

Overseas Students Application Guide
Management of Technology Major
Master's Program
Graduate School of
Science and Engineering
(Engineering)

Yamagata University

【October Admission, 2010】

May, 2010

Graduate School of Science and Engineering

Yamagata University
Schedules of Entrance Examination
for Overseas Students
(October Admission, 2010)
Management of Technology Major

Graduate School of Science and Engineering
Yamagata University
Master's Program
(Engineering)

Application Period (Payment of Application Fee)
Tuesday, June 8 to Monday, June 14, 2010



Announcement of First Selection (Documentary Selection)
Friday, June 18, 2010



Second Selection (Interview)
Wednesday, June 28 to Saturday, July 10, 2010



Announcement of Successful Applicants of the Second Selection (Final)
Thursday, July 15

Contents

1	Category of Admission	3
2	Admission Capacity (For Overseas Students) ...	3
3	Eligibility of Applicants	3
4	Preliminary Screening for Application	4
5	Application Period	5
6	Application Procedures	5
7	Selection Procedure	8
8	Announcement of Successful Applicants.....	8
9	Admission Procedure	9
10	Tuition	9
11	How to Obtain the Admission Guide and Related Materials	9
12	Extended Study Program	10
13	Scholarships	10
14	Overview of Management of Technology Major ...	10

【Inquiry】

Admission Office, Faculty of Engineering

Yamagata University

4-3-16, Jonan, Yonezawa, Yamagata

992-8510 JAPAN

Phone: +81-238-26-3013 (Direct)

Overseas Students Application Guide
Management of Technology Major
Master's Program
Graduate School of Science and Engineering
(Engineering)
Yamagata University
October Admission, 2010

1. Category of Admission

This guide shows the schedules and procedures of Master's Program of October Admission in 2010, majoring Management of Technology, Graduate School of Science and Engineering, Yamagata University.

2. Admission Capacity (Overseas Student Selection)

Major	Accepted Numbers
Management of Technology	Limited Number

Notes: • Students accepted are limited as overseas students' selection.
• The lectures in the School are given mainly in Japanese.

3. Eligibility of Applicants

Overseas students are defined as applicants whose nationality is other than Japanese and they should fall into either (1) or (2) below. And those who have no nationality and graduated from the university in Japan (including those who are expected to graduate by September, 2010) will not be considered as overseas applicants.

- (1) Those who fall into the GPA standard below, or those who are recommended by the representative of the enterprise applicants belong to and they must fall into one of the categories ①, ② and ③ below.
- ① Have completed or be expected to complete by September, 2010, 16 years of schooling in a foreign country.
 - ② Have studied a correspondence course of a foreign school in Japan and completed 16 years school education of their countries or are expected to complete it by September, 2010.
 - ③ Have completed the course in Japan that is designated by the Minister of Education, Culture, Sports, Science of Technology of Japan as the course of university in foreign countries or those who are expected to complete it by September, 2010.
- (2) Those who obtain the recommendation of the representatives of the enterprise they belong to, and those who are recognized by the Graduate School as having scholastic aptitude equal to that of a university graduate through an individual inspection on the admission qualification.

【 GPA Standard 】

As for the standard of school records, the coefficient of them should be over 2.1 for the latest two years. The calculation for it depends on the following.

< Table of calculating the coefficient >

Section of Evaluation	Evaluation of Records				
		Excellent(優)	Fair(良)	Good(可)	Fail(不可)
4 Stages		A	B	C	F
4 Stages		100~80	79~70	69~60	59~
5 Stages	S	A	B	C	F
5 Stages	A	B	C	D	F
5 Stages	100~90	89~80	79~70	69~60	59~
Evaluation point	3	3	2	1	0

(Calculation)

$$GPA = \frac{\{(C.E.P.* 3)\times 3\} + \{(C.E.P.2)\times 2\} + \{(C.E.P.1)\times 1\} + \{(C.E.P.0)\times 0\}}{\text{Total registered credits}}$$

