

Master's Programs  
Special selection for  
Japanese government international scholarship students

Environment and Information Sciences (EIS)

Yokohama National University

April 2023 Admission  
Second Call for Applications

Application Guidelines

<https://www.eis.ynu.ac.jp>

## Contact

Office of Academic Affairs, Environment and Information Sciences (EIS)  
[Second floor, EIS 1]

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Phone: 045-339-4425. 4426

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Office hours: 9:00 to 12:45 and 13:45 to 17:00

Contact list of faculty members in charge of master's programs offered in each department at EIS

Department	Educational program	Name	Email address
Artificial Environment	Safety, Environment and System Engineering	KOBAYASHI Takeshi	kobayashi-takeshi-bj[at sign]ynu.ac.jp
		SHIRAISHI Toshihiko	shiraishi-toshihiko-fd[at sign]ynu.ac.jp
	Environmental Science	FUJII Makiko	fujii-makiko-jd[at sign]ynu.ac.jp
	Social Environment	ENDO Akira	endo-akira-hx[at sign]ynu.ac.jp
Natural Environment	Ecology and Bioscience	KAGAMI Maiko	kagami-maiko-bd[at sign]ynu.ac.jp
	Earth and Biological Science	YAMAMOTO Shinji	yamamoto-shinji-sp[at sign]ynu.ac.jp
	Environmental Studies	OIKAWA Hiroki	oikawa-hiroki-nm[at sign]ynu.ac.jp
Information Environment	Informatics Information Studies	SHIRAKAWA Shinichi	shirakawa-shinichi-bg[at sign]ynu.ac.jp
	Mathematical Science	USHIKOSHI Erika	ushikoshi-erika-ng[at sign]ynu.ac.jp

\*Please manually insert the at sign (@) as instructed into each email address.

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# I Getting started

Each applicant is requested to carefully read the following guidelines before taking necessary steps with an accurate understanding of all relevant information.

## [Admission policy]

Master's programs at the Graduate School of Environment and Information Sciences (EIS) aim to produce professionals with highly specialized skills to build a safe and sound sustainable society. With their comprehensive understanding of environments and societies, graduates are expected to identify challenges and present solutions to make this happen by mobilizing their expertise in artificial, natural, or informational environments from interdisciplinary perspectives across the liberal arts and sciences. Thus, EIS welcomes candidates with the following attributes:

- Expertise and problem-solving skills to address an array of challenges in this century, which involves such tasks as achieving a sustainable circular economy in harmony with the natural environment, building a new system with blossoming information technologies, and harnessing innovation to make our society safer and more livable
- Expertise in fields such as material science, geoenvironmental science, information science, mathematical science, system engineering, safety engineering, and humanity and social science, combined with practical skills to play a part in a wide range of development projects involving the private and public sectors, non-profit organizations, and other stakeholders
- A panoramic perspective to make a tangible contribution to a project team of professionals with diverse backgrounds based on a clear understanding of expected roles of each member in the pursuit of the shared goal

## [Protection of personal information]

The performance of candidates in entrance examinations and the personal information included in their application documents may be used not only to screen successful applicants, but also to prepare welfare materials, as well as in studies and research conducted at YNU. Findings from any such studies or research are presented after duly precluding the identification of individuals. No personal information is used or shared for any other purposes.

## [Security Export Control]

YNU rigorously screens the admission of international students with respect to the export of goods, provision of technology, and exchange of personnel according to the YNU Regulations for Security Export Control pursuant to the Japanese Foreign Exchange and Foreign Trade Act. Restrictions may be imposed on research or educational opportunities may be denied if the intended activities are subject to any export control. Please bear such risks in mind and consult your intended academic advisor as necessary before filing an application. Note that each international student must submit a pledge to comply with the Japanese Foreign Exchange and Foreign Trade Act during the enrollment procedure.

For more details, visit the webpage of the Research Initiatives and Promotion Organization.

<https://www.ripo.ynu.ac.jp/researcher/start/security/>

## II Application guidelines

### 1. Admission quota

Department	Educational program	Admission quota
		Admission April 2023
Artificial Environment	Safety, Environment and System Engineering Program	A few openings
	Environmental Science Program	
	Social Environment Program	
Natural Environment	Ecology and Bioscience Program	A few openings
	Earth and Biological Science Program	
	Environmental Studies Program	
Information Environment	Informatics Program	A few openings
	Mathematical Science Program	
	Information Studies Program	

\* **Contact the academic advisor in charge of your intended studies to check on her or his availability before you file an application.**

In order to find out who could be your academic advisor, go to the EIS website and check the overview of education and research conducted in each program, or contact one of the assigned contact persons from respective departments.

