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# Admission for April 2024 Admission for October 2023

## Yamagata University

### Graduate School of Science and Engineering Doctoral Program Information for Applicants (Engineering)

### Graduate School of Organic Materials Science Information for Applicants

[General Admissions]  
[Working Adult Students]  
[International Students]

July 2023

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## Notice

In case changes are made to these guidelines due to the effects of COVID-19, announcements will be posted to the Yamagata University Graduate School of Science and Engineering, Graduate School of Organic Materials Science homepage under “Admission Guidance” and “Prospective Graduate Students”, therefore please check the homepage periodically.

Yamagata University Graduate School of Science and Engineering / Graduate School of Organic Materials Science  
homepage: <https://www.yz.yamagata-u.ac.jp>

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## Graduate School of Science and Engineering (Engineering) / Graduate School of Organic Materials Science Application Forms:

Application for Admittance / Personal History / Photograph Form / Examination Voucher  
Master's Thesis Summary (No. 1 / No. 2)  
Research Plan  
Certificate of Payment Attachment Form  
Research / Engineering Achievements Record (No. 1 / No. 2)  
Entrance Examination Permission Sheet  
Desired Admission Qualification Screening  
Entrance Examination Application Admission Qualification Certification Screening Record (Japanese only)  
Entrance Examination Application Admission Qualification Certification Screening Record (For International Students)  
Label Sheet

### Inquiries:

Admissions Office, Faculty of Engineering, Yamagata University  
4-3-16 Jonan, Yonezawa City, Yamagata Prefecture, 992-8510, Japan  
Tel:+81-238-26-301

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## **I Admission Policy**

### **Graduate School of Science and Engineering (Engineering)**

The Graduate School of Science and Engineering (Engineering) Master’s Program has 4 departments including Applied Chemistry, Chemical Engineering, and Biochemical Engineering; Informatics and Electronics; Mechanical Systems Engineering; and Architecture and Building Science, Design, and Management. The Doctoral Program consists of one major, Advanced Engineering, which is comprised of 4 departments (Applied Chemistry, Chemical Engineering, and Biochemical Engineering; Informatics and Electronics; Mechanical Systems Engineering; and Architecture and Building Science, Design, and Management).

The Master’s Program offers opportunities to learn in an advanced research environment. It is in pursuit of producing talented individuals equipped with broad perspectives about sophisticated and internationalized science and technologies, coupled with deeper academic knowledge and abilities in engineering. Furthermore, in response to the changes in society and industrial structures in the 21st century, the program aims to equip students with a variety of human skills to contribute to regional revitalization, fostering responsible researchers and innovators, and multicultural coexistence.

In light of advancing globalization, the Doctoral Program will implement education in a high-quality research environment, based on the policy of producing talented doctors (engineering) that have a deep level of fundamental academic knowledge and advanced research abilities in their fields of specialization. These doctors will acquire superior levels of specialization and the ability to work as independent researchers, while also being educators on the global stage.

Desired candidates of the Graduate School of Science and Engineering (Engineering) should have the attributes listed below:

- ◆ Desired Candidates
  - Basic knowledge of their field of specialization and the desire to deepen their learning
  - The desire to make use of the knowledge of their specialization, to use logical thinking to explore the natural sciences and to proactively perform research and solve issues
  - Proactive attitude and desire to contribute to society
  - The ability to think and act of their own accord
  - Ability to cooperate with others and a strong sense of ethics

#### **Doctoral Program**

##### **(Advanced Engineering)**

- ◆ Desired Candidates

Candidates for the Doctoral Program will be selected by oral exam and will have the following attributes:

  - Basic knowledge of their field of specialization and the desire to deepen their learning
  - The desire to make use of the knowledge of their specialization, to use logical thinking to explore the natural sciences, and to proactively perform research and development, and contribute to society
  - The ability to think and act of their own accord
  - Ability to cooperate with others and have a strong sense of ethics
  - A deep interest and applied skillset in both their field of specialization and a variety of other fields
  - The desire to become a scientist or technical expert with a global perspective that will perform work at an international level

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◆ Basic Policy for Selecting New Students

Candidates will be selected via the following methods in order to conduct a comprehensive and multi-faceted evaluation of candidates who possess the aforementioned attributes of desired candidates.

- (1) General Admissions: Comprehensive decision based on the results of an oral examination and a review of documents
- (2) Working Adult Students: Comprehensive decision based on the results of an oral examination and a review of documents
- (3) International Students: Comprehensive decision based on the results of an oral examination and a review of documents

## **Graduate School of Organic Materials Science**

The Graduate School of Organic Materials Science aims to meet the demands of students with a deep level of interest in this field by further developing their skills, producing individuals who can independently pioneer new research. Students will expand on their fundamental knowledge and go on to become technical experts, researchers, and educators with high-level problem-solving skills in their field of specialization. We also aim for these individuals to acquire a strong sense of ethics. The Graduate School of Organic Materials Science does not just aim for students to acquire and apply knowledge about organic materials science, instead, students are expected to use this knowledge as a basis for creating connections with other fields. This is with the aim of creating education and research into organic materials science that is of a much broader scope.