*C.E.P.= Credits of Evaluation Point

4 Preliminary Screening for Application

Persons who wish to apply under (2) above are subject to a pre-application screening prior to the entrance examination to confirm their eligibility. Such persons are required to submit the Form of Confirmation of Eligibility, the Graduate Certificate from the last school that they graduated from and the Academic Transcript prepared and sealed by the head of the last school to the Admission Office, Faculty of Engineering during the application period specified below without fail. Prospective applicants who have research and other achievements should also submit the copies of research papers et al. Those who are recognized to possess an academic ability that is equal to the university graduate can apply for the school.

【Note】 How to obtain the eligibility under (2)

Persons who have not received a bachelor's degree from a Japanese University, including those who have graduated from a technical college, a junior college, a vocational school, a Japanese branch of a foreign university, a Japan-based school of students should have an individual screening for preliminary confirmation by the Graduate School.

Submission period of eligibility screening documents	Notification of results
Thursday, May 27, 2010 to Monday, May 31, 2010	Friday, June 4, 2010

5 Application Period

Tuesday, June 8, 2010 to Monday, June 14, 2010 (Except Saturday, Sunday and Holidays)

Application documents should be submitted 9:00 to 16:30. By mail, they should arrive at the admission Office no later than Monday, July 14.

6 Application Procedures

Applicants should prepare all the required documents and submit them to the Admission Office of the Faculty of Engineering during the application period. In the case of mail, send them by registered mail and write “Enclosed: Application Form, Master’s program, the Graduate school of Science and Engineering” in red on the front of the envelope.

Address: Admission Office, Faculty of Engineering
Yamagata University
4-3-16, Jonan, Yonezawa, Yamagata

【Application documents】

Application Form Admission Ticket Admission Ticket with a photo	Complete each in Japanese. A front-on headshot photograph of applicant (4×3 cm, head uncovered) taken within the last three months should be attached in the designated space.
Graduate Certificate or Certificate of Expected graduation	The certificate must be prepared by the head (or dean) of the last school from which the applicant graduated (or expected to graduate).
Recommendation Letter	The letter must be completed in Japanese or English. This must be prepared by the president, the dean, the head of the course, the instructor of undergraduate course or the representative of the enterprise the applicant belong to. The form is arbitrary. And the letter should have the name of the person who recommends, his post, the applicant’s name and the date the letter is prepared. And it must have the seal of Japanese ‘han (印)’ and signature (esp. from abroad).
Academic Transcript	The transcript must be prepared and sealed in an envelop by the head (or the dean) of the last school from which the applicant graduated (or to be expected to graduate).
Summary of the Motivation for the Major	This summary must be written in Japanese or in English. About 800 Japanese characters or less, an 300 words or less in English.

Statement of the Subject and the Plan of Study	<p>This statement must be written in Japanese or in English. About 4000 Japanese characters or 1200 English words.</p> <p>Describe the planned subjects (or areas) which are intended to pursue in this Major in the provided Form in the Guide.</p>
Statement of the Applicant's Working Career	<p>This statement must be written in Japanese or in English. This is needed for the applicant who is recommended by the representative of the enterprise the applicant belongs to.</p> <p>Fill the career of the applicant in the provided Form.</p> <p>If the applicant has the reports, technical achievements and patents, attach the copy of them.</p>
Personal Evaluation	<p>This must be written in Japanese or in English. This must be needed for the applicant who is recommended by the representative of the enterprise.</p>
Document for Japanese Language Proficiency	<p>Those who have the certificate for Japanese Language Proficiency Above Level 3 must submit its copy. (The documents should be issued within 3 years)</p>
Application Fee	<p>30,000 yen</p> <p>1. Payment period : Monday, May 24, 2010 to Monday, June 14, 2010</p> <p>2. Notes on the payment procedures</p> <p>【Domestic Applicants】</p> <p>(1) The fee should be paid at a post bank or at a post office using the Payment Slip for Master's Program, the Graduate School of Science and Engineering enclosed with this Guide. Please note that must be at the teller counter. ATM is forbidden for the payment.</p> <p>(2) Print the applicant's name, address and phone number in the specified space marked with ※ on the Payment Slip correctly using with a ball point pen.</p> <p>(3) Write in correctly " Management of Technology" on the Payment Slip and the Payment receipt and the Application Fee Payment Certification.</p> <p>(4) Make sure that the bank or the post office stamp with the date of receipt is affixed to the Payment Receipt and the Application Fee Payment Certification.</p> <p>(5) Submit the Application fee Payment Certification stamped by the bank or the post office.</p> <p>【Overseas Applicants】</p> <p>(1) Payment should be done by a yen base and send it by telegraph. No currency except you should be accepted. If the commission occurs in sending from abroad, it must be for the sender to bear and its copy should be closed without fail in the envelope.</p> <p>(2) Do not fail to write the full name of the applicant when</p>

