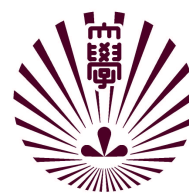


Guidelines for Application 2018



General Application

International Development Research Course

**Graduate School of
Bioresource and Bioenvironmental Sciences
Kyushu University**

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Guidelines

1. Study Areas and Numbers of Applicants

The **International Development Research Course** of the Graduate School of Bioresource and Bioenvironmental Sciences comprises five departments: (i) Bioresource Sciences, (ii) Agro-environmental Sciences, (iii) Agricultural and Resource Economics, (iv) Bioscience and Biotechnology, and (v) Innovative Science and Technology for Bio-industry (Ph.D. program only).

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

2. Eligibility

(1) Nationality

Applicants have a nationality other than Japanese.

(2) Academic Requirements

(a) Master's course eligibility requirements:

(i) Applicants who have completed (or expect to complete) 16 years of academic education and who hold (or expect to receive) a bachelor's degree from a university outside of Japan by September 30, 2018. Applicants who hold or expect to receive a bachelor's degree awarded by an English course (program) in Japan are also eligible.

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

(b) Doctoral course eligibility requirements:

(iii) Applicants who hold a master's degree, or expect to receive one, from a university outside of Japan by September 30, 2018. Applicants who hold or expect to receive a master's degree awarded by an English postgraduate course (program) in Japan are also eligible.

(iv) 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

Those who wish to apply in accordance with qualification (ii) or (iv) 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@jimukyushu-u.ac.jp) and then send all of the required documents to the same address by September 30, 2017. Applicants will be notified of the results of their evaluation by October 30, 2017.

- (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 September 30, 2018.

3. Application Method

Applicants can apply during three application periods: the 1st, 2nd and 3rd application periods. There is no difference in terms of admission between the three application periods.

For the 1st application period, the full set of documents should be delivered to the Student Section by the potential supervisor no later than Jan. 15, 2018, for the 2nd application period, applications should arrive by March 31, 2018, and for the 3rd application period, applications should arrive by June 10th, 2018.

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/>

NOTE

You must 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.

- (1) Completed Application Form** (use the form supplied by the potential supervisor)
- (2) Completed Field of Study and Study Program Form** (use the form supplied by the potential supervisor)
- (3) Diploma or certificate of graduation or completion (*Refer "NOTES 3")**
For master's course applicants, a **Bachelor's Degree Certificate** is required.
For doctoral course applicants, a **Bachelor's Degree Certificate and 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.

- (4) Official Academic Transcript (*Refer “NOTES 3”)** 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 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 undergraduate/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 (*Refer “NOTES 3”)** 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. 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** (30,000JPY) 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.

Beneficiary:

| | |
|----------------|--|
| Name | Kyushu University |
| Address | 6-10-1 Hakozaki, Higashi-ku, Fukuoka 812-8581, JAPAN |

Beneficiary's Bank

| | | | |
|-----------------------|--|-------------------|----------------|
| Bank | Sumitomo Mitsui Banking Corporation | Branch | Fukuoka Branch |
| Account Number | 7119240 | SWIFT Code | SMBC JP JT |
| Address | 1-1-1 Hakataekimae, Hakata-ku, Fukuoka 812-0011, JAPAN | | |

* 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 "2BE" for the master's course, "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) **In principle original documentation or transcripts should be submitted.** Further, 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 1st-period applicants will be

notified in April, the 2nd-period applicants late May and the 3rd-period applicants will be notified by mid-July.

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.

(5) From October 2018, the School will move to our new campus called Ito campus.

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

6-10-1 Hakozaki, Higashi-ku, Fukuoka 812-8581, 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

6-10-1 Hakozaki Higashi-ku, Fukuoka, 812-8581 Japan

E-mail: noggakus@jimu.kyushu-u.ac.jp