Desired candidates of the Graduate School of Organic Materials Science should have the attributes listed below:

### **Doctoral Program**

◆ Desired Candidates

Candidates for the Doctoral Program will be selected by oral examination and will have the following attributes:

- Individuals who utilize their knowledge of organic materials, who use logical thinking to explore the natural sciences, and who proactively perform research and development
- Individuals who want to contribute widely to society through regions and technologies related to the field of organic material systems
- Individuals who can think and act of their own accord while maintaining cooperation with society, who have a strong sense of ethics and compassion for others
- Individuals who can widely apply and are deeply interested even in fields other than their field of specialization
- Individuals who aim to become technical experts, researchers, or professors with a global perspective and who will perform work at an international level

◆ Basic Policy for Selecting New Students

Candidates will be selected via the following methods in order to conduct a comprehensive and multi-faceted evaluation of candidates who possess the aforementioned attributes of desired candidates.

- (1) General Admissions: Comprehensive decision based on the results of an oral examination and a review of documents
- (2) Working Adult Students: Comprehensive decision based on the results of an oral examination and a review of documents
- (3) International Students: Comprehensive decision based on the results of an oral examination and a review of documents

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## II Number of Students Accepted (Includes Working Adult and International Students)

### Graduate School of Science and Engineering (Engineering)

Department		Number of Students	Number of Applicants			
			Admission for April 2024			Admission for October 2023
			1 <sup>st</sup> Entrance Examination	2 <sup>nd</sup> Entrance Examination	Total	
<b>Advanced Engineering</b>	Applied Chemistry, Chemical Engineering, and Biochemical Engineering	16	16	A small number	16	A small number
	Informatics and Electronics					
	Mechanical Systems Engineering					
	Architecture and Building Science, Design, and Management					
Total		16	16	A small number	16	A small number

◎ Selections will be made by each respective department.

◎ For information on the Graduate School of Science and Engineering (Science) please see the Graduate School of Science and Engineering, Faculty of Science’s website (<https://www.sci.yamagata-u.ac.jp/examination/graduate>).

### Graduate School of Organic Materials Science

Department		Number of Students	Number of Applicants			
			Admission for April 2024			Admission for October 2023
			1 <sup>st</sup> Entrance Examination	2 <sup>nd</sup> Entrance Examination	Total	
Organic Materials Science		10	8	A small number	*8	A small number
Total		10	8	A small number	8	A small number

\* The number of students to be accepted is the total admission capacity minus the number of prospective students advancing in the Leading Program for Graduate School: Innovative Flex Course for Frontier Organic Materials System (QE admission). Please check the website for detailed information (<http://iflex.yz.yamagata-u.ac.jp>).

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**III Schedule****Graduate School of Science and Engineering (Engineering) and Graduate School of Organic Materials Science**

Category etc.		Date	
Admission for April 2024 [1 <sup>st</sup> Entrance Examination]/ Admission for October 2023	Desired Admission Qualification Screening Submission Period (Applicable persons only)	June 22, 2023 – June 26, 2023	
	Notification Date of Desired Admission Qualification (Applicable persons only)	July 4, 2023	
	General Admissions Working Adults Students International Students	Application Period	July 14, 2023 – July 19, 2023
		Day of Examination	August 17, 2023
		Notification of Results	August 31, 2023, 11:00 (Planned)
Admission for April 2024 [2 <sup>nd</sup> Entrance Examination]	Desired Admission Qualification Screening Submission Period (Applicable persons only)	December 7, 2023 – December 11, 2023	
	Notification Date of Desired Admission Qualification (Applicable persons only)	December 22, 2023	
	General Admissions Working Adults Students International Students	Application Period	January 17, 2024 – January 19, 2024
		Day of Examination	February 19, 2024
		Notification of Results	February 29, 2024, 13:00 (Planned)

**IV Admission for April 2024[First Entrance Examination]/Admission for October 2023/Admission for April 2024 [Second Entrance Examination]****Graduate School of Science and Engineering (Engineering)/Graduate School of Organic Materials Science****1 Application Eligibility**

Individuals for which any of the following applies or who will apply by March 2024 for April 2024 enrollment, or who will apply by September 2023 for October 2023 enrollment:

**(1) General Admissions**

- i. Have completed a master’s degree or professional degree.
- ii. Have completed a degree acquired overseas that is the equivalent of a master’s degree or professional degree.
- iii. Have completed a degree provided by an overseas educational institution that is the equivalent of a master’s degree or professional degree received via distance-learning while in Japan.
- iv. Have completed a master’s program or professional degree at a foreign educational institution located in Japan that has been accredited in the education system of the foreign country and certified separately by the Minister of Education, Culture, Sports, Science and Technology, and have thus been awarded a master’s degree or a degree equivalent to a professional degree.
- v. Have been awarded a master’s degree or a degree equivalent to a master’s degree from the United Nations University based on 1976’s Law No. 72, Article 1, Item 2 of the Act on Special Measures Concerning the Implementation of the Agreement Between the United Nations and Japanese Government which was decided on at The United Nations Meeting on December 11, 1972.
- vi. Have been awarded a master’s degree or recognized to have an equivalent or higher educational ability than that of a master’s degree holder from a foreign educational institution designated by Article 156, No.