	<p>sending (by telegraph) the payment and write in the message column "Application Fee".</p> <ul style="list-style-type: none"> • Payment bank or its branch <ul style="list-style-type: none"> (Bank name) Yamagata Bank (Branch name) Main Office (Abbreviated Address) YAMBJPJT (Address) 3-1-12, Nanokamachi, Yamagata 990-8642 JAPAN • Recipient • Address <ul style="list-style-type: none"> (Name) Yamagata University (Address) 1-4-12 Kojirakawa, Yamagata 990-8560 JAPAN (Recipient Account) 0058645 <p>3. If the applicant is a student sponsored by his/her own government, no application fee is required. Instead, submit an official document certifying his/her status.</p> <p>4. Application fee will not be refunded for any reason except.</p> <p>(1) The applicant decides not to apply for admission (including when the application documents are not submitted or when the application is rejected)</p> <p>(2) The application fee was unintentionally paid twice.</p> <p>※ For more detail about a refund of the fee, please contact the Admission Office of Faculty of Engineering. The limit of applying above is Thursday, March 31, 2011.</p>
Self-addressed, Return Envelope	<p>Submit a stamped, self-addressed envelope (23.5cm ×12cm, No.3) With the applicant name, address and postal code.(In the case from abroad, the envelope on which the name of an applicant and an address should be in enclosed. No stamp is needed.).</p>
Label Ticket	<p>Write the correct address the applicant will receive the result of examination in the provided form in this Guide.</p>

(Notices)

- ※ If an applicant obtains the screening of eligibility, no graduation certificate and academic transcript are needed.
- ※ Any false statement found in the application documents is grounds for admission denial and subsequent refusal of acceptance to the school even after matriculation.
- ※ Submit all the documents together. Any change will not be allowed after submission.
(Application documents submitted are available only for entrance examination and they will not be returned)

7 Selection Procedures

① The first selection (Documentary Screening)

In the case of an applicants who are given the recommendation by the president, the dean, the course head or the instructor of the university he belongs to.

The selection is given comprehensively, screening the recommendation letter, the planning of study or research, the statement for the major and the Japanese Language Proficiency Test (only for 3rd and above level certificate) .

In the case of an applicants who are recommended by the representative of the enterprise they belong to and who obtain the screening admission requirement.

The selection is given comprehensively, screening the recommendation letter, the planning of study or research, the statement for the major and the Japanese Language Proficiency Test (only for 3rd and above level certificate) , the personal evaluation and applicants working career.

② The second selection (Interview)

The selection is given at the Faculty of Engineering, Yamagata University and in the county where a overseas applicants live. (But in the case of hard condition for this interview, TV system meeting will be given by way of the Internet.)

※ In the case of those who don't submit the certificate of more than 3rd level Japanese Language Proficiency Test, the proficiency for the Language will be screened at this interview.

