

Nagoya University International Programs for AY2017

Medical Science Graduate Program (Doctoral Program) at the Graduate School of Medicine Admission Requirements for International Students (October Admission)

Nagoya University invites international students to apply for AY2017 admission to the Medical Science Graduate Program at the Graduate School of Medicine, an English-taught Doctoral Degree Program, according to the terms and conditions below.

Admission Policies

For Nagoya University's general admission policies, please see the following website:
http://kouho-en.adm.nagoya-u.ac.jp/about_nu/declaration/policy/index.html

I. Eligibility for Application

In order to be eligible to apply as an international student for Nagoya University's International Programs, the applicant must NOT be a Japanese citizen or a permanent resident of Japan, and must satisfy any of the following criteria:

- (1) Persons who have graduated or are scheduled to graduate from a university program in medicine, dentistry, pharmacy (limited to pharmacy programs where the minimum duration of study is six years) or veterinary medicine by September 30, 2017;
- (2) Persons who have completed or are scheduled to complete 18 years of schooling (ending with a program in medicine, dentistry, pharmacy or veterinary medicine) in a foreign country by September 30, 2017;
- (3) Persons who have been designated by the Minister of Education, Culture, Sports, Science and Technology (Ministry of Education, Science, Sports and Culture Public Notice No. 39 of April 8, 1955), including persons who have completed or are scheduled to complete a master's program by September 30, 2017;
- (4) Persons who have completed or are scheduled to complete 18 years of schooling (ending with a program in medicine, dentistry, pharmacy or veterinary medicine) of a foreign country in Japan by taking courses offered by a school of said foreign country via distance education by September 30, 2017;
- (5) Persons who have completed or are scheduled to complete a course of study in Japan by September 30, 2017, offered at an educational institution positioned under the schooling system of a foreign country offering university programs (limited to those where persons who have completed the program are treated as having completed 18 years of schooling of said foreign country) and designated separately by the Minister of Education, Culture, Sports, Science and Technology;
- (6) The applicant has been or will be granted, by September 30, 2017, a degree equivalent to a bachelor's degree upon completion of a program (limited to medicine, dentistry, pharmacy and veterinary medicine) that consists of at least 5 years of study at an overseas university or other overseas schools (Limited to those whose comprehensive situation of educational and research activities have either

received evaluation from a person who was authorized by the corresponding country's government or related institutions, or which have been separately designated as being equivalent to such by the Minister of Education; Includes completing distance learning programs conducted by said overseas schools while living in Japan or completing programs conducted by educational institutions located in Japan that follow the same education system as the overseas schools and have been separately designated by the Minister of Education.)

- (7) Persons who will have engaged in research at a university, research institute or similar institution for at least two years by September 30, 2017, after graduation from a university program excluding medicine, dentistry, pharmacy (limited to pharmacy programs where the minimum duration of study is six years) or veterinary medicine, or the completion of 16 years of schooling in a foreign country, who are recognized by the Graduate School of Medicine through their achievements in said research as having scholastic ability equivalent to or higher than that of persons who have graduated from a university program in medicine, dentistry, pharmacy (limited to pharmacy programs where the minimum duration of study is six years) or veterinary medicine;
- (8) Persons who will have been enrolled in a university program in medicine, dentistry, pharmacy (limited to pharmacy programs where the minimum duration of study is six years) or veterinary medicine for at least four years or will have completed 16 years of schooling (ending with a program in medicine, dentistry, pharmacy or veterinary medicine) in a foreign country by September 30, 2017, who are found to have acquired the designated credits at the Graduate School of Medicine with an excellent academic record; and
- (9) Persons who will be at least 24 years of age by September 30, 2017 and who are recognized by the Graduate School of Medicine through individual screening of eligibility for admission as having scholastic ability equivalent to or higher than that of persons who have graduated from a university program in medicine, dentistry, pharmacy (limited to pharmacy programs where the minimum duration of study is six years) or veterinary medicine.

