mail or coming to the "Address for Submission of Documents / Inquiries". Please refer to the "Address for Submission of Documents / Inquiries", [2] How to Request the Forms for Application / Forms for Application Eligibility Screening. Some of the forms can be downloaded from our website.

##### 2) How to Apply

Applicants for advancement must submit all the documents described "5) Documents Required for Application" to the "Address for Submission of Documents / Inquiries" **no later than each date stated in the Application Periods.**

**(No examination fee is needed. Do not transfer it by mistake.)**

In case you submit documents directly to the counter	Acceptance hour: 8:30a.m.–5:00 p.m. *Except Saturday, Sunday, National holidays
In case you submit documents by mail	Documents must be sent by " <b>Registered, Express Mail</b> ". Write " <b><u>Enc. Documents for Application Eligibility Screening for Doctor's Course of Graduate School of Environmental, Life, Natural Science and Technology</u></b> " in red on the envelope.

##### 3) Application Periods

October 2024 Enrollment	July 31, 2024 to August 1, 2024
April 2025 Enrollment (1st Application Period)	
April 2025 Enrollment (2nd Application Period)	January 27, 2025 to January 28, 2025

#### 4) Notes on Application

- (1) No change shall be permitted after submission in terms of the contents of the submitted documents.
- (2) No document shall be returned for any reason after the application documents are accepted.
- (3) Application with incomplete application documents shall not be accepted.
- (4) Please note carefully that admission might be withdrawn even after advancement if the contents of the submitted documents are found to include false entries.

#### 5) Documents Required for Application

Documents Required for Application are listed on “IV Common Issue for General Entrance Examination and Screening for Advancement”,1 Documents Required for Application.

## 2. Methods for Screening for Advancement

Selection of advancing students shall be made in a comprehensive manner on the basis of results of an oral examination and document screening.

The oral examination will be conducted mainly concerning the applicant’s progress report of research and the research plan document.

If necessary, we will present questions related to English language ability (or Japanese language ability for international students) during the oral examination.

When an applicant’s ability can be fully assessed by document screening, etc., the applicant might be exempted from oral examination.

	Oral Examination Date	Contact Due Date
October 2024 Enrollment	August 22, 2024	August 13, 2024
April 2025 Enrollment (1st Application Period)		
April 2025 Enrollment (2nd Application Period)	February 7, 2025	February 3, 2025

Notes to Applicants Except Those Who Are Applying for The Course of Planetary Materials Science:

1. Place and time of Examination will be announced by your prospective supervisor.
2. The Oral Examination Date above might be changed after applicants are contacted.
3. If no information about the date, time, or place of the oral examination has been received by the contact due date, please inquire to “Address for Submission of Documents / Inquiries”.

Note Only to Applicants of The Course of Planetary Materials Science:

The oral examinations of the course of Planetary Materials Science will be conducted online, so the applicants of the course of Planetary Materials Science do not have to come to the University to take the oral examination. Details will be informed after the application is received.

## IV. Common Issue for General Entrance Examination and Screening for Advancement

### IV-1 Documents Required for Application, Issue of Admission Ticket for Examination, Announcement of Successful Applicants

#### 1. Documents Required for Application

Please submit all the documents marked with ● for the examination category you wish to apply for by the Application Periods.

The required documents may differ depending on the applicable eligibility for application, so please read the remarks carefully.