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- 3 of the Enforcement Regulations for the School Education Law, or from The United Nations University. In addition, have passed an examination and inspection based on Article 16, No. 2 of the Standards for Establishment of Graduate Schools.
- vii. Individuals designated by the Minister of Education, Culture, Sports, Science and Technology (Ministry of Education Notification No. 118 of 1989) as meeting the following criteria:
- A) Have graduated from university and engaged in research at a university or research institution for more than two years, and the academic ability of the individual has been deemed to be equivalent or superior to that of a person who has been awarded a master’s degree or a professional degree based on the research results.
- B) Have completed 16 years of academic education overseas or have completed 16 years of distance-learning courses provided by an overseas educational institution in which all subjects meet the criteria set by the Ministry of Education, Culture, Sports, Science and Technology. Have engaged in research at a university or research institution for more than two years, and the academic ability of the individual has been deemed to be equivalent or superior to that of a person who has been awarded a master’s degree or a professional degree based on the research results.
- viii. Are at least 24 years old and after undergoing an individual admission qualification screening, have been recognized by the school to have an educational ability equivalent to or exceeding a master’s degree or professional degree.
- \* Individuals for which vii. applies are to take “Admission Qualification Screening 1”, those for which viii. applies are to take “Admission Qualification Screening 2”.**

**(2) Working Adult Students**

(This admission method applies to researchers, educators, and technical experts who work at research institutions, educational institutions, businesses etc.)

- i. Have completed a master’s degree or professional degree.
- ii. Have completed a degree acquired overseas that is the equivalent of a master’s degree or professional degree.
- iii. Have completed a degree provided by an overseas educational institution that is the equivalent of a master’s degree or professional degree received via distance-learning while in Japan.
- iv. Have completed a master’s program or professional degree at a foreign educational institution located in Japan that has been accredited in the education system of the foreign country and certified separately by the Minister of Education, Culture, Sports, Science and Technology, and have thus been awarded a master’s degree or a degree equivalent to a professional degree.
- v. Have been awarded a master’s degree or a degree equivalent to a master’s degree from United Nations University based on 1976’s Law No. 72, Article 1, Item 2 of the Act on Special Measures Concerning the Implementation of the Agreement Between the United Nations and Japanese Government which was decided on at The United Nations Meeting on December 11, 1972.
- vi. Have been awarded a master’s degree or recognized to have an equivalent or higher educational ability than that of a master’s degree holder from a foreign educational institution designated by Article 156, No. 3 of the Enforcement Regulations for the School Education Law, or from The United Nations University. In addition, have passed an examination and inspection based on Article 16, No. 2 of the Standards for Establishment of Graduate Schools.
- vii. Individuals designated by the Minister of Education, Culture, Sports, Science and Technology (Ministry of Education Notification No. 118 of 1989) as meeting the following criteria:
- A) Have graduated from university and engaged in research at a university or research institution for more than two years, and the academic ability of the individual has been deemed to be equivalent or superior to that of a person who has been awarded a master’s degree or a professional degree based on the research results.
- B) Have completed 16 years of academic education overseas or have completed 16 years of distance-learning courses provided by an overseas educational institution in which all subjects meet the criteria set by the Ministry of Education, Culture, Sports, Science and Technology. Have engaged in research at a university or research institution for more than two years, and the academic ability of the individual has been deemed to be equivalent or superior to that of a person who has been awarded a master’s degree or a professional degree based on the research results.
- viii. Are at least 24 years old and after undergoing an individual admission qualification screening, have been recognized by the school to have an educational ability equivalent to or exceeding a master’s degree or professional degree.



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**\* Individuals for which vii. applies are to take “Admission Qualification Screening 1”, those for which viii. applies are to take “Admission Qualification Screening 2”.**

**(3) International Students**

[Applies to individuals who are not Japanese nationals. However, does not apply to those who have graduated from or completed a course at a Japanese university or graduate school (master’s program)].

- i. Have completed a degree acquired overseas that is the equivalent of a master’s degree or professional degree.
- ii. Have completed a degree provided by an overseas educational institution that is the equivalent of a master’s degree or professional degree received via distance-learning while in Japan.
- iii. Have completed a master’s program or professional degree at a foreign educational institution located in Japan that has been accredited in the education system of the foreign country and certified separately by the Minister of Education, Culture, Sports, Science and Technology and have thus been awarded a master’s degree or a degree equivalent to a professional degree.
- iv. Have been awarded a master’s degree or a degree equivalent to a master’s degree from United Nations University based on 1976’s Law No. 72, Article 1, Item 2 of the Act on Special Measures Concerning the Implementation of the Agreement Between the United Nations and Japanese Government which was decided on at The United Nations Meeting on December 11, 1972.
- v. Have been awarded a master’s degree or recognized to have an equivalent or higher educational ability than that of a master’s degree holder from a foreign educational institution designated by Article 156, No. 3 of the Enforcement Regulations for the School Education Law, or from The United Nations University. In addition, have passed an examination and inspection based on Article 16, No. 2 of the Standards for Establishment of Graduate Schools.
- vi. Individuals designated by the Minister of Education, Culture, Sports, Science and Technology (Ministry of Education Notification No. 118 of 1989) as meeting the following criteria:
  - Have completed 16 years of academic education overseas or have completed 16 years of distance-learning courses provided by an overseas educational institution in which all subjects meet the criteria set by the Ministry of Education, Culture, Sports, Science and Technology. Have engaged in research at a university or research institution for more than two years, and the academic ability of the individual has been deemed to be equivalent or superior to that of a person who has been awarded a master’s degree or a professional degree based on the research results.
- vii. Are at least 24 years old and after undergoing an individual admission qualification screening, have been recognized by the school to have an educational ability equivalent to or exceeding a master’s degree or professional degree.

**\* Individuals for which vi. applies are to take “Admission Qualification Screening 1”, those for which vii. applies are to take “Admission Qualification Screening 2”.**

**2 Admission Qualification Screening 1 ▪ 2 (Applicable persons only)**

Admission qualification screenings are to be undertaken by: (1) General admission candidates for which vii. or viii. applies, (2) Working Adult students for which vii. or viii. applies, and (3) International students for which vi. or vii. applies.

