

# **Guidelines for Application 2021**



**General Application**

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**International Graduate Program**

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

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## Guidelines

### 1. Study Areas and Numbers of Applicants

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

(Bioresource Sciences)

<https://www.agr.kyushu-u.ac.jp/english/courses/bioresource-sciences/>

(Agro-environmental Sciences)

<https://www.agr.kyushu-u.ac.jp/english/courses/agro-environmental-sciences/>

(Agricultural and Resource Economics)

<https://www.agr.kyushu-u.ac.jp/english/courses/agricultural-and-resource-economics/>

(Bioscience and Biotechnology)

<https://www.agr.kyushu-u.ac.jp/english/courses/bioscience-and-biotechnology/>

### 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<sup>th</sup>, 2021 (including applicants who obtain a bachelor's degree through 3-year course). Applicants who hold or expect to receive a bachelor's degree awarded by a course (program) in Japan taught in English 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<sup>th</sup>, 2021. Applicants who hold or expect to receive a master's degree awarded by a postgraduate course (program) in Japan taught in English 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 ([agrryugakus@agr.kyushu-u.ac.jp](mailto:agrryugakus@agr.kyushu-u.ac.jp)) and then send all of the required documents to the same e-mail address in advance of submitting the application documents.

**(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 submitted).

**(5) Time of Arrival:** Students must arrive in Japan before September 30<sup>th</sup>, 2021.

### **3. Application Method**

Applicants can apply during three application periods: the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> application periods. Applications submitted during any of three periods have an equal chance of success.

A full set of documents should be delivered to the Student Section by the potential supervisor no later than February 12<sup>nd</sup>, 2021, for the 1<sup>st</sup> application period, March 26<sup>th</sup>, 2021 for the 2<sup>nd</sup> application period, and June 7<sup>th</sup>, 2021 for the 3<sup>rd</sup> application period.

An Internet interview or oral examination (personal interview, phone call or video call) by the potential supervisor will be performed before the official application is completed. If an interview cannot be conducted in one of the forms described earlier, professors from the educational 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:

<https://www.agr.kyushu-u.ac.jp/english/education/graduate/igp/how-to-apply/>

## 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 or oral examination, your potential supervisor will provide you the forms of 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 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.
- (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 <https://www.agr.kyushu-u.ac.jp/english/education/graduate/igp/how-to-apply/>)

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 who are 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 two 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:

<b>Name</b>	Kyushu University
<b>Address</b>	744 Motoooka, Nishi-ku, Fukuoka 819-0395, Japan

Beneficiary's Bank

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

\* If you use a payment slip, please write "Entrance Examination Fee" as well as your name, nationality in the space for Purpose of Remittance, 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. 6 for details.

**(iii) Payment at Convenience Stores (available only in Japan)**

(1) Payment can be made at 7-Eleven, Lawson and Family Mart.

(2) Please refer to p. 7 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 may 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 in April for the 1<sup>st</sup> period application, late May for the 2<sup>nd</sup> period application, mid-July for the 3<sup>rd</sup> period application.

## 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. 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: [agrryugakus@agr.kyushu-u.ac.jp](mailto:agrryugakus@agr.kyushu-u.ac.jp)

# KYUSHU UNIVERSITY

## How to make the Payment for the Application Fee by Credit Card, Union Pay, and Alipay.

24 hours a day, 365 days a year, you can pay anytime! Easy, Convenient and Simple!

You can pay the Application Fee by using Credit Card, Union Pay, and Alipay.



Access

<https://e-shiharai.net/english/>



Online Transaction

- |   |  |
|---|--|
| 1. Top Page   | Click "Examination Fee".   |
| 2. Terms of Use and Personal Information Management | Please read the Terms of use and Personal Information Management.<br>Click "Agree" button located in the lower part of this page if you agree with these terms.<br>Click "Not agree" button located in lower part of this page if you do not agree with these terms. |
| 3. School Selection                                 | Select "Kyushu University (Undergraduate Schools)" or "Kyushu University (Graduate Schools)."  |
| 4. School Information                               | Read the information carefully and click "Next".   |
| 5. Category Selection                               | Choose First to Fourth Selection and add to Basket.  |
| 6. Basket Contents                                  | Check the contents and if it is OK, click "Next".  |
| 7. Basic Information                                | Input the applicant's basic information.<br>Choose your credit card and click "Next".  |

### Paying at Credit Card

Input Credit Card Number (15 or 16-digits), Security Code and Expiration date.

All of your application information is displayed. Check and Click "Confirm".

Click "Print this page" button and print out "Result" page.

### Paying at Union Pay, Alipay

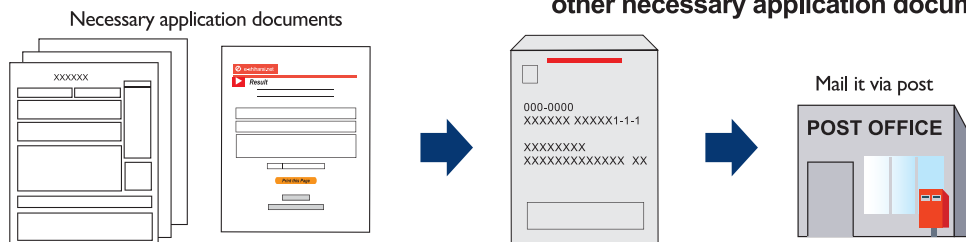
Follow the onscreen instructions to complete the card payment.

Please click the "Application Results" button in the upper part of this site (e-shiharai.net).

Please write down the "Receipt Number" given when you complete your application, and enter your "Payment Method", "Receipt Number" and "Birth Date". Please make sure your printer is ready.

