Graduate School of Engineering, The University of Tokyo
Guidelines for Applicants to the 2021 Master's Program
Application Schedule B

- Due to the effects of the novel coronavirus infection, etc., it is possible that the contents of these Guidelines for Applicants will be changed. In that case, we will announce the change on the following website, so please check it often:
(http://www.t.u-tokyo.ac.jp/soe/admission/general_guideline.html)
- This year, the exam may be administered online. Please check the "Guide to Entrance Examinations" of the department to which the application will be sent for details.

Research and Education Goals

The goal of the Graduate School of Engineering is to provide students with a rich, comprehensive education in science and technology that will allow them to take an engineering-based approach to their thinking. We also seek to foster individuals willing to take on the responsibilities of engineering, and the various activities involved in its application, which include research, development, planning, design, production, management, and creation/review of proposals for government measures. The School will equip students so that they are able to take on research challenges that will lead to new technical innovations and open up new fields of study, thereby contributing to the sustainability and development in the modern global society.

Intended Applicants

1) Students who will improve themselves in accordance with the research and education goals of the School.
2) Students who aim to contribute internationally to society with understanding and respect for diverse cultures.
3) Students who have a strong sense of ethics and responsibility, and who will study with enthusiasm.

1. Requirements for Eligibility

(1) Those who have graduated from a Japanese university or are expected to graduate by March 31, 2021.
(Note 1)

(2) Those who have completed, or are expected to complete by March 31, 2021, 16 years of school education abroad.
(Note 2)

(3) Those who have been conferred, or are expected to be conferred on or before March 31, 2021, a degree equivalent to that of a bachelor’s degree from a foreign university or other foreign institution (limited to those whose comprehensive status of education and research activities have been assessed by the government of said foreign country or a related organization), having completed a program with a completion period of 3 years or more.
(Note 2)
(4) Those designated by the Minister of Education, Culture, Sports, Science and Technology or those who have graduated or are expected to graduate by March 31, 2021 from an educational institution designated by the Minister. (Note 3)

(5) Those who have been conferred a bachelor’s degree or are expected to have conferred on or before March 31, 2021 by the National Institution for Academic Degrees and Quality Enhancement of Higher Education (NIAD).

(6) Those who will be 22 years or older on March 31, whom this graduate school has recognized through individual screening of entrance qualifications, as having abilities that are at least equivalent to those who have graduated from a Japanese university. (Note 1) (Note 4)

Note 1) Japanese universities mentioned in Eligibilities (1) and (6) above are universities within the boundaries of Japan and as prescribed in Article 83 of the School Education Law.

Note 2) Eligibilities (2) and (3) above include the case of having completed a correspondence program provided by a foreign school of said country while residing in Japan.

Note 3) Those mentioned in Eligibility (4) above refer to any who have graduated from the following schools or educational institutions:
   - The Japan branch of a foreign school as designated by the Minister of Education, Culture, Sports, Science and Technology.
   - Specialized training college designated by the Minister of Education, Culture, Sports, Science and Technology (limited to programs where the program duration is at least 4 years and which satisfies standards determined by the Minister).
   - Universities under the old university ordinances, or higher educational institutions (daigakko) under the national/provincial/independent administrative agency ordinances.

Note 4) ① Those mentioned in Eligibility (6) above refers to those who do not fall into any of the Eligibility (1) through (5) above but have graduated from an educational institution equivalent to a 4-year university, and whom this graduate school has recognized, as having abilities that are at least equivalent to those who have graduated from a Japanese university.

   ② Those who wish to apply based on Eligibility (6) above must submit all the documents specified by the administrative department of this graduate school by November 5, 2020 as the eligibility for application is confirmed individually in advance by document screening. Please inquire to the administrative department (refer to 10. Contact) of the graduate school in advance about the eligibility for application and the documents to be submitted.

   ③ Those who are recognized as having abilities that are at least equivalent to those who have graduated from a Japanese university through screening of entrance qualification will be permitted to apply and take the entrance examination.

2. How to Apply

(1) Applicants are asked to complete the entrance application form via the admission application form creator beforehand (http://www.t.u-tokyo.ac.jp/soe/admission/general_guideline.html).

(2) All application documents must be uploaded online to a designated location. Furthermore, applications must also be sent by postal mail, using registered express mail, and include all documents for submission in the designated envelope. For details, check the Graduate School of Engineering website (http://www.t.u-tokyo.ac.jp/soe/admission/general_guideline.html).

*The application requires both uploading of electronic data and submission of documents by mail. Submitting only one of them is not acceptable.
(3) Upload period: From November 26 (Thursday) to December 3 (Thursday), 2020, 3:00 p.m. (Japan time)
   For postal mail, if the application is postmarked by December 3 (Thursday), it will be accepted as long as it arrives by December 7 (Tuesday).
   * However, as for "Other" in "Documents to submit," refer to the "Guide to Entrance Examinations" of the department to which the application will be sent, as the submission period may differ.

(4) Send applications to: 7-3-1 Hongo, Bunkyo-ku, Tokyo 113-8656
   Graduate School Team, Administrative Division, Graduate School of Engineering, The University of Tokyo.