(1) The admission qualification screenings are as follows:

**i. Admission Qualification Screening 1:**

Considers whether the candidate’s research results (literary works, scientific papers, scientific lectures, scientific reports, patent’s etc.) have a value that is equivalent to or greater than a master’s thesis. Those who pass the screening shall be deemed eligible for admission.

**ii. Admission Qualification Screening 2:**

Considers whether the candidate has equivalent or higher academic ability compared to an individual in possession of an academic degree or professional degree. Those who pass the screening shall be deemed eligible for admission.

(2) The documents and materials required for Admission Qualification Screening 1 or 2 are as follows:

- i. Desired Admission Qualification Screening (attached to this document)
- ii. Transcript of results from the last school you graduated from (to be both produced by the school and provided in an envelope sealed by the school)
- iii. Graduation certificate from the last school you graduated from

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- (Note) Please attach a Japanese or English translation, if the above are in a language other than these.
- iv. Entrance Examination Admission Qualification Certification Screening Record (attached to this document)
  - v. Research/Engineering Achievements Record (fill in the form attached to this document with details of your occupation, literary works, scientific papers, scientific lectures, scientific reports, patents, utility models etc. or anything else which proves your research activities in relation to society.)
  - vi. A return envelope (commercially available long-style No. 3 - 23.5 cm×12 cm) with your postal code, address and name written, and with an ¥84 stamp applied.

Examination Classification	Admission Qualification Screening Submission Period	Screening Result Notification Date
Admission for April 2024 [1 <sup>st</sup> Entrance Examination]/Admission for October 2023	June 22, 2023 – June 26, 2023	July 4, 2023
Admission for April 2024 [2 <sup>nd</sup> Entrance Examination]	December 7, 2023 – December 11, 2023	December 22, 2023

Please bring or post (**must arrive by the deadline**) the required documents above to the Admissions Office, Faculty of Engineering, Yamagata University (4-3-16 Jonan, Yonezawa City, Yamagata Prefecture, 992-8510, Japan)

**The reception is open from 9:00 to 16:30** (not open Saturdays/Sundays)

- (3) A “Notification of Admission Qualification Certification Resulting from an Entry Examination” issued previously by the school can be used in place of the above qualification screening.

If you plan to do this, please attach a copy of the notification to your application documents.

### 3 ~~Prior~~ Advance Consultations for Applicants Who Wish for Special Consideration Regarding Examinations or Studies

Candidates who wish for special consideration to be made regarding their examination or studies due to illness, injury, or disability should consult with the Admissions Office, Faculty of Engineering, Yamagata University (Tel:+81-238-26-3013) **2 to 3 weeks prior to** submitting their application for admittance.

Depending on the content of the consultation, prior preparations may be required, so **please consult with us as early as possible**.

### 4 Application Period

#### (1) Application Period

Examination Classification	Application Period
Admission for April 2024 [1 <sup>st</sup> Entrance Examination]/Admission for October 2023	July 14, 2023 – July 19, 2023
Admission for April 2024 [2 <sup>nd</sup> Entrance Examination]	January 17, 2024 – January 19, 2024

Note:

1. The reception is open from 9:00 to 16:30 (not open Saturdays / Sundays / July 17, 2023)
2. Applications will not be accepted past the deadline, so if posting your application please ensure you allow enough time for it to arrive (**the deadline also applies for posted applications**).
3. If posting your application, please send it as registered mail. The envelope should be labeled “Graduate School of Science and Engineering Doctoral Program (Engineering/Admissions for April) Contains Application” or “Graduate School of Organic Materials Science Doctoral Program (Admissions for April) Contains Application”. These labels should be written in red.

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**(2) Place of Submission for Application:**

Admissions Office, Faculty of Engineering, Yamagata University  
4-3-16 Jonan, Yonezawa City, Yamagata Prefecture, 992-8510, Japan  
Tel:+81-238-26-3013

Prior to submitting their application, applicants should consult with their desired main supervising instructor regarding the content of the research for which they wish to be supervised.

**5 Application Procedures****(1) Application Documents etc.**

◎The following applies for entrance examinations for general admissions, working adult students, and international students.

Candidates are to submit all the application documents below together, to the aforementioned “Place of Submission for Application” by the specified deadline, either by mail (registered), or in person.