Documents Required for Application	Remarks	General Entrance Examination	Screening for Advancement
(1) Application for Admission, Curriculum Vitae (CV), Admission Ticket for the Examination and Photograph	<p>Fill out necessary items on the forms prescribed by Graduate School personally by the applicant.</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” and the “Admission Ticket for Examination”. Before affixing, write the name of the intended major course of study and your name on the back of the photographs.</p>	●	●
(2) Entrance Examination Fee	<p><u>30,000yen (A handling fee is required separately.)</u></p> <p>Please refer to [Paying for Entrance Examination Fees] below and pay the entrance examination fee by 5:00 p.m. on the last day of the application period on [Payment for Entrance Examination Fee website].</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. Also note that you can pay Entrance Examination fee from <u>one month before</u> the application period.</p> <p><b>[Paying for Entrance Examination Fees]</b>  <a href="https://www.elst.okayama-u.ac.jp/wp-content/uploads/2023/03/pay_ippan_eng.pdf">https://www.elst.okayama-u.ac.jp/wp-content/uploads/2023/03/pay_ippan_eng.pdf</a></p> <p><b>[Payment for Entrance Examination Fee website]</b>  <a href="https://e-apply.jp/n/okayama-payment-eng">https://e-apply.jp/n/okayama-payment-eng</a></p> <p>If you could not pay by the payment method above, contact “Address for Submission of Documents / Inquiries”.</p> <p><b>[Refund of Entrance Examination Fee]</b>            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 (or application documents were not submitted or accepted.)            b) Entrance examination fee was paid twice by mistake.            c) Those to whom the [Entrance Examination Fee Exemption] described below is applicable paid the entrance examination fee and completed the prescribed application procedures because the acquisition of certificates within the application period was difficult.</p>	●	

Documents Required for Application	Remarks	General Entrance Examination	Screening for Advancement
(2) Entrance Examination Fee (continued from previous page)	<p><b>[Those Applicants Who are Monbukagakusho Scholarship Students]</b>            Those applicants who are Monbukagakusho scholarship students need not pay the entrance examination fee, in principle. However, for cases in which the period of their scholarship ends by March 31, 2025 (or in case of October 2024 enrollment, by September 30, 2024), the payment of the entrance examination fee is required.            When the extension of the scholarship period is approved, the entrance examination fee will be refunded.</p> <p><b>[Entrance Examination Fee Exemption]</b>            Okayama University offers entrance examination fee exemption for those who fell under the Disaster Relief Law after April 2023 to reduce financial burden and secure an opportunity for advancement.</p>	●	/
(3) Transcript of Faculty	Submit a certificate issued by the president of the university or the dean of the faculty from which you graduated.	●	/
(4) Transcript of Graduate School	Submit a certificate issued by the president or the dean of the graduate school from which you graduated.	●	●
(5) (Prospective) Completion Certificate	Submit a certificate issued by the master's program (master's course) or the professional graduate school from which you completed. Those who have completed master's program at a graduate school of university abroad, submit a certificate that confirms the degree you have been awarded.	●	●
(6) Theses	Submit one of the following: a) For master's degree holders with a master thesis, a "copy of the master's thesis" and an "Abstract of Thesis (of approx. 2 pages using the form prescribed by Graduate School)". b) For applicants those who other than a), a "Report of Research Progress (of approx. 2 pages using the form prescribed by the Graduate School)". Attach other materials such as research publications, if any.	●	/
(7) Report of Research Progress	Please prepare approx. 2 pages using the form prescribed by Graduate School.	/	●
(8) Research Planning Sheet	Please prepare approx. 2 pages using the form prescribed by Graduate School.	●	●
(9) Pertaining to the Qualifying Examination	Only those who will apply under <b>item (6) of "II-1 1 Eligibility for Application"</b> must submit a "Pertaining to the Qualifying Examination" (see an example of the format) issued by the president of the university (or the graduate school) that conducted the screening and its accompanying documents.	●	/
(10) Envelope To Send Admission Ticket for the Examination	Only those who will apply for the course of <b>Planetary Materials Science</b> are required to write the applicant's name, address and postal code clearly on the designated envelope and affix a stamp for 344 yen (*). This will be used to send the admission ticket.  *Postal charges can be revised. Please check the Japan Post's postage list and put a stamp of a "within 25 g" of "standard size postal item" plus the express delivery fee.	●	●
(11) Sticker of Address	Fill out the necessary items.	●	●

