

**Nagoya University International Programs for 2012
Graduate Program in Comparative Studies of Language and Culture
(Master's Program)
Admission Requirements for International Students
(October Admission)**

Nagoya University invites international students to apply for the English-taught Master's Degree Program in Comparative Studies of Language and Culture for 2012 admission according to the terms and conditions below.

I. Eligibility for Application

In order to be eligible to apply as an international student for Nagoya University's International Programs, the applicant who is not a Japanese citizen and not a permanent resident of Japan must satisfy one of the three conditions below.

1. The applicant either has completed a 16-year curriculum in an educational system(s) other than the Japanese one, or is scheduled to complete such a curriculum by September 30, 2012.
2. The applicant has completed a 12-year curriculum in an educational system(s) other than the Japanese one, and has graduated from a Japanese university, or is scheduled to graduate by September 30, 2012.
3. The applicant is deemed by the Graduate School to possess academic ability equivalent or superior to a university graduate.

[Notes]

A person who wishes to apply under the terms of Eligibility condition 3 above must contact the Admissions Office, International Programs, International Exchange and Cooperation Headquarters (e-mail: apply@g30.nagoya-u.ac.jp) by the inquiry deadline below and complete the prescribed procedures for eligibility review.

Inquiry Deadline for Eligibility Review: 17:00 on Friday, February 17, 2012

II. Requirements for Application

The applicant must fulfill the following requirements:

1. The applicant has a minimum of B grade average (A-F scale) / 3.0 GPA (1-4 scale) or equivalent in university.
2. The applicant who graduated from a university where the primary language of instruction is not English must satisfy one of the following requirements. However, the applicant who is a native speaker of English or who received education in a university in which English was the primary language of instruction is exempted from this requirement.
 - i. TOEFL: minimum score of 80 iBT; 213 CBT; 550 PBT
 - ii. IELTS: minimum band score of 6
 - iii. Other evidence showing that the applicant has English proficiency at least equivalent to the above.

III. Number of Available Places

Program (School)	No. of Places
Graduate Program in Comparative Studies of Language and Culture (Graduate School of Languages and Cultures)	Limited

IV. Application Procedure

1. What the applicant should do before submitting his/her application

The applicant should refer to the website (<http://admissions.g30.nagoya-u.ac.jp>), and select his/her preferred program.

2. Application period

Application documents are accepted during the following period:

From Monday, February 6, 2012 through Friday, March 9, 2012

3. Documents and other materials required for application and how to submit them

To apply, please prepare all required documents in accordance with the methods prescribed in the table below and submit them by the deadline. Note that some items should be submitted online and other items should be posted.

Please pay close attention to the notes below the table when preparing your documents.

Online submission: Online Admissions System: <http://admissions.g30.nagoya-u.ac.jp>

Postal submission: Admissions Office, International Programs, Nagoya University International Exchange and Cooperation Headquarters Furo-cho, Chikusa-ku, Nagoya 464-8601 JAPAN
E-mail: apply@g30.nagoya-u.ac.jp

	Documents and Other Materials	Notes
(1)	Application Form	Please submit forms via the Nagoya University Online Admissions System.
(2)	Diploma (or prospective graduation diploma) of the university	The certificate of graduation (or prospective graduation) must include the school's official seal or signature and should be mailed directly by the school. * Please submit certificates pertaining to your Eligibility for Application.
	Academic transcript for undergraduate education	Academic transcripts must include the school's official seal or signature and should be mailed directly by the school. * Be sure to also submit the grade assessment standards.
(3)	English Proficiency Test Scores	Please submit scores that certify your fulfillment of the English proficiency requirement. Make arrangements to have official scores sent directly from the testing institution by the deadline. (The institutional code for Nagoya University International Programs on the TOEFL is 7256.) *Please note that, in all cases, only the results of tests taken after January 2010 will be considered as valid for application.
(4)	Certified Score Report of the GRE	Submit a certified score report of the GRE, if available. * Make arrangements to have official scores sent directly from the testing institution by the deadline. (The institutional code for Nagoya University International Programs on the GRE is 7256.)
(5)	Research Proposal	A proposal for the research you want to pursue in the graduate school (Approximately 1000 words in English).
(6)	Two Letters of Reference	Have two referees each send a signed, sealed Letter of Reference directly to Nagoya University.
(7)	Summary of undergraduate research	If available, please upload a document describing the content of your Graduation Research to the Online Admission System.
(8)	Documents showing other strengths	If available, please upload these documents to the Online Admission System or submit them by mail.
(9)	Document validating your nationality and residence status	This document may be, for example, a copy of your passport or a certificate issued by an embassy office in Japan. It should be prepared in English; attach a translation if it is issued in any other language. If you reside in Japan, you must also submit a copy of Certificate of Foreign Resident Registration.
(10)	Application fee: 5,000 yen	The application fee must be paid by credit card through the website. (http://admissions.g30.nagoya-u.ac.jp) Please note that the application fee received by the University is non-refundable.