Application Documents	Precautions for Document Preparation
Application for Admittance Personal History Photograph Form Examination Voucher	<ul style="list-style-type: none"> <li>○ Fill in all necessary areas on the forms attached to this document.</li> <li>○ In the area indicated on the Photograph Form, please attach a photograph (4cm×3cm) of your upper body taken in the past 3 months, ensure your head is uncovered and that you are facing forward.</li> <li>○ When writing the names of desired supervising instructors please see the Yamagata University Faculty of Engineering / Graduate School of Science and Engineering / Graduate School of Organic Materials Science website (<a href="https://www.yz.yamagata-u.ac.jp">https://www.yz.yamagata-u.ac.jp</a>). More details can be found in the “Teaching Staff for the Doctoral Program (博士後期課程担当教員一覧)” under the “Prospective Students (大学院受験生の方)” menu. Please see page 15 for more details.</li> </ul>
* Completion (planned) Certificate	<ul style="list-style-type: none"> <li>○ Created by either the dean of the school or by the president of the university you graduated from. (Please attach a Japanese or English translation if the above is in a language other than these.)</li> </ul>
* Graduate School Transcript of Results	<ul style="list-style-type: none"> <li>○ Created by either the dean of the school or by the president of the university you graduated from. It needs to be provided in a sealed envelope. (Please attach a Japanese or English translation if the above is in a language other than these.) However, if you are from the graduate school of Yamagata University, you do not need to submit the documents in a sealed envelope.</li> </ul>
* Master’s Thesis Summary	<ul style="list-style-type: none"> <li>○ Fill in the form attached to this document. It must be 2,000 characters or less (600 words or less for English). Please attach a copy of any other related theses, scientific lectures, or patents etc. This may also be in English.</li> </ul>
Research Plan	<ul style="list-style-type: none"> <li>○ Use the attached form on this document to write about the theme or field of the research you wish to perform along with its goals and layout, as well as your reasons for applying to this school in 1,000 characters or less (300 words or less for English). You may also discuss this with your desired supervising instructor.</li> </ul>
Certificate of payment (To be attached to the “Certificate of Payment Attachment Form” and submitted)	<ul style="list-style-type: none"> <li>○ <b>Examination Fee: ¥30,000</b> However, individuals who plan to complete a master’s program at Yamagata University, doctoral program or a professional degree program as of March 2024 for April 2024 enrollment, or September 2023 for October 2023 enrollment, or who will receive a government sponsored scholarship for foreigners, do not have to pay this examination fee. Please submit a copy of documentation that can be used to confirm that you are the recipient of a Scholarship for International Students.</li> <li>1. Payment Period Admission for April 2024 [First Entrance Examination]/Admission for October 2023: July 7, 2023 – July 19, 2023  Admission for April 2024 [Second Entrance Examination]: January 10, 2024 – January 19, 2024</li> <li>2. Method of Payment Make the payment using a credit card or a convenience store’s multimedia terminal. For more information, see “(2) Payment of Test Fee” on page 10 of this manual and</li> </ul>

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<p>Certificate of payment (To be attached to the “Certificate of Payment Attachment Form” and submitted)</p>	<p>“Entrance Test Fee Payment Method” attached to the end of this manual. Both methods require payment of a separate commission fee. The commission fee will be borne by the applicant.</p> <p>3. After completing the payment, cut off the “Certificate of payment” section from the printed payment sheet (or bring the “receipt” if you made the payment at FamilyMart), and <u>attach it to the “Certificate of Payment Attachment Form”</u>. Submit it along with the <u>other documents necessary for application</u>.</p> <p>4. Examination fees will not be refunded except for the reasons listed below:          (1) If the examination fees were paid but you did not apply (including if you did not submit the application documents etc. or if the application was not received.)          (2) If you mistakenly paid twice          (3) If, after applying, your government sponsored scholarship for foreigners is extended and you will enter our school</p> <p>5. Refund Procedures          If you wish to apply for a refund, please download the “Examination Fee Refund Application Document” from the URL below, fill in all necessary details, and submit it to the department below by March 29, 2024. The fee will be refunded after the details have been confirmed.  <a href="https://www.yamagata-u.ac.jp/jp/entrance/faq/return/">https://www.yamagata-u.ac.jp/jp/entrance/faq/return/</a></p> <p>○ Refund Requests: Admissions Office, Faculty of Engineering, Yamagata University, Tel:+81-238-26-3013</p>
<p>*Research/Engineering Achievements Record</p>	<p>○ <b>Working adult students are to submit this (those who have already submitted this as part of the Admission Qualification Screening for the academic year for which they are applying do not need to resubmit this).</b></p> <p>○ Please fill in the form attached to this document with details of your occupation, literary works, scientific papers, scientific lectures, scientific reports, patents, utility models etc. or anything else which shows your research activities in relation to society.</p>
<p>Entrance Examination Permission Sheet</p>	<p>○ <b>For submission by working adult students</b></p> <p>○ The form attached to this document is to be filled in by your superior or equivalent at your place of work and submitted.</p>
<p>Examination Voucher etc. Envelope</p>	<p>○ A return envelope (commercially available long-style No. 3 - 23.5 cm × 12 cm) with your postal code, address and name written, and with an ¥84 stamp applied. However, you are not required to submit a return envelope if you are sending your application from <u>outside</u> of Japan via post. In such cases, we will send the examination voucher as a PDF file to the e-mail address written on your Application for Admittance. <u>Please send a reply to said email confirming you have received the examination voucher</u>          Also, please ensure you print out the examination voucher.</p>
<p>Label Sheet</p>	<p>Fill out the form attached to this document with an address where you will definitely be able to receive your notification of results.</p>
<p>Documents verifying your nationality and status of residence</p>	<p>Foreign residents of Japan who have registered as residents are to submit a copy of their residence card (both sides) or a certificate of residence issued by the municipality where you registered your residence. If you have not registered your residence, submit a copy of one of the following: (a) your passport; (b) abstract of family register or proof of citizenship in your home country; (c) certificate of citizenship.</p>
<p>Written Reason for Requesting to Take the Examination Online (Only available for working adult students and international students who wish to do so)</p>	<p>Should they wish to do so, working adult students and international students can take the examination online using a video teleconference system. The details can be read on page 11 of this document, in Chapter 6 Application Selection Methods, article (4) Taking the Examination Online (for working adult students and international students only). Should you wish to take the examination online, please submit a request.</p>

Note: Applicants who have undergone Admission Qualification Screening 1 or 2 and have had their qualifications verified, do not need to submit the documents marked with a “\*”. Please submit the “Notification of Admission Qualification Certification Resulting from an Entry Examination” instead.

