

2nd Examination for Academic Year 2024 Admissions (Doctoral Program)

Examination Category Code	3244
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1. Admissions Capacity

Graduate Department	Admissions Capacity
Computer and Information Systems	10

2. Application Eligibility

Individuals who satisfy one of the following requirements:

- (1) Individuals having a master's degree or a professional degree, or those expected to earn by September 30, 2024.
- (2) Individuals conferred a degree equivalent to a master's degree or a professional degree from a university abroad, or those expected to be conferred by September 30, 2024.
- (3) Individuals who have completed courses offered by a school abroad through correspondence courses while living in Japan and been conferred a degree equivalent to a master's degree or a professional degree, or those expected to be conferred by September 30, 2024.
- (4) Individuals who have been conferred a degree equivalent to a master's degree or a professional degree after having completed a graduate program of an educational institute abroad located in Japan authorized by the relevant school education system abroad as those having graduate programs and designated separately by the Minister of Education, Culture, Sports, Science and Technology, or those expected to be conferred by September 30, 2024.
- (5) Individuals who have completed a program at the United Nations University and who have been conferred a degree equivalent to a master's degree, or those expected to be conferred by September 30, 2024.
- (6) Individuals who have taken educational courses at a school abroad, an educational institute designated under Item 4 herein, or the United Nations University, passed an examination and review as provided for in Article 16-2 of the Standards for the Establishment of Graduate Schools, and have been recognized as having academic ability equivalent or superior to that of a holder of a master's degree.
- (7) Individuals who have been designated by the Minister of Education, Culture, Sports, Science and Technology, in accordance with the provisions of Article 156, Item 6 of the Ruling on the Implementation of the School Education Law of Japan (Ministry of Education, Notification No. 118, 1989).

Individuals who have been engaged in research at universities, research institutes, etc. for two years or more after having satisfied any of the requirements listed below, and who are recognized by the University of Aizu Graduate School as possessing scholastic ability equivalent to or higher than that of those who have master's degrees or Professional degrees, based upon the results, etc. of relevant research.

- a) Individuals having graduated from a university provided for in Article 83 of the School Education Law of Japan
- b) Individuals having completed 16 years of school education abroad
- c) Individuals who have completed 16 years of school education abroad through correspondence courses while living in Japan provided by relevant schools abroad/

- (8) Individuals who will have reached the age of 24 as of September 30, 2024 and recognized as having academic ability equivalent or superior to that of a holder of master's degree or professional degree as a result of the

individual examination for admission qualifications conducted by the University of Aizu Graduate School.

Notes

- 1: An individual working may apply for and enroll in the doctoral program while holding a position in a government office or a company, etc.
- 2: **Prior to making an application, each applicant must obtain approval from the faculty member from whom the applicant wishes to have instruction and advice about his/her research plan, etc. during his/her enrollment in the doctoral program.**
- 3: Applicants who wish to apply for the doctoral program under (7) or (8) above, and **applicants from fields other than computer science and engineering (hereinafter referred to as the "Individuals from Other Fields")** are required to go through a preliminary examination regarding eligibility for application. Please read section "10. Preliminary Qualification Examinations" carefully, and submit necessary documents for the preliminary examination by the deadline.

3. Application Procedures

(1) Making the Applications

Application documents must be placed in an envelope, on which the applicant's name, address and ID number (applicable only to the students of the University of Aizu) must be indicated.

It must be submitted by the applicant in person or be mailed by a traceable method such as Acceptance-recorded mail to the address given in (2) below.

When applying from outside Japan, electronic files of the application documents must be sent via e-mail to receive confirmation from the University, and send all the original hardcopies by a traceable method such as EMS so that they arrive at the University by the deadline.

(2) Address for Submission

Student Recruiting Section, Student Affairs Division, The University of Aizu Address: Tsuruga, Ikki-machi, Aizu-Wakamatsu City, Fukushima, 965-8580 JAPAN Phone: [+81] 242-37-2723 Fax: [+81] 242-37-2526 E-mail: admission@u-aizu.ac.jp
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(3) Application Period

Applicants may apply for both the 1st and 2nd entrance examinations for spring or autumn admissions. However, applicants are required to take the application procedure for each of the entrance examinations separately.

