

(October 2016)

Graduate School of Engineering (Master's Programs)

Application Guidebook

(Special Master Course Program for Students to Study
Japanese-style Manufacturing)

2016

Hiroshima University

Graduate School of Engineering Admission Policies

1. Those possessing basic scholastic abilities in each field
2. Those possessing the will for scientific study and interdisciplinary activities
3. Those possessing an interest in building a sustainable society or international collaboration/
development through peace

Regarding Personal Information Management and Handling

Any personal information acquired through this application (full name, date of birth, sex, etc) shall be used only for the purposes of admission selection and notification. Hiroshima University shall keep the data only of those who have been admitted for the purposes of student support (scholarship application, tuition waiver application, etc) and for the purposes of examination and research (entrance exam improvement, applicant trend surveys/analysis, etc). Hiroshima University will not use personal information for any other purpose, nor provide information to any third party.

Application Guidebook

October 2016 Admission

This special master course program is designed for students to study Japanese-style manufacturing. The program includes the following courses and classes etc.

Intensive Japanese Language Course, Japanese-Style Manufacturing Course (Problem Based Learning), Internship in Companies in Hiroshima Prefecture, Regular Engineering/Technology Classes, Master Course Research, Dissertation.

The Graduate School of Engineering seeks students in the following capacity:

1. Number of students to be admitted

The number of students to be admitted and the address for submission of application documents are listed below.

October 2016 Admission

Major	Number of Students	Address for Submission
Mechanical Systems Engineering	Several	Admission Section, Student Support Office, Graduate School of Engineering, Hiroshima University 1-4-1 Kagamiyama, Higashi-Hiroshima 739-8527, Japan Fax: +81-82-424-5461 Graduate School of Engineering, Hiroshima University
Mechanical Science and Engineering		
System Cybernetics		
Information Engineering		
Chemical Engineering		
Applied Chemistry		
Civil and Environmental Engineering		
Transportation and Environmental Systems		
Architecture		

2. Eligibility for Application

Applicants must be foreign nationals and belong to the following applies:

- (1) Graduates/students from a partner university or Hiroshima University.
- (2) Those who visit Japan for study with a will to work for companies in Hiroshima.
- (3) Those who can speak Japanese or willing to study Japanese.

3. Application Requirements

Applicants must fall under all of the above categories and have scored over 540 on the TOEFL®-PBT or over 75 on the TOEFL®-iBT (over 700 on the TOEIC®). Scores must be submitted at the time of application or equivalent. Those who have received higher education in English can apply.

4. Application Procedure

- (1) Application Period

The application period shall run from December 1, 2015 to January 31, 2016. For those sending their application by mail.

(2) Application Documents

No.	Application Documents	Notes
1	Admission Application Form	Use the prescribed form
2	Admission exam fee payment transfer receipt	Submit a receipt using A4 paper.
3	Examination Fee	30,000 Japanese yen Fill out your name and address on the prescribed payment form and pay the examination fee at a bank in Japan (you can pay at neither Japan Post Network nor Japan Post Banks). A bank transfer fee will be charged, and receipts of payment with a bank stamp dated on and before January 31, 2016 only shall be recognized as valid as an application document, so please check your bank's hours of reception before submission.
4	Academic Transcript	Must be issued by a university or college president or dean *Transcripts written in a foreign language must have a Japanese translation attached
5	Certificate of Graduation, or Certificate of Expected Graduation	Must be issued by a university or college president or dean *Transcripts written in a foreign language must have a Japanese translation attached
6	Letter of Recommendation	Recommendation from an academic advisor
7	TOEFL®/TOEIC® scores (at the time of application, scores shall be reviewed and then returned)	Submit the actual score results (not a copy) from exams taken from February 2014 until the time of application. Applicants will be unable to apply if they don't submit their original sheet. <u>(The document is not required for applicants who have received higher education in English. (Instead, please submit the document that can prove that.))</u> Note: Please submit scores from one of the following tests: * TOEFL® * TOEIC®
8	Certification of Japanese Ability	Certification of Japanese ability, if any (additional)
9	Reasons for Application	Use the prescribed form
10	Research Plan	Use the prescribed form
11	Pledge	Use the prescribed form

- Note
- i) All documents above and examination fee will not be returned for any reason.
 - ii) Regardless of what is written in 4. Application Procedures (1) Application Period, the transfer period for the examination fees shall be **December 1, 2015 to January 31, 2016.**

(3) Application Method

- a) Please submit all of the documents above together.

5. Method of Selection

Selection Method

- (1) Students will be selected after a thorough review of their submitted materials.
- (2) We have an interview if necessary.

6. Announcement of Results

The notification of admission will also be sent to accepted applicants by e-mail **March 4 2016**.

(No telephone enquiries regarding admission shall be accepted)

7. Admission Procedures

(1) Admission Documents

Documents shall be sent to successful applicants.

(2) Admission and Tuition Fees

- a) Admission Fee: 282,000 yen
- b) Tuition Fee: 535,800 yen (per year)

*Admission fees shall not be returned for any reason.

*The above fees are listed as current for **December 2015**. Should the amount be revised at the time of or after enrollment, students will be required to pay the revised fee.

(3) Admission Procedure Period

New students will begin procedures in middle September 2016.

(Details will be announced separately.)

8. Scholarship

- (1) Allowance: Each grantee will be provided monthly with **100,000** yen.

The scholarship will not be paid to a grantee who takes a leave of absence or is long absent from Hiroshima university.

Scholarship will be cancelled for a grantee in the following cases. Furthermore, if scholarship payments were made during the period the following cases applied, the grantee may be ordered to return scholarship payments received during that period.

- ① If any of his/her application documents is found to be falsely stated;
- ② If he/she is subjected to disciplinary action, such as expulsion or removal from register, taken by Hiroshima university;
- ③ If it becomes definitive that the grantee will not be able to complete his/her course within the standard course term because of his/her poor academic achievement or suspension .

9. Inquiries, Submission

Admission Section, Student Support Office
Graduate School of Engineering, Hiroshima University
1-4-1 Kagamiyama, Higashi-Hiroshima 739-8527, Japan
Fax: +81-82-424-5461
E-mail: kou-gaku-daigakuin@office.hiroshima-u.ac.jp