Documents Required for Application	Remarks	General Entrance Examination	Screening for Advancement
(12) Copy of Residence Card (both sides) or Original Copy of Residence Certificate	<p>If you are not a Japanese citizen, please submit following documents for the purpose of confirmation of nationality, name, etc.</p> <p>○Person who lives in Japan</p> <ul style="list-style-type: none"> <li>• <u>A copy of both sides of the residence card</u> or <u>Original copy of Residence certificate</u> (issued by the city of municipality. The status of residence and residence must be specified)</li> <li>*If you have an alias, please submit the "<u>Original copy of Residence certificate</u> (issued by the city of the municipality)".</li> <li>• <u>A copy of passport</u> (the page with your name, nationality, and photo)</li> </ul> <p>○Person who lives outside Japan</p> <ul style="list-style-type: none"> <li>• <u>A copy of passport</u> (the page with your name, nationality, and photo)</li> </ul>	●	●
(13) Copy of Passport			

Note 1: Documents <1>, <3>, <4>, <5>, <6>, <7>, <8> and <9> must be submitted in original. For documents<3> - <5>, a copy of the original document verified by the issuer is acceptable.

Note 2: Applicants who were confirmed to be eligible for application in the application eligibility screening need not submit certificates from <3> - <5>.

## 2. Issue of Admission Ticket for Examination

[Applicants Except Those Who Are Applying for The Course of Planetary Materials Science]

Please receive your admission ticket for the examination from your prospective supervisor directly on the oral examination day.

Those who take Screening for Advancement and were told that they are exempted from oral examination, please receive the ticket from your prospective supervisor by the Contact Due Date described in “**2. Methods for Screening for Advancement**” of **III-2**.

[Applicants of The Course of Planetary Materials Science Only]

The admission ticket for the examination in the “Envelope To Send Admission Ticket for the Examination” will be sent on the day following the last day of the application period (or the day after a holiday).

## 3. Announcement of Successful Applicants

Successful applicants will be announced on a bulletin board.

	Date and Time	Place of Bulletin Board
October 2024 Enrollment	September 6, 2024 10:00 a.m.	The bulletin board in front of the office of Graduate School Section, Academic Affairs Division, Graduate School of Environmental, Life, Natural Science and Technology, Okayama University (1F, Building No. 1, School of Engineering)
April 2025 Enrollment (1st Application Period)		
April 2025 Enrollment (2nd Application Period)	February 28, 2025 10:00 a.m.	

Note 1: The examinee numbers of successful applicants will be announced on the bulletin board. A “Notification of Admission Decision” and other related documents will be sent to successful applicants dated on the day of the announcement.

Note 2: After the announcement on the bulletin board, the examinee numbers of successful applicants will be posted on the webpage.

<https://www.elst.okayama-u.ac.jp/admission/nyugakushiken/result/>

Note 3: We will never under any circumstances respond to inquiries by phone, etc. concerning passing or

failing the examination.

## IV- 2. Enrollment Procedures

### 1) Method of Procedures

Successful applicants will be accepted into the program after having completed the enrollment procedures. Details will be separately informed to successful applicants later.

### 2) Period of Enrollment Procedures

The period of enrollment procedures has been scheduled as follows. Successful applicants will be informed about details later.

October 2024 Entrants	September 18, 2024 to September 19, 2024
April 2025 Entrants	March 13, 2025 to March 14, 2025

## IV-3. Other

### 1) Enrollment Fee and Tuition Fee

**Enrollment fee:** 282,000 yen (expected amount)

**\*Applicants who took SCREENING FOR ADVANCEMENT: No Enrollment fee is needed.**

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

\*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

We have many systems for study assistance: enrollment fee exemption, enrollment fee postponement, tuition fee exemptions, and scholarships.