Applicants shall not be allowed to apply both for this examination (**3244**) and the 1st entrance examination for AY 2025 Spring Admission (**3251**) at the same time, for which the examination date is the same.

Exam Category Code	Examination Category	Application Period
3244	2 nd Entrance Examination for AY 2024 Autumn Admission	From Monday, June 3 2024 To Monday, June 10, 2024, 5:00 PM (JST)

(4) Application Documents

All application documents must be originals unless stated otherwise. If it is necessary to retain the

original document, submit a certified true copy instead.

Fill in the forms clearly either in Japanese or English. Write in English if it is specified.

If documents are in a language other than English or Japanese, translated documents should be attached to the originals. Translations, which can be made by the applicant, must be accompanied by an official seal of approval from your university, an embassy, a public notary, or a government-approved institution.

Application Documents		Description
1	Application Form	Fill in the provided form (D1e) Your name must be entered as it appears on your passport.
2	Address Label	Fill in the provided form (D2). Affix photos, which have the applicant's name on the back, to the designated places in Photo ID Card and Exam Admission Card. The photo must be a portrait measuring 4 cm long and 3 cm wide, taken within 3 months of the date of submission, showing the head, shoulders, and upper chest, from the front, against a plain background.
	Photo ID Card	
	Exam Admission Card	
3	Certificate of (Expected) Completion of a Master's Program	An official certificate issued by the university the applicant attended/is attending. (in English, Not applicable to current regular students of the University of Aizu Graduate School.) An applicant from an educational institute abroad must also submit a Certificate of Master's Degree . If it is not possible for an applicant falling under the qualification (7) or (8) to submit this document, the applicant may alternatively submit a graduation certificate issued by the university he/she graduated from.
4	Certified Transcript (Undergraduate School)	An official transcript issued by the university the applicant attended. (in English, Not applicable to current regular students of the University of Aizu Graduate School.)
5	Certified Transcript (Graduate School)	An official transcript issued by the graduate school the applicant attended/is attending. (in English, Not applicable to current regular students of the University of Aizu Graduate School.) If it is not possible for an applicant falling under the qualification (7) or (8) to submit this document, it may be omitted by submitting a transcript of the undergraduate school (item 4 above).
6	Summary of Research	About three A4 pages of a summary of research conducted written in English. If the applicant has papers published on the research concerned, copies of these papers should be attached. In the case that the applicant is expected to complete the master's program, a summary of the research he/she is currently conducting may be accepted.
7	Research Plan	An applicant must describe contents of the research in English he/she plans to conduct after entering the doctoral program on the provided form. (D3, up to 4 pages) Note: If an applicant in a remote place is not able to obtain a seal or a signature from the expected research advisor, a copy of an e-mail that verifies their agreement should be attached.
8	Letter of Recommendation	This should be prepared in English by an applicant's supervisor, etc. who can attest to the applicant's achievements and research abilities objectively. Use the provided form (D4), which should be put in an envelope and sealed.