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(2) Payment of Test Fee

If you are applying from Japan, pay using a credit card or a convenience store’s multimedia terminal. If you are applying from outside of Japan, pay by credit card.

Whether you are paying using a credit card or a multimedia terminal, a separate commission fee applies.

The commission fee will be borne by the applicant.

After you have paid the test fee, you must attach the “Certificate of Payment” (or receipt if you made the payment at FamilyMart) to the “Certificate of Payment Attachment Form” and submit it (in person or by mail [registered express delivery]) so that it is delivered to the University by the application deadline.

[Credit Card Payment]

Access the online payment e-apply “Learning and Education” Application Service  
(<https://e-apply.jp/n/yamagata-gs-c>)



Select and read “Introduction” Then press the “Apply” button.



Select and input personal information, etc. (e.g., Graduate School and department to which you seek admission; full name; address).



Pay by credit card (Visa, Mastercard, JCB, American Express, MUFG Card, DC Card, UFJ Card, NICOS Card).



Print out the “Certificate of Payment” and cut along the dotted line.



Attach the “Certificate of Payment” to the “Certificate of Payment Attachment Form,” and submit it along with other documents to be submitted for application. Submission should be in person or by mail (registered express delivery) to the faculty to which you are applying.

[Payment from a convenience store’s multimedia terminal] ※ Limited to those applying from Japan

From the screen of the multimedia terminal at a convenience store (7-Eleven, Lawson, Ministop, FamilyMart), select “Payment of Entrance Test Fee, etc.” or “Payment for University, Junior College, Vocational School, Elementary/Junior/Senior High School, etc.” (The steps differ depending on the convenience store. Please see the “Entrance Test Fee Payment Method” attached to the end of this manual.



Select the University, faculty/department, etc. to which you seek admission, and input personal information, etc.



Bring the payment slip generated by the terminal to the convenience store’s cash register and pay the test fee.



Receive the “Certificate of Payment” section (the receipt if you made the payment at FamilyMart) and cut along the dotted line.



Attach the “Certificate of Payment” to the “Certificate of Payment Attachment Form,” and submit it along with other documents to be submitted for application. Submission should be in person or by mail (registered express delivery) to the faculty to which you are applying.

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[Contact Details for Test Fee Payment]

Administrated by: DISCO Inc.

“Learning and Education” Application Service Support Center

0120-202079 (24 hours; toll free in Japan only)

(3) Precautions when Applying

- i. The Application for Admittance documents should be downloaded from the Yamagata University Faculty of Engineering/Graduate School of Science and Engineering/Graduate School of Organic Materials Science website (<https://www.yz.yamagata-u.ac.jp/admission/graduateschool/guidelines>) and printed single-sided on white A4 paper (vertically) before being filled out for submission.
- ii. Any deficiencies in the information provided will lead to your application being rejected.
- iii. The application documents provided may be filled out directly using a word processor etc.

**6 Applicant Selection Methods**

(1) The selection of applicants shall be based on the overall results of each entrance examination, oral examination, and screening of documents.

(2) Date/Time for Oral Examination

Examination Classification	Date/Time for Oral Examination
Admission for April 2024 [1 <sup>st</sup> Entrance Examination] /Admission for October 2023	August 17, 2023 from 9:00
Admission for April 2024 [2 <sup>nd</sup> Entrance Examination]	February 19, 2024 from 9:00

(3) Content of Oral Examination

- i. General Admissions  
Content will be based around the content of your master’s thesis, classes/subjects related to your desired field of research, content of your research plan etc.
- ii. Working Adult Students  
Content will be based around the content of your master’s thesis, research/engineering achievements record, content of your research plan etc.
- iii. International Students  
Content will be based around the content of your master’s thesis, classes/subjects related to your desired field of research, content of your research plan etc.

**\*1 The oral examination covering the above information shall run for approximately 30 minutes per person and shall be followed by a question-and-answer session. This shall not apply to Working Adult Student applicants who have applied for the Early Completion System(\*2).**

**You may make use of a projector etc. in the examination.**

**Please contact the major you will apply to for more details.**

**\*2 If you wish to apply for the Early Completion System, please confirm Article 13 on page 14 Early Completion System of these guidelines and complete the separate necessary procedures.**

(4) Taking the Examination Online (for working adult students and international students only)

If the following applies to you, it is possible for you to take the examination online using a video teleconference system:

1. You are a working adult student who cannot come to Yamagata University to take the examination in person due to work-related reasons.
2. You are an international student who, upon consulting and obtaining the understanding of your desired instructor in advance, has have submitted your documents together with the following documentation:
  - Written Reason for Requesting to Take the Examination Online (no predetermined format)Consultations with desired instructors must be completed by one month prior to applications. (It may not be possible to respond to requests for consultations after that time.)