Please print out the "Payment Inquiry - Inquiry result" page.

Enclose the printed "Result" page in an application envelope with other necessary application documents.



### [NOTICE/FAQ]

- You can make a payment anytime, during the payment period mentioned in the application instructions. Please refer to the application instructions and complete payment in time.
- Please complete payment by 11:00 pm Japan time, on the last date of the payment period.
- Please note that refund is not possible once you have made a payment of Application fee.
- A fee is added to Examination fee. For further info, please visit our website.
- It is possible to use a card which carries a name different from that of the applicant. However, please make sure that the information on the basic information page is that of the applicant him/herself.
- If you did not print out "Result" page, you can check it later on Application Result page. Please enter "Receipt Number" and "Birth Date" to redisplay.
- Please directly contact the credit card company if your card is not accepted.

For questions or problems not mentioned here, please contact:

E-Service Support Center Tel : +81-3-3267-6663 (24 hours everyday)



## 1 Webで事前申込み

画面の指示に従って必要事項を入力し、お支払いに必要な番号を取得。

本学HP  
からも  
アクセス  
できます！
<https://e-shiharai.net/>


- ※番号取得後に入力ミスに気づいた場合はその番号では支払いを行わず、もう一度入力し直して、新たな番号を取得してお支払いください。支払い期限内に代金を支払わなかった入力情報は、自動的にキャンセルされます。
- ※クレジットカード・Alipay国際決済・銀聯ネットは決済完了後の修正・取消はできません。申込みを確定する前に、内容をよくご確認ください。
- ※確定画面に表示される番号をメモしてください。➡



## 2 お支払い

## クレジットカード・Alipay・銀聯でお支払い



※お支払いされるカードの名義人は、受験生本人でなくても構いません。但し、「基本情報入力」画面では、必ず受験生本人の情報を入力してください。

基本情報入力画面で、支払に利用するカードを選択

画面の指示に従い、支払手続を行ってください。

お支払い完了です。下記の手順に従って、申込内容照会結果を印刷してください。

## コンビニエンスストアでお支払い

- 入学検定料はATMでは振り込みできません。必ずレジでお支払いください。
- 店頭端末機の画面デザイン等は、予告なく変更される場合があります。



【払込票番号 (13ケタ)】

●レジにて「インターネット支払い」と店員に伝え、印刷した【払込票】を渡すか、【払込票番号】を伝えてお支払いください。

マルチコピー機は使用しません

お支払い後、必ず「入学検定料・選考料取扱明細書」(チケット)を受け取ってください。



【オンライン決済番号 (11ケタ)】

Kstationへ

各種支払い

11ケタの番号をお持ちの方

チケット受け取りはこちら

オンライン決済番号を入力してお支払い

【オンライン決済番号】を入力

店頭端末機より出力される「申込券」(受付票)を持って、30分以内にレジでお支払いください。

お支払い後、必ず「入学検定料・選考料取扱明細書」(チケット)を受け取ってください。



【お客様番号 (11ケタ)】

【確認番号 (4ケタ)】

Loppiへ

各種サービスメニュー

各種代金・インターネット受付

各種代金お支払い

マルチペイメントサービス

【お客様番号】【確認番号】を入力

お支払い後、必ず「入学検定料・選考料 取扱明細書」を受け取ってください。



【お客様番号 (11ケタ)】

【確認番号 (4ケタ)】

Famiポートへ

代金支払い

各種代金お支払い

番号入力画面に進む

【お客様番号】【確認番号】を入力

## 3 出願

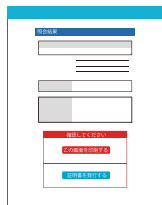
## 【クレジットカード・Alipay・銀聯でお支払いの場合】

支払完了後、E-支払いサイトの「申込内容照会」にアクセスし、受付完了時に通知された【受付番号】と【生年月日】を入力し、照会結果を印刷して出願書類に同封してください。

## &lt;注意&gt;

スマートフォンでお申込みされた方は、プリンタのある環境でご利用ください。

※クレジットカードでお支払いされた場合、「取扱金融機関出納印」は不要です。

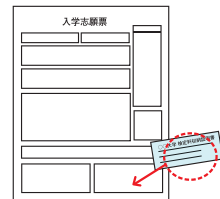


## 【コンビニエンスストアでお支払いの場合】

「入学検定料・選考料 取扱明細書」の「収納証明書」部分を切り取り、入学志願票の所定欄に貼る。



※「収納証明書」を糊付けする際には、糊本体の注意書きに「感熱・感圧紙などを変色させる場合があります」と記載されている糊はご使用にならないでください。「収納証明書」が黒く変色する恐れがあります。



※コンビニでお支払いされた場合、「取扱金融機関出納印」は不要です。

## ⚠ 注意事項

- 出願期間を要項等でご確認のうえ、締切に間に合うよう十分に余裕をもってお支払いください。
- 支払最終日の「Webサイトでの申込み」は23:00まで、店頭端末機の操作は23:30までです。クレジットカードの場合、Webサイトでの申込みと同時に支払いが完了します。23:00までにお手続きしてください。
- 「入学検定料払込」についてのお問い合わせは、コンビニ店頭ではお答えできません。詳しくはWebサイトをご確認ください。
- 一度お支払いされた入学検定料は返金できません。
- 入学検定料の他に事務手数料が別途かかります。詳しくはWebサイトをご確認ください。
- カード審査が通らなかった場合は、クレジットカード会社へ直接お問い合わせください。
- Alipay、銀聯でお支払いの方は、パソコンからお申込みください。(携帯電話からはお支払いできません)
- 取扱いコンビニ、支払方法は変更になる場合があります。変更された場合は、Webサイトにてご案内いたします。