9	Official Test Score for English Proficiency	<p>A copy of an official score record of TOEIC, TOEFL, IELTS, or Duolingo. (The score must be from a test dated within 2 years of the date of submission).</p> <p>The requirement does not apply to native speakers of English or to those whose education was administered in English. However, in the latter case, applicants must submit a document issued by their degree-granting institute proving the official language of instruction of the applicant's education.</p>
10	Application Fee	<p>30,000 yen</p> <p>The application fee must be paid <u>in Yen in the name of the applicant</u> to the following bank account and a proof of payment must be attached to the reverse side of application form (D1e).</p> <p><u>The sender must pay all the remittance/transfer charges</u> to make the amount deposited in the account below becomes exactly 30,000 Yen.</p> <p>Those who will have continuous enrollment status in the University of Aizu Graduate School by enrolling in doctoral program immediately after completion of master's program are not required to pay the application fee.</p> <p>(Remittance in Japan) Bank Name: Toho Bank, Ltd. Branch: Aizu Main Office (Branch Number: 401) Account Number: 2268703 Account Holder: The University of Aizu</p> <p>(International remittance) Bank Name: Mizuho Bank, Ltd. SWIFT Code: MHCBJPJT Branch Name: Aizu (Branch Number: 725) Branch Address: 1-1-25 Chuo, Aizu-Wakamatsu, Fukushima Account Number: 1178709 Account Holder: The University of Aizu</p>
11	Return Envelope for Sending the "Exam Admission Card"	<p>Prepare a regular-size envelope (120 x 235 mm), write a return address and put 254 yen worth of stamps on it. (Stamp is not required for students of the University of Aizu.)</p> <p>Not applicable to applicants residing outside Japan because Exam Admission Cards will not be sent to them by postal mail. An applicant number will be sent to each of them via e-mail.</p>
12	Statement of Financial Support *<u>International students</u>	<p>The provided form (D5) should be filled out by your sponsor. In addition, you must submit a proof of the name and financial standing (income) of your sponsor (free format). Some examples are listed below.</p> <ul style="list-style-type: none"> - Certificate of account balance (in English) A balance of at least two million yen or equivalent is desirable. (Payment at the time of enrollment 289,280 yen, tuition 520,800 yen/year, estimated cost of living 100,000 yen/month) - Certificate of employment and documents proving annual income (in English). <p>Notes:</p> <ul style="list-style-type: none"> - Those who are applying for financial aid (Scholarship etc.) at the time of application also need to submit above documents. - Those who have been accepted as a financial aid (Scholarship etc.) recipient by the time of application must submit a certificate of reception including information on the recipient period and the amount. (in English)

13	Photocopy of Passport (Resident card) *<u>Applicants without Japanese citizenship</u>	A photocopy of the applicant's passport (the page displaying name, birth date, and nationality). If the applicant does not possess a passport, they should provide a photocopy of their personal identification showing the same details. Additionally, individuals holding a resident card in Japan should submit a photocopy of both sides of the card. (Not applicable to current students of the University of Aizu.)
14	Approval for Application *<u>Relevant applicants</u>	1. An individual currently holding a position in a government office or a company, etc. must submit an approval for application written in any form by the director of the department/section to which the individual is affiliated. 2. Applicants who are enrolled in another graduate school doctoral program at the time of application must submit a letter from the current school stating that the student has permission to take the entrance examination.
15	Other Documents *<u>Relevant applicants</u>	1. In the case that an applicant residing outside Japan has difficulty in coming to Japan for the interview, an oral examination may be conducted online within the period listed below. The applicant must submit a document (any format) stating the reason for the request for the online interview. From Tuesday, July 9 to Thursday, July 11, 2024 (JST) 2. Official record and/or certificate (Copies are acceptable) which certify a score or grade of the GRE, if an applicant has taken the test.

4. Points to note

- (1) Incomplete applications and late applications will not be accepted. Additionally, in certain cases applications may not be accepted for other reasons.
- (2) Once received, application documents and application fees will not be returned under any circumstances.
- (3) Once received, any change in the contents of the application documents will not be accepted.
- (4) Should any false statement be found in the application documents, admission might be canceled even if the applicant's admission has been previously approved.
- (5) **An applicant falling under the conditional qualification (1), (2), (3), (4) or (5), in "2. Application Eligibility" must submit a Certificate of Graduation at the time of admission. If the applicant becomes unable to fulfill the requirement, his/her admission will be canceled.**
- (6) Application documents, application fees, and admission fees will not be returned, even if admission is canceled for the reason (4) or (5) above.
- (7) Please check the latest information on the Web because there may be new exemption measures for the application fee, admission fee, etc. URL: <https://u-aizu.ac.jp/en/admissions/>

5. Examination

- (1) Selection Method

Successful applicants shall be selected comprehensively through an oral examination (interview), and by examining application documents. In the case that an applicant residing outside Japan has difficulty in coming to Japan to take the oral examination, an interview may be conducted by Skype etc.

In the oral examination, each applicant shall be examined on his/her English proficiency, specialized knowledge of computer science and engineering, summary of previous research conducted (e.g., master's thesis), and future research plans. Oral examinations shall be about 30 minutes per applicant. Obtain advice from your research advisors on how to give a research presentation. It is possible to prepare materials for the interview and distribute these materials to the examiners. Also, it is possible to use a

projector for the presentation.