[Notes] For applicants applying under eligibility criteria (7) to (9):

1. Applicants applying under eligibility criterion (7) shall satisfy the following two requirements:
 - 1) Persons who, at the time of application, shall have graduated from a university, or shall have engaged in research at a university, research institute or similar institution for at least two years after the completion of 16 years of schooling in a foreign country; and
 - 2) Persons who have achieved research excellence, through academic papers and research presentations, recognized as being of academic quality equivalent to or higher than that of a master's thesis.
2. Eligibility review for application

Those who are applying under one of the eligibility criteria (7) to (9) must download a set of prescribed forms for eligibility review from the website below and submit it to the Graduate School Section, Student Affairs Division, Graduate School of Medicine (refer to "VIII. Contact") by registered mail, to arrive no later than March 31, 2017. (Be sure to write "G30 Medical Science Graduate Program: Eligibility Review for Application" in red on the front of the envelope.)

The Graduate School of Medicine will conduct the eligibility review (an interview may be performed, if necessary), and applicants will be notified of the review results by mail on or after April 21, 2017.

Download the prescribed forms "Forms for Eligibility Review (PDF format)" from the following website: <http://admissions.g30.nagoya-u.ac.jp/en/Program/graduate/admissions/>

3. List of documents to submit for eligibility review

1) For applicants applying under eligibility criterion (7):

- i) Eligibility review form (prescribed form)
- ii) University diploma/certificate of graduation
- iii) Curriculum vitae (prescribed form)
- iv) Report of research achievements (prescribed form)
- v) Copies of academic papers and research presentations

2) For applicants applying under eligibility criterion (8):

- i) Eligibility Review Form (prescribed form)
- ii) University academic transcript
- iii) Statement of Reasons for Application (prescribed form)

3) For applicants applying under eligibility criterion (9):

- i) Eligibility review form (prescribed form)
- ii) Graduation (completion) certificate from the last school the applicant attended
- iii) Curriculum vitae (prescribed form)
- iv) Work history document with detailed work duties and experience, etc.
- v) Report of research achievements (prescribed form)
- vi) Copy of academic papers and research presentations
- vii) Written explanation from prospective advisor (for persons having scholastic ability equivalent to or higher than that of persons who have graduated from an 18-year curriculum in medicine, dentistry, pharmacy or veterinary medicine)

II. Number of Available Places

Programs (Graduate Schools)	No. of Places
Medical Science (Graduate School of Medicine)	Limited

III. Application Procedure

1. Important notes before you apply

Please refer to the list/table of research laboratories (research groups), research areas, research projects and faculty members on the website below and select your preferred laboratory (research group) in the Program you are applying for.

<http://www.med.nagoya-u.ac.jp/english01/3448/index.html>

● Inquiries regarding research projects prior to application

The applicant must make a pre-application inquiry regarding research projects to research laboratory/ies to which they wish to belong in order to receive supervision for their doctoral thesis, before submitting application documents.

If applicants decide to apply to the University based on the information gained through this pre-application inquiry, they must submit all application documents (including application fee) to the appropriate address as specified hereinafter in "Application documents submission" by the prescribed deadline.

(Please note: even if you have already submitted documents to your preferred laboratory/advisor in the course of your pre-application inquiry, those documents may not be deemed to be the formal application

documents, and thus may not be accepted as your application.)

● **Other inquiries**

For all other inquiries, please contact us via the contact information indicated in "VIII. Contact".

2. Application period

Applicants must submit application documents and pay the application fee within the application period specified below.

Application period: from May 1, 2017 9:00 (Japan Time) to May 25, 2017 by 16:00 (Japan Time)

[Note] No application documents will be accepted after the application period closes.

3. Application fee payment and application documents submission

To submit your application, please submit all required documents according to the directions, and be sure to pay the application fee by the deadline.

Pay close attention to the "[Notes]" below the table when preparing your documents.

For documents that need to be prepared using prescribed forms, download the forms from the following website: <http://admissions.g30.nagoya-u.ac.jp/en/Program/graduate/admissions/>

<Application fee payment methods>

Application fee: JPY 5,000

Please make payment using PayPal (recommended) or Bank Transfer via the Online Admissions System. Note that the application fee is for the purpose of checking and screening the submitted documents, etc., and will not be refunded or returned once paid to the University.

The sender is responsible for the costs of the processing fee for the Bank Transfer of your application fee payment.