[Notes]

- 1) Applications will only be accepted if all required documents for application are received by the deadline. It is recommended that you send documents by registered express mail or an equivalent air courier (e.g. Federal Express, DHL, UPS). **Incomplete applications may not be considered for the selection process.** No changes to any of the documents are allowed after submission.
- 2) For non-English documents, the document issuing school or authority must provide a corresponding English or Japanese translation of the original language. If the school or authority does not provide such a service, the documents must be translated and verified by an outside translation organization and certified to be the same as those issued by the school or authority. Be sure to submit both the

original documents and the certified translations.

- 3) If a subject title, an evaluation result, or any other information in the certificates requested in items (2) to (4) above contains codes or abbreviations, an explanation should be attached.
- 4) Application documents submitted cannot be returned. However, certain materials that cannot be reissued will be returned upon request. Please attach a note to this effect.
- 5) If, after admission, it is discovered that any of the documents have been falsified or any necessary details or documents have been omitted, admission will be cancelled, even in the event that the candidate has already been admitted to the university.
- 6) Applicants will be notified on the arrival of application documents via e-mail. If no such e-mail is received, please contact Admissions Office, International Programs via e-mail:
apply@g30.nagoya-u.ac.jp.

4. Applicants with special needs

Applicants with special needs, who require special support in making their application and/or studying at university, should consult Nagoya University before making their application. The details are as follows:

- (1) Deadline of Consultation: **Friday, November 25, 2011**
- (2) Contact: Admissions Office, International Programs, Nagoya University International Exchange and Cooperation Headquarters

V. Selection Method

- (1) Document screening
- (2) Interview (in person in applicant's home country, or on campus or via Skype etc.)

VI. Announcement of Results

Applicants who receive an admission offer will be notified of the result by e-mail and on our website (<http://admissions.g30.nagoya-u.ac.jp>) no later than the date below. The results will be also sent by airmail to the address indicated on their Application Form. Applicants on a waiting list and whose applications were declined will also be notified by e-mail and on the website.

Date of Notification of Selection Results: 17:00 on Friday, May 11, 2012

VII. Admission Procedure

Documents and forms required for university enrollment will be sent to every successful applicant who receives the admission offer together with an admission offer letter. The payments must be made as described below.

The registration fee and tuition fee will be waived for successful applicants who are nominated as a Government (MEXT)-sponsored scholar.

1. Payment of the registration fee (JPY 282,000)

To secure permission for enrollment, please refer to the guidelines for enrollment procedures sent with the admission offer letter and remit the registration fee no later than the date below.

Deadline for Payment of Registration Fee: 17:00 on Friday, June 1, 2012

[Notes]

- (1) If there is any change in the registration fee before matriculation, the change will be applied at the time of revision.
- (2) To pay the registration fee, please refer to the guidelines for enrollment procedures sent with the admission offer letter. The fee must be paid by credit card through the following website:
<http://admissions.g30.nagoya-u.ac.jp>

- (3) Registration fees received by the University cannot be refunded under normal circumstances.
 (4) If payment of the registration fee is not completed within the stipulated deadline, the applicant will be regarded as withdrawing his or her admission. **Please be particularly mindful of this point.**

2. Tuition fees and Premium for Personal Accident Insurance

Program	Tuition Fees	A Premium for Personal Accident Insurance for Students' Education and Research (Premium includes third party liability insurance)
Graduate Program in Comparative Studies of Language and Culture	Per semester: JPY 267,900 (Per year: JPY 535,800)	JPY 1,750 (for 2 years)

[Notes]

- (1) If there is any change in tuition fees at the time of admission or during the period of study at the University, the changes will be applied at the time of revision.
- (2) Tuition fee should be paid after semester starts.
- (3) Please refer to the guidelines for enrollment procedures for other details.

3. Reminder to the applicants who have not yet completed their university education at the time of application

The applicants who have not yet graduated from university at the time of application must ensure that their certificate of graduation and academic transcripts are sent from their school to the Nagoya University Admissions Office, International Programs by **August 1, 2012**. If this is not possible, please contact the Admissions Office as soon as possible.

VIII. Other

1. All personal information submitted to Nagoya University is appropriately managed in compliance with the "Act on the Protection of Personal Information Held by Independent Administrative Agencies" and the "Management of Nagoya University Students' Personal Information" regulations.
2. Personal information related to the applicant, such as name, address, date of birth, etc., will be used for the purpose of admissions, announcement of results, and enrollment procedures. Personal information related to the applicant and entrance examination results will also be used to improve future selection procedures.
3. Furthermore, the personal details of applicants admitted to Nagoya University will be used for i) academic affairs (student registration, academic advising, etc.), ii) student welfare services (health care, career services, tuition exemption, scholarship applications, etc.), and iii) collecting tuition fees.
4. The time indicated in the Admission Requirements all refer to Japan Standard Time (UTC+09).

IX. Contact

Office of Student Affairs
 Graduate School of Languages and Cultures, Nagoya University
 Furo-cho, Chikusa-ku, Nagoya 464-8601 JAPAN
 E-mail: gen-jimu@post.jimu.nagoya-u.ac.jp