Guidelines for Application 2019

General Application for the Doctoral Course Spring Term Entry

International Graduate Program

Graduate School of Bioresource and Bioenvironmental Sciences
Kyushu University
1. Study Areas and Numbers of Applicants

The Ph.D. program of the International Graduate Program of the Graduate School of Bioresource and Bioenvironmental Sciences comprises four departments: (i) Bioresource Sciences, (ii) Agro-environmental Sciences, (iii) Agricultural and Resource Economics, and (iv) Bioscience and Biotechnology.

For details of each department, please refer to http://www.agr.kyushu-u.ac.jp/english/international/graduate/outline/

2. Eligibility

(1) Nationality

Applicants who have any nationality including Japanese.

(2) Academic Requirements

Doctoral course eligibility requirements:

(i) Applicants who hold a master’s degree, or expect to receive one, from a university outside of Japan by March 31, 2019. Applicants who hold or expect to receive a master’s degree awarded by an English postgraduate course (program) in Japan are also eligible.

(ii) Applicants who do not hold a master’s degree but have equal or higher academic attainment than individuals with a master’s degree *.

*Individual Evaluation of Academic Ability

(iii) For those who apply for JICA’s JDS PhD Scholarship, the Graduate School introduced the first screening at the University level, once you pass the screening, you may apply to the PhD course. Once you have passed the first screening by the Selection Committee of the Graduate School, the Student Section will notify you at the first week of September. Then, your potential supervisor sends his/her recommendation letter to JICE for those who passed the screening. Those who wish to apply in accordance with qualification (ii) are required to undergo an individual evaluation of their academic ability, according to an Individual Screening of Requirements for Admission by the Kyushu University Graduate School of Bioresource and Bioenvironmental Sciences. First, they must notify the Student Section
(noggakus@jimu.kyushu-u.ac.jp) and then send all of the required documents to the same address by September 28, 2018. Applicants will be notified of the results of their evaluation by October 31, 2018.

(3) **Health**: Candidates must be certified as both physically and mentally healthy by a qualified and recognized physician.

(4) **Language**: Nonnative English speakers must possess a sufficiently high official English score by a qualified body, namely TOEFL, TOEIC, IELTS, or Cambridge Certificate (a photocopy of the applicant’s scores must be attached).

(5) **Time of Arrival**: Students must arrive in Japan before March 31, 2019.

3. **Application Method**

   Applicants can apply between December 3rd and 21st and the full set of documents should be delivered to the Student Section by the potential supervisor no later than Dec. 21, 2018.

   An Internet interview or oral examination (personal interview, call or video call) by the potential supervisor will be performed before the official application is completed. If the interview in one of the forms described earlier cannot be conducted, professors from the education course will conduct an interview via e-mail.

   **All necessary documents must be sent to the potential supervisor.**

   More information is available at the following URL:
   [http://www.agr.kyushu-u.ac.jp/english/international/graduate/entry/](http://www.agr.kyushu-u.ac.jp/english/international/graduate/entry/)

**NOTE**

You are highly encouraged to send the required documents to your potential supervisor well in advance of this date to give your supervisor ample time to review and send the documents to the Student Section. Please ask your potential supervisor about his/her preferred deadline.

**List of Required Documents**

If you pass the Internet interview, your potential supervisor will provide you the documents below.

<table>
<thead>
<tr>
<th>(1) Completed Application Form (use the form supplied by the potential supervisor)</th>
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<tbody>
<tr>
<td>(2) Completed Field of Study and Study Program Form (use the form supplied by the potential supervisor)</td>
</tr>
<tr>
<td>(3) Diploma or certificate of graduation or completion</td>
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<tr>
<td>a Bachelor’s Degree Certificate and a Master’s Degree Certificate are required. If applicants are currently in school and working toward obtaining the relevant degree(s), a certified letter from the applicant’s university stating the expected graduation date is required.</td>
</tr>
<tr>
<td>(4) Official Academic Transcript of all applicable undergraduate and graduate course work from the university/universities to which the applicant belongs/belonged. Submission of academic records with grade point averages (GPA) or quality points (A, B, C, or Excellent, Good, Average, etc.) along with a description of the academic grading system (e.g., A: 90% above) is</td>
</tr>
</tbody>
</table>
required.

(5) **Two Letters of Recommendation** (Please download these forms at http://www.agr.kyushu-u.ac.jp/english/international/graduate/entry/)

Recommendation Form 1 must be completed and submitted to the President of Kyushu University by the Dean or head of the university or institution/employing body to which the applicant belongs/belonged. Recommendation Form 2 must be completed by a supervising professor, another member of the teaching staff, or a workplace supervisor who knows the applicant personally. Each letter must be provided in a sealed envelope to ensure confidentiality.