The location and period of the second selection

Location · country	Location of the second selection	Period of interview, date
【Domestic】 Yonezawa, Yamagata JAPAN	Faculty of Engineering, Yamagata University	Thursday, July 8, 2010
【Overseas】 In the country where applicants live		Monday, June 28, 2010 to Saturday, July, 10, 2010

※ In the detail of the date et al. will be informed at the announcement of the result of the first selection.

8 Announcement of Successful Applicants

The result of the first and the second selection is announced only by the applicants' number and on the bulletin board of Faculty of Engineering, Yamagata University and on the Home page of the University (<http://www.yz.yamagata-u.ac.jp/>) and later it is sent by the letter. (No inquiry for success or failure.)

Announcement of the first selection successful applicants	Friday, June 18, 2010 at 11:00 a.m. (expected)
Announcement of the second selection successful applicants	Thursday, July 15, 2010 at 11:00 a.m. (expected)

9 Admission Procedure

Admission procedures are the following.

- (1) The period of the admission
 Wednesday, July 21, 2010 to Friday, July 30, 2010 (Except Saturday and Sunday)
 The acceptance hour is 9:00 a.m. to 16:30 p.m.
- (2) Admission fee
 The fee should be paid during the admission procedure period.
 ● Admission fee 282,000 yen
- (3) The documents to be submitted
 The detail information will be sent with the admission guide.
- (4) Notice
 Even if the admission procedure is completed and is cancelled by Thursday, September 30, 2010, the admission fee is not refunded.

10 Tuition

Tuition should be paid after the enrollment.

- Tuition 535,800 yen per a year (expected)
- (Notices)
- 1 The tuition fee above has not been finalized and is subject to change.
 - 2 In the event that the tuition fee is changed, the new tuition will become effective immediately.
 - 3 The detail of the tuition will be provided with enrollment guide to be sent to successful applicants.

11 How to obtain the admission guide and related materials

Send the inquiry to:

Admission Office, Faculty of Engineering, Yamagata University
 4-3-16, Jonan, Yonezawa, Yamagata
 992-8510 JAPAN

- 1 On the front of the envelope, write “Request for Admission Guide of Management of Technology, Major, Master’s Program, the Graduate School of Science and Engineering(Engineering)” in red.
- 2 On the back of envelope, write the name, the address and the postal code.

- 3 Enclose a self-addressed, stamped envelope (33 cm×24 cm, No.2) with the name, the address and the postal code.
- 4 Make sure to affix sufficient postage. The required postage is 240 yen (510 yen for express mail) .
- 5 In the case of the request from abroad, enquire by the mail below.

Admission Office, Faculty of Engineering : kounyu@jm.kj.yamagata-u.ac.jp

12 Extended study program

In the case of inconvenient circumstances of working in which students are engaging, the program is planned to study 2 years standard curriculum longer than stipulated after the specified planning. The detail information for this program can be referred to the School Affairs Office Faculty of Engineering, Yamagata University.

13 Scholarships

For those who want to obtain the jobs in Yamagata Prefecture or in the Tohoku district of this country, the original scholarship sponsored by MITRAI Course of Management and Technology, Major will be given after enrollment by the screening. (about 50,000 yen per a month) The decision for this scholarship will be done at the second selection announcement.

The excellent students have more advantageous chance to be able to apply for Japanese Ministry of Education and Technology scholarship and other ones during the enrollment.

14 Overview of Management of Technology

(1) Section of the major

This major course is composed of the former 2 years Master's program and the latter 3 years Doctoral program.

(2) Staff of the major

For detail, refer the pages respectively by the Home page of Faculty of Engineering, Yamagata University. (<http://www.yz.yamagata-u.ac.jp>)

- Overview of the major and staff :
<http://www.yz.yamagata-u.ac.jp/mot/teach/index.html>
- The detail of the lectures :
<http://campus3.kj.yamagata-u.ac.jp/syllabus/2010km/list5808.htm>
- The detail of Syllabus 2010 :
<http://campus3.kj.yamagata-u.ac.jp/syllabus/2010km/top.htm>