### 2. Eligibility

Admission applications are accepted from international students on scholarship from the Japanese government (Ministry of Education, Culture, Sports, Science and Technology)<sup>[Note 1]</sup> who meet any of the following criteria:

- (1) The applicant has graduated from a university defined in Article 83 of the Japanese School Education Act or is expected to do so before the admission to EIS.
- (2) The applicant has completed 16 years of school education in a country other than Japan or is expected to do so before the admission to EIS.
- (3) The applicant, during one's stay in Japan, has taken necessary correspondence courses offered by a school in another country, and thereby completed 16 years of school education in that country, or is expected to do so before the admission to EIS.
- (4) The applicant has completed a program offered by a foreign educational institution specified by the Japanese Minister of Education, Culture, Sports, Science and Technology and recognized to offer university education programs under the school education system in that foreign country (provided that the completion is acknowledged as completion of 16 years of school education in that country).
- (4)-2 The applicant has earned a degree equivalent to a bachelor's degree from a foreign university or another school specified by the Japanese Minister of Education, Culture, Sports, Science and Technology and duly assessed by a person accredited by the government of that country or a relevant agency with respect to their overall operation, including educational and research activities, or recognized as something comparable, which is granted for the successful completion of a program with a minimum required period of three years (including the completion of correspondence courses offered by the school during one's stay in Japan and the completion of a program offered by an educational institution recognized by the school education system in that foreign country and specified in the previous item)<sup>[Note 3]</sup>.
- (5) The applicant will attain the age of 22 before the admission to EIS, whose academic skills are deemed

comparable or superior to other university graduates according to an individual eligibility review conducted by EIS<sup>[Notes 2 and 3]</sup>.

[Note 1] The applicants must already be on Research Student Scholarship from the Japanese government (MEXT) or has been chosen to be so prior to filing an application.

[Note 2] The applicant specified in (5) does not meet any other criteria and will attain the age of 22 before the admission to EIS, whose academic skills are deemed comparable or superior to other university graduates according to an individual eligibility review conducted by EIS.

\* Most applicants who meet the abovementioned requirement are international students on the Japanese government scholarship who graduated from a foreign university that does not require 16 years of school education for the graduation, and later has or will have engaged in research for a year or longer as a research student, research fellow, or the like at a Japanese or foreign university, inter-university research institute, or comparable research institute before the admission to EIS.

[Note 3] **Every applicant aspiring to clear the requirement specified in (4)-2 or (5) must first undergo an individual eligibility review.**

Please submit the following documents to the **Office of Academic Affairs at EIS between Tuesday, September 20 and Thursday, September 22, 2022 (drop-off hours: 9:00-12:45 and 13:45-16:00)**. Alternatively, deliver them by post **within the same period** by requesting **a registered mail service, recorded delivery, or a certificate of mailing**. On any Size-2 envelope for enclosing your application documents, affix the mailing label provided on the webpage of EIS that presents application guidelines. If your application is dispatched on **Wednesday, September 21, 2022**, deliver it by **express mail** in addition to requesting the **registered mail service, recorded delivery, or a certificate of mailing**.

- [1] Application for eligibility certificate (Form 5)
- [2] Statement of eligibility (Form 6)
- [3] Certificate of graduation or enrollment period from the most recent educational level
- [4] Transcript from the most recently completed educational level
- [5] Statement of research experience and achievements (free format)
- [6] A Size-L3 return envelope with an affixed 354-yen stamp that clearly indicates the applicant's name and address in Japan (including postal code).

Download the necessary forms from the following webpage of EIS that presents application guidelines. Print them single sided on white A4 paper:

[https://www.eis.ynu.ac.jp/category04/entrance\\_requirements\\_list.html](https://www.eis.ynu.ac.jp/category04/entrance_requirements_list.html)

On Friday, October 14, 2022, review results are mailed by post to applicants, enclosed in their return envelopes. From that day on, EIS can also inform them of the results in response to their inquiries on weekdays from 9:00 until 12:45 and from 13:45 until 17:00.