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## 7 Examination Site

Faculty of Engineering, Yamagata University Examination Site  
4-3-16 Jonan, Yonezawa City

## 8 Required Knowledge for Examinees

- (1) Examination Voucher
  - i. Please ensure you bring your examination voucher on the day of the examination. **It must be shown when you enter the examination area.**
  - ii. Please ensure you are always in possession of your examination voucher and follow any instructions given by staff members.
  - iii. If you have forgotten your examination voucher on the day of the examination, please speak to the staff at the examination site and perform the necessary procedures to receive a temporary copy.
  - iv. If you lose your examination voucher, please immediately contact the individual in charge of entrance examinations at Yamagata University’s Faculty of Engineering.
  - v. **The examination voucher will be required as part of admission procedures.** Please ensure you maintain a copy of it until you receive your results.
- (2) Poor weather etc. may cause transport delays. Please confirm the weather and any effects it may be having on transport. Each applicant is responsible for taking suitable measures to be at the examination site on time by, for example, **arriving at Yonezawa City the day prior to the examination.**
- (3) **Please ensure you arrive at the examination site 30 minutes prior to the start of the examination.**
- (4) If you arrive late, please speak to the staff at the examination site.
- (5) **If you arrive at the examination site more than 20 minutes late, you will not be allowed into the examination room.**
- (6) If a transport accident/disaster occurs on the day of the examination, the examination start time may be changed.
- (7) Please turn off all alarms on **cellphones, smartphones, wearable devices etc.**, and switch them off before you enter the examination room. Any devices that have not been placed in your bag and that are discovered on or around you during the examination will be seen as misconduct.
- (8) Wristwatch alarms may not be used during the examination.
- (9) Examinees whose examinations will go from morning through to the afternoon are advised to bring a packed lunch.
- (10) Examinees may not come by car or motorcycle on the day of the examination.
- (11) Only examinees are allowed into the examination building on the day of the examination.
- (12) The university cannot organize accommodation for examinees.
- (13) On the day of the examination, you may be approached by individuals around the examination site or nearby stations etc. that offer to send you e-mails alerting you of your pass/fail status. Please be aware that these individuals are not university personnel, and the university cannot take any responsibility for issues that may arise if you use their services.

You may also be approached by individuals saying they are performing surveys who ask for your address and telephone number. These individuals are also unrelated to the university and may attempt to misuse your personal information. Please be cautious when dealing with them.

## 9 Notification of Results

Examination Classification	Time/Date of Examination Result Notification
Admission for April 2024 [1 <sup>st</sup> Entrance Examination]/Admission for October 2023	August 31, 2023 11:00 (Planned)
Admission for April 2024 [2 <sup>nd</sup> Entrance Examination]	February 29, 2024 13:00 (Planned)

The examination registration numbers of those who have passed the examination will be posted on the notice board at Yamagata University's Faculty of Engineering.

They will also be posted on the websites of Yamagata University Faculty of Engineering / Graduate School of Science and Engineering / Graduate School of Organic Materials Science (<https://www.yz.yamagata-u.ac.jp>).

Those who have passed the examination will also be sent a written notification of their results on the day the results are made available.

We cannot provide notification of results over the telephone.

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## 10 Enrollment Procedures

Those who have passed the examination must perform the following enrollment procedures.

### (1) Dates for Enrollment Procedures

Examination Classification	Dates for Enrollment Procedures
Admission for April 2024 [1 <sup>st</sup> Entrance Examination]/Admission for October 2023	September 11, 2023 – September 14, 2023
Admission for April 2024 [2 <sup>nd</sup> Entrance Examination]	March 7, 2024 – March 13, 2024

The reception is open from 9:00 to 16:30 (not open Saturdays/Sundays/March 12)

### (2) Location for Enrollment Procedures:

Admissions Office, Faculty of Engineering, Yamagata University  
4-3-16 Jonan, Yonezawa City, Yamagata Prefecture, 992-8510, Japan  
Tel:+81-238-26-3013

### (3) Items Required for Enrollment Procedures:

- i. Enrollment Fee: ¥282,000  
Please pay the enrollment fee when you perform the other enrollment procedures.  
However, individuals who plan to complete a master’s program at Yamagata University, a doctoral program or a professional degree program as of March 2024 for April 2024 enrollment, or September 2023 for October 2023 enrollment and will go on to study in this program, do not need to pay this fee.
- ii. Enrollment Documents Required by the Graduate School of Science and Engineering/Graduate School of Organic Materials Science, Yamagata University  
Details will be provided when the written notification of results is sent.

## 11 Tuition Fees

Tuition fees are to be paid after you have enrolled.

- Tuition Fees: ¥535,800 per year (estimated)
  - (1) Tuition fees have not yet been determined, so this is only an estimate figure.
  - (2) If tuition fees are adjusted during your time at the school, the fees shall apply from the point they are adjusted onwards.
  - (3) Information on paying the fees shall be provided to you when the written notification of results is sent.

## 12 Special Measures Regarding Teaching Methods Defined in Article 14 of the Standards for Establishment of Graduate Schools

As science and technology has progressed in recent years, there has been increasing demand for further post-graduate education from technical experts, educators and researchers. The typical style of post-graduate education, however, would require working adults to leave their jobs, which reduces the opportunities they have to participate in this education. For this reason, there are provisions in Article 14 of the Standards for Establishment of Graduate Schools stating that “If it is recognized that there are particular educational reasons to provide classes or research guidance in the evenings or at other times, suitable methods may be used to provide this.”

In order to accept working technical experts, educators and researchers who wish to undertake graduate school education, the graduate school provides special measures that conform with these standards.

These special measures are as follows:

- (1) As well as typical class times of 8:50 to 16:10, evening classes etc. are also provided (16:20 - 21:10).
- (2) It’s also possible to take classes etc. on weekends.
- (3) If required, it’s also possible to take classes etc. during summer and winter vacations.
- (4) Students who wish to undertake classes during non-regular hours must submit a Special Arrangement Application Form at the beginning of the school year and obtain approval from their supervising instructor and subject lecturer.