(6) **A 2-page Summary of MA thesis in English** on A4-size paper. Copies of any academic publications in English can also be included with the thesis summary. Applicants not required to submit a thesis to complete their bachelor's/master's degree must state this on their application and submit a copy of any academic research papers they have written instead.

(7) **Certificate of official English qualification** such as TOEFL, TOEIC Listening and Reading Test, IELTS, or the Cambridge Certificate, received within five years before the application deadline, unless the applicant is a native English speaker. On-line score reports are not acceptable. It sometimes takes as long as two months for a score report to reach us after your order, so please make sure to give it enough time. Every year some applications are not accepted due to the delayed arrival of their scores. A certificate showing the language of instruction in your university is English may also be accepted.

(8) **Certificate of Nationality or Proof of Residence** in the applicant’s home country (e.g., census register, passport (photocopy), or other positive proof of nationality).

(9) **Two photographs** (3.5 × 2.5 cm and 4.5 × 3.5 cm), front facing without a hat, and taken within the past six months before the application deadline. The 4.5 × 3.5 cm photo must be affixed to the specified area on the application form. The name and nationality of the applicant must be written on the reverse side of each photograph.

(10) **Entrance Examination Fee** (30,000 JPY) Please choose one of the payment methods below to pay the Entrance Examination Fee. Proof of payment should be submitted.

(i) **Payment by Wire Transfer**

Applicants are requested to transfer the Entrance Examination Fee to the following bank account.

<table>
<thead>
<tr>
<th>Name</th>
<th>Kyushu University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>744 Motooka, Nishi-ku, Fukuoka 819-0395, Japan</td>
</tr>
</tbody>
</table>
Beneficiary’s Bank

<table>
<thead>
<tr>
<th>Bank</th>
<th>Sumitomo Mitsui Banking Corporation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Branch</td>
<td>Fukuoka Branch</td>
</tr>
<tr>
<td>Account Number</td>
<td>7119240</td>
</tr>
<tr>
<td>SWIFT Code</td>
<td>SMBC JP JT</td>
</tr>
<tr>
<td>Address</td>
<td>1-1-1 Hakataekimae, Hakata-ku, Fukuoka 812-0011, JAPAN</td>
</tr>
</tbody>
</table>

* If you use a payment slip, please write “Entrance Examination Fee” in the space for Purpose of Remittance, as well as your name, nationality, and “3BE” for the doctoral course in the space for Message to Payee.

(ii) Payment by Credit Card
Credit card payment can be made directly at https://e-shiharai.net/english/. Please refer to p. 7 for details.

(iii) Payment at Convenience Stores (available only in Japan)
(1) Payment can be made at 7-Eleven, Lawson, Family Mart, and Circle K Sunkus.
(2) Please refer to p. 8 for details and https://e-shiharai.net/ (available only in Japanese).

NOTES
1) All required documents should be typewritten in English and of uniform size (A4 format).
2) Applications will not be accepted if any of the required documents are missing, incorrectly completed or lacking supporting evidence. Applications will not be considered if the documents arrive after the abovementioned deadlines.
3) Generally, no submitted documents will be returned. However, if your original documentation or transcripts cannot be reissued, you can submit a photocopy of the documentation or transcripts with a statement of “certified true copy” or Attested by the institution/organization administration office with official seal.
4) Documents 1, 2, and 5 must be provided on the forms supplied.
5) If the documents are in a language other than English or Japanese, an English or Japanese translation must be attached.

4. Announcement of the Final Decision
Successful applicants will be notified of the final decision by email. The applicants will be notified at the end of January.

5. Notice
Applicants must pay the Entrance Examination Fee (30,000JPY), Admission Fee (282,000JPY), and Tuition Fee (535,800JPY/year). Once your application is accepted, the Entrance Examination Fee will not be refunded under any circumstances.
6. Remarks
(1) Email/telephone inquiries regarding screening results will not be answered.
(2) All applicants should note that they are required to keep in close contact with their potential supervisor at Kyushu University to formulate a research plan.
(3) Successful applicants are expected to study and gain an understanding of the geography, climate, customs, and habits of Japan, as well as the general features and conditions of Kyushu University.
(4) In principle the change of department and laboratory is not permitted after your application is received by the university. At the time of application, therefore you need careful consideration of research themes for the selection of the department and the laboratory before applying.

7. Correspondence
All application-related correspondence should be sent via registered airmail such as DHL, FedEx, OCS, or EMS, to the following address:

(Write your potential professor’s name)
Graduate School of Bioresource and Bioenvironmental Sciences
Kyushu University
744 Motooka, Nishi-ku, Fukuoka 819-0395, Japan

Note that the full set of documents should be sent to the potential supervisor by his/her stated deadline.

8. Contact Information
Student Section
Graduate School of Bioresource and Bioenvironmental Sciences
Kyushu University
744 Motooka, Nishi-ku, Fukuoka 819-0395, Japan
E-mail: noggakus@jimu.kyushu-u.ac.jp