### 3. Application period

**Applications must be delivered to EIS between Friday, October 21 and Thursday, October 27, 2022 through a registered mail service, recorded delivery, a certificate of mailing, or another trackable postal mail service.**

Applications are accepted only by post. They cannot be filed in person. **Please download necessary forms provided on the webpage of EIS that presents application guidelines. Print them single sided on white A4 paper.** Cross out any mistakes on application documents with double strikethroughs and write the correct information instead in the margin. **Affix the mailing label provided on the same webpage on any Size-2 envelope** and send it by post to the Office of Academic Affairs at EIS. **As no applications are accepted past the deadline**, ensure timely submission while bearing in mind the speed of postal delivery. As an exception, EIS accepts applications delivered past the deadline but postmarked by **Wednesday, October 26, 2022**.

[Note] Some post offices do not provide postal services on Sundays and holidays. Check their business days in advance.

A different application procedure is taken with any international students on Japanese government scholarship who have not arrived in Japan after obtaining informal consent for admission to EIS based on endorsement from the embassies of Japan in their countries or from Yokohama National University. The procedure will be later notified to faculty members in charge of their intended programs.

#### 4. Application procedure

(1) Application documents

Any certificate written in a language other than Japanese or English must be accompanied by a Japanese or English translation.

Use a black or blue ballpoint pen for preparing any handwritten documents.

Application document	Important notes	Form
Application for admission and admission ticket for examinations	Prepare two identical 4 cm by 3 cm upper body shots in portrait orientation taken in the last 3 months without any headwear. Affix one each on both documents.	1
Certificate of (expected) graduation	1) Submit an original certificate of (expected) graduation prepared by the university where the applicant is or was enrolled. <b>No photocopies are accepted. If a copy of a diploma is used as a substitute, the original must be presented at the Office of Academic Affairs at EIS in advance.</b> 2) <b>Also submit an original certificate of degree or the like unless the certificate of graduation indicates the awarded degree or degree to be awarded. No photocopies are accepted.</b> <b>Any certificate written in a language other than Japanese or English must be accompanied by a Japanese or English translation.</b>	-
Transcript	To be prepared by the president or dean of the school where the applicant was or is enrolled. <b>No photocopies are accepted.</b> Any transcript written in a language other than Japanese or English must be accompanied by a Japanese or English translation.	-
<b>Japanese government (MEXT) scholarship certificate</b>	<b>Foreign applicants must enclose their certificates of scholarship from the Japanese government awarded for international students.</b> <b>No photocopies are accepted.</b>	-
One return envelope for admission ticket for examinations and other admission documents	Print your name and address (including postal code) in Japan on a Size-L3 return envelope. Submit it with a 354-yen stamp affixed respectively for express mail delivery.	-
One mailing label for mail delivery from YNU	Use the label form designated by YNU.	-
Intended research plan	Fill in the form provided by YNU to outline intended research goals and plan, as well as research conducted to date. Fit your text within the limit of 1,000 Japanese characters or 500 English words.	3
Residence card (or passport)*	Applicants residing in Japan should submit photocopies of both sides of their residence cards. * Other foreign applicants should submit photocopies of their passports.	-
Resume	Applicants should use the form designated by YNU unless they aspire to clear the requirement specified in (1) of eligibility criteria.	4
Other	Enclose any relevant letter of recommendation.	-

(2) Exception from submission

**Applicants whose eligibility to apply for admission were acknowledged by meeting the requirement specified in (4)-2 or (5) do not have to resubmit documents already submitted for their application for eligibility reviews.**

(3) As deemed necessary by YNU, some certificates of graduation (or completion) or transcripts must be examined for authentication by a certification body specified by YNU at the expense of applicants.

## 5. Screening method

Successful applicants are chosen based on oral examinations and review of application documents.

**Oral examinations are conducted to ask questions regarding their studies in their intended departments, research achievements, research plans, among others.**

**Oral examinations may be conducted online due to the coronavirus pandemic. EIS will notify a specific conduct and schedule of the examinations after applications are accepted.**

## 6. Schedule and venue of screening session

Thursday, November 17, Friday, November 18 or Saturday, November 19, 2022

(Screening sessions are conducted on any of the three days as specified by respective departments.)

**On Friday, November 4, 2022**, EIS will mail a notification of the definite schedule and venue to each applicant's address in Japan.

As an exception, the schedule and venue will be notified instead to faculty members who are in charge of programs intended by any international students on Japanese government scholarship who have not arrived in Japan after obtaining informal consent for admission to EIS based on endorsement from the embassies of Japan in their countries or from Yokohama National University.