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### 13 Early Completion System

This is a system in which working adults who have a certain amount of research experience and ability can complete our doctoral program, for which the typical period of study is three years, in a minimum of one year to obtain their doctoral degree. In order for the system to apply, it will be necessary to submit the required documentation, such as the Early Completion System Application Form, within the Admission Qualification Screening Submission Period for Working Adult Students, and to receive the permission of the president of the university after the Applicability Examination.

If you wish for the system to be applied, please contact the party responsible below at as early a stage as possible, request the “Doctoral Program / Early Completion System Application Guidelines for Working Adults,” and submit this after confirming the major for which the system will apply and your desired supervisor, and obtaining the approval of the supervisor.

(1) Eligibility:

Students with a certain amount of research experience and ability.

(2) Early Completion System Applicability Examination:

This will be conducted on the same day as the Doctoral Program Working Adult Students Entrance Examination.

(3) Inquiries regarding applying for Applicability Examination, etc.:

Education Support Section, Faculty of Engineering, Yamagata University  
4-3-16 Jonan, Yonezawa City, Yamagata Prefecture, 992-8510, Japan  
Tel:+81-238-26-3015

### 14 System for Extending the Period of Student Registration

Certain individuals may find it difficult to complete their doctoral course within the typical 3-year period due to work or other commitments. This system allows for students to exceed this 3-year limit. Students who wish to extend their period of registration must contact the Education Support Section at the Faculty of Engineering (contact details below) in advance.

(1) Eligibility:

Students with work or other commitments that cannot be avoided.

(2) Period of Extension:

The typical period of study (3 years) can be extended by up to another 3 years.

If you are unable to complete the course within 6 years, you may be un-enrolled from the university.

(3) Please contact the following department for more details:

Education Support Section, Faculty of Engineering, Yamagata University  
4-3-16 Jonan, Yonezawa City, Yamagata Prefecture, 992-8510, Japan  
Tel:+81-238-26-3015

Those who wish for an extension may apply during enrollment.

However, you may also apply any time prior to the start of your planned final year of study.

(4) Tuition Fees

i. Yearly tuition fees for extensions shall be calculated as follows:

Yearly Tuition Fee × Typical Period of Study (3 Years) ÷ Permitted Period of Extension

Ex. If your period of study was extended by the maximum amount to 6 years, your yearly tuition (2023 amount) would be as follows:

$¥535,800 \times 3 \text{ Years} \div 6 \text{ Years} = ¥267,900 \text{ (per-year)}$

ii. Tuition fees will be determined when the results of your application for extension are provided.

iii. If tuition fees are adjusted during your time at the school, the fees shall apply from the point they are adjusted onwards. We will provide notification if this occurs.

### 15 Additional Information

(1) Personal information received from you when undertaking the entrance examination will be used for the following purposes, and will not be disclosed to, provided to, or stored by any third party.

- i. For the purposes of selecting applicants
- ii. For procedures related to enrollment
- iii. For statistical purposes related to the entrance examination
- iv. For procedural reasons during your time at the university
- v. For other reasons as required by the university

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- (2) If any discrepancies are discovered in the documents you have submitted to the university, your enrollment may be canceled even after you have been admitted.
- (3) Regarding Security Trade Controls  
Yamagata University stipulates the Security Trade Control Guidelines for Yamagata University based on the Foreign Exchange and Foreign Trade Act, etc., and manages the technology provided and goods exported from the university. In order to manage these exports, we may ask you to submit a declaration relating to the applicability of circumstances (designated types) that are strongly influenced by foreign governments and corporations.  
If the regulations apply, the university may need to apply for a permit from the Ministry of Economy, Trade and Industry (METI), and as a result, technology provisions may not be implemented swiftly. Furthermore, if the application to METI is denied from the stance of maintaining international peace and security, the university may not be able to provide the technology in question as a result.

## **V Overview of Graduate School**

### **Graduate School of Science and Engineering (Engineering)**

(1) Organizational Structure of the School

The Graduate School of Science and Engineering consists of a two-year Master’s Program and a three-year Doctoral Program that follows on from it.

Doctoral Program-majors are as follows:

Graduate School of Science and Engineering Doctoral Program (Engineering)	Advanced Engineering	Applied Chemistry, Chemical Engineering, and Biochemical Engineering
		Informatics and Electronics
		Mechanical Systems Engineering
		Architecture and Building Science, Design, and Management

(2) List of Professors for Each Major

Please see the Yamagata University Faculty of Engineering / Graduate School of Science and Engineering / Graduate School of Organic Materials Science website (<https://www.yz.yamagata-u.ac.jp>).

- Professors in charge of Doctoral Program  
<https://www.yz.yamagata-u.ac.jp/ex-graduate>  
Please choose a professor from those listed and write their name in the desired supervising instructor field.

### **Graduate School of Organic Materials Science**

(1) Organizational Structure of the School

The Graduate School of Organic Materials Science consists of a two-year Master’s Program and a three-year Doctoral Program that follows on from it.

The Doctoral Program's major is as follows:

Graduate School of Organic Materials Science Doctoral Program	Organic Materials Science
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(2) List of Professors

Please see the Yamagata University Faculty of Engineering / Graduate School of Science and Engineering / Graduate School of Organic Materials Science website (<https://www.yz.yamagata-u.ac.jp>).

- Professors in charge of Doctoral Program  
<https://www.yz.yamagata-u.ac.jp/ex-graduate>  
Please choose a professor from those listed and write their name in the desired supervising instructor field.