Payment of this application fee is unnecessary if you fall under either of the following:

- The applicant wishes to advance to the Medical Science Graduate Program directly after the completion of an Initial Two-Year Program (master's program) at a Graduate School of Nagoya University;
- The applicant is a Japanese Government (MEXT)-sponsored scholar.

Government (MEXT)-sponsored scholars who wish to apply to the Medical Science Graduate Program directly after the completion of a course of study at graduate schools of other universities in Japan must submit a MEXT Scholar Certificate.

< Application documents submission >

Online Admission System: URL: <http://admissions.g30.nagoya-u.ac.jp>

Send mail to:

Postgraduate Section, Student Affairs Division, Graduate School of Medicine, Nagoya University
65 Tsurumai-cho, Showa-ku, Nagoya, 466-8550, Japan

※Enclose all Original Copies required for application, and write "International Programs Application Documents" on the envelope in red when mailing application documents.

	Documents and Other Materials	Notes
1)	Application Form	Please submit forms via the Nagoya University Online Admissions System.
2)	Application Form 2 and Curriculum Vitae	<ul style="list-style-type: none"> ● Use the prescribed form(s) and fill out the required fields. ● When indicating your preferred department/areas of research: <ol style="list-style-type: none"> 1) Prior to your decision about the department/areas of research in which you wish to study, you must obtain approval from a professor therein. An advisor's seal in the "Preferred department, etc." field on the form(s) may be omitted if you attach to the form(s) a hard copy of the e-mail message that proves you have acquired the approval. 2) You may indicate a second preference regarding your areas of research.
3)	Statement of Reasons for Application	Use the prescribed form.
4)	Certificate of (prospective) Graduation/Completion	A certificate of (prospective) graduation/completion from the last institution you attended. (Those who graduated or are expected to graduate from the School/Graduate School of Medicine are not required to submit this document.)
5)	Academic Transcript	The transcript must be prepared and sealed by the last institution you attended. (Those who graduated from the School/Graduate School of Medicine are not required to submit this document.)
6)	Photograph	Prepare a photograph (size: 4 cm height x 3 cm width) taken within 3 months of the application, showing your upper body from the front without a hat, and affix it to the prescribed area on the Application Form.
7)	Two (2) Letters of Reference/Evaluation	Have two referees each send a signed, sealed letter of reference/evaluation directly to Nagoya University. No prescribed format. For alternative submission methods, please consult with us prior to submission through the contact information provided in VIII. (Those who wish to advance to the Medical Science Program directly after the completion of the Nagoya University Graduate School of Medicine Master's program are not required to submit this document.)
8)	Summary of Master's Thesis	Submit your master's thesis, if available. In addition, submit a summary of your thesis in English in the prescribed format. (Those who wish to advance to the Medical Science Program directly after the completion of the Nagoya University Graduate School of Medicine Master's program are not required to submit this document.)
9)	List of Publications (with up to three reprints/offprints of major publications)	Submit a list of publications along with up to three reprints/offprints of your major publications, if available.
10)	Document Showing Other Strengths (if available)	(1) Excellent academic records; and/or (2) Excellent achievements in a special project in an academic field.
11)	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. The certificate should be prepared in English; attach an English translation if it is issued in any other language. If you reside in Japan, you must also submit a copy of your Resident Card.

[Notes]

- 1) Applications will be accepted only 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, etc.). **Incomplete applications will not be considered for the selection processes.** No changes to any of the documents will be allowed after submission.
- 2) For non-English documents, the document-issuing institution or authority must provide a corresponding English translation of the original language and authentication thereof. If the issuing institution or authority does not provide such a service, the documents must be translated and verified by an outside translation provider and then authenticated by the institution or authority. If this applies, be sure to submit both the original documents and the authenticated translations.
- 3) If a course/subject name, a grade/evaluation, or any other information in the certificates specified in 4) and 5) above is denoted by signs, codes, abbreviations, etc., the definition or explanation must be attached.
- 4) Once application documents are submitted, they will not be returned for any reason. However, certain materials that cannot be reissued will be returned upon request; applicants should attach a note to this effect.
- 5) Even after admission is granted to the applicant, it may be revoked if any of the following apply:
 - Any of the application documents, including the "Application Form", have been falsified;
 - Any of the required details or information within the application documents have been omitted; or
 - Any of the required documents are found not to have been submitted.