Note: **Oral examinations for individuals who fall under the Application Qualification (7) or (8) and Individuals from Other Fields shall be about 45 minutes.**

(2) Date and Location for the Entrance Examination

Details will be given at the time when Exam Admission Card is mailed to each applicant.

Exam Category Code	Examination Category	Date	Place
3244	2 nd Entrance Examination for AY 2024 Autumn Admission	Saturday, July 13, 2024	University of Aizu

6. Announcement of Successful Applicants

(1) Announcement methods

The applicant numbers of successful applicants will be posted on the University website, and successful applicants will receive in writing a notification of successful results. The University will not respond to any inquiries regarding the examination results made by phone, e-mail, or other means.

URL: <https://u-aizu.ac.jp/en/admissions/graduate/result/>

(2) Announcement date

Exam Category Code	Examination Category	Date and Time
3244	2 nd Entrance Examination for AY 2024 Autumn Admission	Friday, July 19, 2024, Around 11:00 AM (JST)

7. Admission Procedures

(1) Necessary Procedures

- a. The documents necessary for admission procedure will be sent to successful applicants after the announcement of successful applicants.
- b. In principle, documents should be submitted by the applicant or proxy in person. If it is difficult to come to the University for procedure, send the documents by a traceable method such as Acceptance-recorded mail or EMS. In this case the documents should arrive no later than the date noted in (2) below, and the applicant should contact the Student Recruiting Section by Wednesday, August 7, 2024, 5:00 PM (JST).
- c. Incomplete documents will not be accepted.
- d. Once received, admission documents will not be returned under any circumstances.
- e. Once received, admission fees will not be returned under any circumstances.
- f. Should any individual fail to complete the admission procedure by the prescribed date, he/she shall be regarded as having declined enrollment in the University.

(2) Date

Exam Category Code	Examination Category	Date
3244	2 nd Entrance Examination for AY 2024 Autumn Admission	Friday, August 9, 2024

(3) Payment for the first year

Item	Amount	Payment Due
Admission Fee	282,000 yen	Same as the date given in 7-(2) above. *Those who will have continuous enrollment status in the University of Aizu Graduate School by enrolling in the doctoral program immediately after completion of master's program are not required to pay the admission fee.
Tuition	520,800 yen	Paid in two installments of 260,400 yen (end of November and May respectively)
Casualty and accident insurance for student's education and research	2,600 yen (for three-years' insurance)	Same as the date given in 7-(2) above.
Comprehensive Insurance for International Students *International students only	4,680 yen (for three-years' insurance)	Same as the date given in 7-(2) above.

8. Other

(1) Procedures for entering and residing in Japan

Necessary procedures for entering and residing in Japan must be completed by the time of admission to the University. Failure to obtain a student visa, etc. in time shall void the entire admission procedure. In that case, fees paid and documents submitted will not be returned. Completion of formalities and necessary procedures for entering and residing in Japan are the solo responsibilities of applicants.

When applying for a certificate of eligibility, it is required to submit a "Letter of Admission". Please note that the "Letter of Admission" shall be issued to successful applicants only if they have completed the admission procedures and paid the admission fee. Each applicant is advised to get the information on the visa application procedures at the Japanese Embassy, etc. beforehand.

(2) Scholarships

Applications can be made for a scholarship from the Japan Student Services Organization for Postgraduates, and other scholarships. Details of scholarships will be explained after entrance to the University.

(3) RA System

The University offers RA (Research Assistant) positions to students of the doctoral program. Please ask the prospective research advisor for details.

(4) Living Expenses

Approximately 100,000 yen per month is necessary for living expenses, not including tuition.

(5) Boarding Houses and Apartment Houses

Students must find accommodations on their own. Accommodation information is available at the University website. URL: <https://u-aizu.ac.jp/en/campus/apartment/>

9. Handling of Personal Information

Personal information is handled in accordance with "Act on the Protection of Personal Information Held by Administrative Organs" and "Regulation on the Protection, Etc. of Personal Information Handled by The Public University Corporation, The University of Aizu."