### 3) Day/Evening Course System

Graduate School of Environmental, Life, Natural Science and Technology applies the special provision for educational methods (Day/Evening Course System) stipulated in Article 14 of Standards for Establishment of Graduate Schools to make it easier for students who work during class hours to take courses. We provide classes and research guidance not only during the day, but also during evenings (and Saturdays, summer and winter vacations, etc.). Details and necessary procedure will be informed after enrollment.

### 4) System for Extending the Period of Registration

This system is designed that Doctor's Course students, who are unable to complete their course within the standard doctoral study term (3 years) due to circumstances such as work schedule, can complete a previously scheduled and extended course period over a certain period of time beyond the standard term. If you are permitted, you can complete the course by paying tuition fee of standard study term (for 3 years). Details will be announced at the entrance procedure.

### 5) Distance Learning Scholarship for Working Students of Graduate School Doctor's Course

This scholarship is for working students who do not receive any financial support from their companies, etc. for their study, and those who have a distance of 50 km or more to Okayama University from either their place of work or home, where the distance to Okayama University is shorter, and also those who will enroll (or advance to) the University in April with excellent grades.

For details on eligibility and application procedures, please refer to the following webpage.

<https://www.elst.okayama-u.ac.jp/admission/nyugakushiken/support/>

#### 6) Security Export Control Regulations of Okayama University

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.

<https://www.meti.go.jp/policy/anpo/englishpage.html>

#### 7) Emergency Warning or Weather Warnings

The entrance examination day and the start time may be postponed in case of Emergency Warning or Weather Warnings. Therefore, please check the website of the Graduate School before the examination.

[https://www.elst.okayama-u.ac.jp/admission/nyugakushiken/shikenbi\\_henkou/](https://www.elst.okayama-u.ac.jp/admission/nyugakushiken/shikenbi_henkou/)

#### 8) Privacy Policy

The submitted application documents and the personal information contained in them will be used for the operations related to the selection of entrants / advancing students.

The personal information such as name, gender, date of birth, current address, and school attended will also be used as registration data for the basic student information in the university's Academic Affairs system.

In addition, the personal information of the examinee's number and name of successful applicants will also be used for the operations of the University's tuition fee credit management administration system and tuition fee exemption administration system.

Also, the applicant's entrance examination score and academic transcript may be used in the academic evaluation process for the deferment of entrance fee postponement and other services in case of applications for enrollment fee exemption, deferment of enrollment fee postponement, tuition fee exemption, and Japan Student Services Organization (JASSO) scholarships.

## 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.)

<p>Graduate School Section          Academic Affairs Division          Graduate School of Environmental, Life, Natural Science and Technology,          Okayama University</p> <p>3-1-1, Tsushima-naka, kita-ku Okayama 700-8530, Japan</p> <p>E-mail: admission8576@adm.okayama-u.ac.jp</p>
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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

In case you receive documents directly at the counter	<p>Office hour: 8:30 a.m.–5:00 p.m.</p> <p>*Except Saturday, Sunday, National holidays</p>
In case you request documents by mail	<p>Please request to the Address for Submission of Documents / Inquiries as following.</p> <ol style="list-style-type: none"> <li>1) Write "<b><u>Request for Application Documents of Graduate School of Environmental, Life, Natural Science and Technology, Doctor's Course</u></b>" in red on the envelope surface.</li> <li>2) Please enclose the following things with the envelope;             <ul style="list-style-type: none"> <li>- A stamped and self-addressed envelope. (Stamp: <b>140yen</b> (*), Envelope size: 240mm×332mm)</li> <li>- A memo written your contact (phone number and e-mail address), name of your prospective professor who has accepted / will accept and your nationality.</li> </ul> </li> </ol> <p>*Please note that the mailing address is limited to Japan. (No shipping to foreign countries)</p>

\* Postal charges can be revised. Please check the Japan Post's postage list and put a stamp of a "within 100 g" for "within the specified size" of "non-standard size postal item".

When the application period is closer, please affix a stamp for the express delivery fee.