4. Applicants with special needs

Applicants with special needs, who require special support in making their application, should consult Nagoya University before the submission of their admission application, as follows:

- (1) End of consultation period: May 12, 2017 16:00 (Japan Time)
- (2) Contact:

Postgraduate Section, Student Affairs Division, Graduate School of Medicine, Nagoya University

IV. Selection Method

The selection process for successful applicants consists of a document screening and an interview (as a rule, the interview will be conducted via Skype, etc.).

V. Announcement of Admission Results

Admission results will be sent by mail to the address indicated on your Application Form on or after early July, 2017. Unsuccessful applicants will also be informed at this time. Admitted students may also verify their results by logging on to the Online Admission System.

VI. Admission Procedure

Documents and forms required for university enrollment will be sent to successful applicants together with an admission offer letter. Please note that the fees indicated below are required for university enrollment; details regarding the payment due and process, etc., will be included in the admission offer notification.

You will not be required to pay the registration fee if: 1) you wish to advance to the Medical Science Graduate Program directly after the completion of an Initial Two-Year Program (master's program) at a Graduate School of Nagoya University; or 2) you are a Government (MEXT)-sponsored scholar.

1. Payment of the registration fee: JPY 282,000

Deadline for payment of registration fee: July 18, 2017 by 16:00 (Japan Time)

For details, please refer to the guidelines for enrollment procedures to be sent with the admission offer letter and be sure to complete the registration fee payment no later than the deadline; the registration fee payment is required to secure your admission.

[Notes]

- (1) If the registration fee is revised by the time of enrollment, the new fee after revision will apply.
- (2) For details regarding the registration fee payment, please refer to the guidelines for enrollment procedures to be sent with the admission offer letter. The registration fee must be paid via PayPal (recommended) or Bank Transfer through the following website:
<http://admissions.g30.nagoya-u.ac.jp>
- (3) Registration fees will not be refunded once received by the University.
- (4) If the payment of the registration fee is not completed by the stipulated deadline, the applicant will be regarded as withdrawing from admission to the University. Please be particularly mindful of this point.

2. Other fees required for admission are as follows (subject to change):

Program	Tuition Fees	Premium for Personal Accident Insurance for Students' Education and Research
Medical Science Graduate Program	Per semester: JPY 267,900 (Per year: JPY 535,800)	JPY 3,370 (for 4 years)

[Notes]

- (1) If tuition fees are revised at the time of enrollment or during enrollment in the University, the new fee after revision will apply from the time of revision.
- (2) Tuition fees payment must be made after the semester begins.
- (3) Please refer to the guidelines for enrollment procedures for any other details.

3. Reminder to applicants who are expected to graduate from or complete a university program but have not yet graduated or completed at the time of application

Applicants who have not yet graduated from or completed their university program at the time of application must ensure that their certificates of graduation/completion and academic transcripts are sent from their school to the Nagoya University, by August 1, 2017.

Please note: if you are unable to submit these certificates by the above deadline, you must contact us in advance via the contact information indicated in "VIII. Contact"

VII. 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.
3. Personal information related to the applicant and entrance examination results will be used to improve future

selection procedures.

Furthermore, the personal details of applicants admitted to Nagoya University will also 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. All times and dates indicated in the Admission Requirements refer to Japan Standard Time (UTC+09).

VIII. Contact

If contacting us from abroad, please make inquiries by fax or e-mail.

For any questions concerning the admission requirements of the Medical Science Graduate Program, please contact us at:

Postgraduate Section, Student Affairs Division, Graduate School of Medicine, Nagoya University

65 Tsurumai-cho, Showa-ku, Nagoya, 466-8550, Japan

Tel: +81-52-744-2431

Fax: +81-52-744-2521

E-mail: med@adm.nagoya-u.ac.jp

Note: For inquiries regarding how to use the Online Admission System, please contact:

Nagoya University Institute of International Education & Exchange International Admissions Office

Tel: +81-52-747-6556

E-mail: apply@g30.nagoya-u.ac.jp