(1) The personal information including name, address, etc. learned due to submission of an application will be

used for 1) admissions selections (Application processing, screening) 2) announcement of results 3) administrative admissions procedures.

- (2) Examination results used for admissions selection may be used for the purposes of post-admission education and instruction as well as the creation of study materials for future admissions selection methods.
- (3) Personal information learned due to submission of an application and the examination results used for admissions selection may be used in regards to admitted students for the purposes of 1) academic affairs (learning support, etc.), 2) student support-related (registration, health management, career support, tuition exemption/scholarship applicant, dorm residency screening) and 3) tasks related to the collection of tuition.

10. Preliminary Qualification Examinations

Applicants falling under the Application Qualification (7) or (8) listed on item 2 and Individuals from Other Fields are required to go through the preliminary examination by submitting the documents listed below. When the actual application for the program is made, submission of the original Application Form and the other necessary documents excluding those already submitted for the preliminary examination is necessary.

Documents necessary for the preliminary examination must be placed in an envelope, on which "For the Preliminary Examination" and the applicant's name/address should be written, and must be submitted in person or be mailed by a traceable method such as Acceptance-recorded mail to the address given in 3-(2).

When applying from outside Japan, electronic files of the documents must be sent via e-mail to receive confirmation from the University, and send the hardcopies by a traceable method such as EMS so that they arrive at the University by the deadline.

Exam Category Code	Examination Category	Document Submission Deadline	Notification of the Result
3244	2 nd Entrance Examination for AY 2024 Autumn Admission	Wednesday, May 1, 2024 *Documents must arrive no later than 5:00 PM (JST)	By Wednesday, May 29, 2024

Documents for Submission	Description
Copy of the Application Form	See the list of the application documents given in item 3-(4) Application Documents.
Certificate of (Expected) Completion of a Master's Program	
Certified Transcript (Undergraduate / Graduate School)	
Summary of Research	
Research Plan	
Letter of Recommendation	

Graduate School Admission Policy

The University of Aizu is the first university in Japan solely dedicated to computer science and engineering. Computer science and engineering is a promising and cutting-edge discipline with a wide range of applications, and it is becoming a core for technology regarding knowledge production. True to its founding principles "Starting from Local Communities to the World" and "to Advance Knowledge for Humanity", the University of Aizu has always conducted cutting-edge research and comprehensive education in computer science and engineering with a faculty comprised of highly accomplished researchers from around the world.

The University of Aizu Graduate School was established in April 1997 as a place for pioneering academic research and education that contributes to a global society. The Graduate School aims to develop highly creative individuals by providing diverse courses that incorporate advice from the private sector within a superior educational and research environment. In order to develop the ability of students to solve problems in a global environment, classes are generally taught in English. The University of Aizu Graduate School has set forth the following expectations for qualities of incoming graduate students, and the following basic admission selection policy.

Expected Qualities of Graduate School Students

[Master's Programs]

The Master's Programs seek individuals, from both within and outside Japan, who satisfy the following criteria:

- Have acquired basic computer science and engineering knowledge and skills at the University of Aizu, another university or an advanced course of colleges of technology, etc., despite possibly having majored in a field other than computer science and engineering.
- Wish to study advanced computer science and acquire engineering knowledge and skills, and possibly project development and management, to play an active role in industry as a researcher, engineer, or team leader.

[Doctoral Program]

The Doctoral Program seeks individuals, from both within and outside Japan, who satisfy the following criteria:

- Have sufficient capability and desire to conduct advanced computer science and engineering research, and expect to play a leading role as a scientist/educator in academia or as a researcher, planner, and/or promoter of new projects in industry.
- Possess a passionate curiosity, a spirit of taking on new challenges, and a strong desire to research and develop new knowledge for humanity and new systems that are useful to society.

Basic Admission Selection Policy

The University of Aizu Graduate School shall conduct a document screening including research plan and oral examination in English to confirm the applicant's basic computer knowledge and the skills, English proficiency, motivation, and discipline needed to study advanced computer science and engineering. However, under certain circumstances, we may only review the application documents depending on examination category.