## 7. Announcement of successful applicants

### **Around 10:00 on Wednesday, December 7, 2022**

Acceptance letters will be mailed to successful applicants. Their examination numbers will be announced also on the EIS website (<https://www.eis.ynu.ac.jp/category04/index.html>).

EIS does not respond to any telephone or other inquiries concerning screening results.

## 8. Enrollment procedure

- (1) The enrollment procedure for the admission will be notified along with the delivery of acceptance letters.
- (2) No payments are necessary to cover the enrollment fee and tuition.

**Still, any failure to complete due procedure by the enrollment deadline is deemed as conscious withdrawal from enrollment.**

- (3) Applicants who seek residency in student housing must take due application procedure in advance of the announcement of successful applicants. Check available housing on the website of Student Support Division, Student Affairs and International Strategy Department (<http://www.gakuseisupport.ynu.ac.jp/>) and take the necessary procedure by the deadline.

## 9. Important notes

- (1) On the day of your examination, always carry your examination ticket. Switch off your mobile phones and other devices and put them in your bag before entering your examination room.
- (2) The following actions are considered foul play. If there is foul play, the examination is immediately discontinued, and the applicant must leave the venue with no further examination permitted.
  - [1] Cheating or helping someone to cheat, such as by showing answers to other test takers.
  - [2] Using electronics such as mobile phones or earphones during the examination.
- (3) The following actions may be considered foul play. If recognized as foul play, item (2) described above applies.
  - [1] Not putting away electronics such as mobile phones or earphones during the examination, but wearing it or holding it in one's hands.
  - [2] Engaging in acts that can disturb other test takers at the examination venue, in the examination room, or the waiting room.
  - [3] Not following the instructions of proctors, etc., at the examination venue, in the examination room, or the waiting room.
  - [4] Engage in other actions that can compromise the fairness of the examinations.
- (4) Any changes to the arrangement of examinations will be announced to applicants through the EIS website.
- (5) After the application procedure, submitted documents may not be modified or returned to applicants.
- (6) Any incomplete or inadequate application documents are rejected.
- (7) Any false information in application documents, or foul play identified during the examination or any cheating during the examination may lead to disqualification or expulsion. Additionally, depending on the condition of the foul play, a damage report may be filed to the police.
- (8) Prior consultation request by applicants with disabilities or special needs



Applicants are requested to submit a letter prepared according to the following form to the Office of Academic Affairs at EIS prior to filing their application for admission if they need special considerations for their examinations and studies due to their physical or mental disabilities, or any other comparable challenges. Even after filing the application, the same letter should be submitted by applicants as soon as they find themselves suddenly in need of such considerations due to any accidents or injuries. Contact the office if you have trouble making a necessary decision based on the following examples.

[Major examples]

Classification	Degree of disabilities or challenges
Visual impairments	The applicant generally has visual acuity of less than 0.3 in both eyes or suffer another serious impairment, and is unable or struggles to recognize usual characters and figures even with a magnifying glass or other optical aid.
Hearing impairments	The applicant has a hearing threshold of 60 decibels or worse in both ears, and is unable or struggles to recognize normal speech even with a hearing aid or the like.
Orthopedical impairments	<ol style="list-style-type: none"> <li>1. The applicant is unable or struggle to walk, write, or perform other activities of daily living even with adaptive equipment.</li> <li>2. The orthopedical impairment of the applicant is not as severe as described above, yet requires constant medical observation or guidance.</li> </ol>
Poor health	<ol style="list-style-type: none"> <li>1. The applicant requires medical care or a regimen due to chronic respiratory disease, renal disease, neurological disease, malignant neoplasm, or another persisting disorder.</li> <li>2. The applicant requires a regimen due to persisting physical weakness.</li> </ol>
Developmental disabilities	The applicant needs a special consideration due to autism, Asperger's syndrome, pervasive developmental disorder, learning disorder, or attention deficit hyperactivity disorder.

*(Form for A4 paper in portrait orientation)*

*Date (in YYYY/MM/DD format)*

*Full name in katakana*  
*Full name*  
*Date of birth*  
*Address*  
*Phone number*

Att.: President, Yokohama National University

Prior to filing my application for admission to Yokohama National University, I hereby submit a consultation request to seek the following special consideration.

1. Intended graduate school, department, and program
2. Type and severity of disability or another challenge
3. Special consideration requested for taking examinations
4. Special consideration requested for conducting studies
5. Remarks

Attachments: *Attach your medical certificate (original or photocopy), a photocopy of your physical disability handbook, or any relevant reference materials.*