3. Examination Dates and Location

Examinations will be held in late January to mid-February, 2021. The examination date of each department will be announced in the "Guide to Entrance Examinations" or on the department website by November 7, 2020.

4. Selection Methods

(1) Selection of students for admission shall be conducted based on written examinations, oral examinations, and submitted documents.

(2) Some departments make selections based on submitted documents. Written examinations, and oral examinations may be conducted only for those who have passed the document-based selections. The examination fee will not be refunded even if the document-based selections is unsuccessful. Please check the "Guide to Entrance Examinations" of the department to which the application will be sent for details.

5. Examination Subjects and Enrollment Capacity for each Department

The departments that implement the application schedule B are as follows. Check the examination subjects of Application Schedule B on the website or "Guide to Entrance Examinations" of the department to which the application will be sent.

<table>
<thead>
<tr>
<th>Department Name</th>
<th>Enrollment capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mechanical Engineering</td>
<td>Few people</td>
</tr>
<tr>
<td>Nuclear Engineering and Management</td>
<td>11 students</td>
</tr>
</tbody>
</table>
6. Documents to Submit

<table>
<thead>
<tr>
<th>Documents, etc.</th>
<th>Applicant</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Entrance application</td>
<td>All applicants</td>
<td>Enter the required information accurately. Upload the Photograph Data (use a clear photograph taken within the past 3 months that shows your upper body facing forward with your head uncovered, without anyone else in the frame) according to the instructions of the Admission Application Form Creator. The format of the Photograph Data is not specified. This will not only be used for identity verification during test conducting, but also for preparing your student ID card.</td>
</tr>
<tr>
<td>*Address Label</td>
<td>All applicants</td>
<td>Create an Address Label, for the Application Envelope. Affix it on the designated envelope.</td>
</tr>
<tr>
<td>Application Envelope</td>
<td>All applicants</td>
<td>Use a Kaku-2 size (240mm x 332mm for A4 size documents) envelope and affix the label produced by the Admission Application Form Creator to the face of the envelope. Include all documents for submission in it and use registered express mail at the post office.</td>
</tr>
</tbody>
</table>

This document is a translation from the authoritative Japanese version.
| **Examination fees** | All applicants [except for international students on scholarships from the Japanese government (Ministry of Education, Culture, Sports, Science and Technology)] | 10,000 yen is required for the examination fee. *In this entrance examination, in consideration of the impact of COVID-19, the examination fee will be 10,000 yen to reduce the burden on the applicant.*

Payment must be made by one of the following payment methods: bank transfer, payment at a convenience store, Pay-easy-compliant ATM, Pay-easy-compliant Internet Bank, Internet-only Bank, or credit card.

Transfer or payment fees are the responsibility of the applicant to pay.

For bank transfers, use the transfer application form output by the Admission Application Form Creator and transfer it from the nearest banking facility (using Japan Post Bank or the post office are not acceptable). Do not use an ATM or the internet. For details on transfer methods, refer to the transfer application form output by the Admission Application Form Creator and the notes indicated therein.

If using a convenience store, Pay-easy-compliant ATM, Pay-easy-compliant Internet Bank, Internet-only Bank, or credit card, for details on methods and notes, refer to “How to make Payment of Examination Fee at E-shiharai.net.”

[This fee is not required for international students on scholarships from the Japanese government (Ministry of Education, Culture, Sports, Science and Technology).]

| **Academic Transcript from previous university** | All applicants (excluding individuals who graduated from the Faculty of Engineering of the University of Tokyo, or who are expected to graduate) | 1) Documents verifying the student’s performance in the academic department in question (including liberal arts courses).

2) If applying for transfer admission (entering university as a non-first year student) to the university, submit a certificate of academic performance from the previous university or other institution attended prior to transfer admission.

3) Photocopies are not acceptable.

| **Certificate of graduation from previous university** | All applicants who have already graduated at the time of applications (excluding individuals who graduated from the Faculty of Engineering of the University of Tokyo) | 1) Not required if the date of graduation is indicated on the academic transcript.

2) Students who completed programs at foreign universities: the degree acquired must be indicated.

3) If applying under Application Requirement (5) above, submit a certificate indicating the degree conferred, created by the National Institution for Academic Degrees or the National Institution for Academic Degrees and University Evaluation.

4) Photocopies are not acceptable. |
<table>
<thead>
<tr>
<th>Research plan</th>
<th>Persons currently employed by a government agency who wish to study while working</th>
<th>Summarize the plan in approximately four pages (A4 size)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other</td>
<td>Relevant applicants</td>
<td>In some departments, documents other than those indicated above may be required for submission. Please refer to the “Guide to Entrance Examinations” from the department to which application will be sent.</td>
</tr>
</tbody>
</table>

(Note 1) All certificates, documents, and other material written in languages other than Japanese or English must have a Japanese or English translation attached.

(Note 2) "*" indicates a form output by the admission application form creator with the required information entered.

### 7. Announcement of Successful Applicants and Admission Procedures

(1) Examinee numbers of successful applicants will be posted on the Graduate School of Engineering website at 4:00 p.m. February 12 (Friday), 2021. ([http://www.t.u-tokyo.ac.jp/soe/index.html](http://www.t.u-tokyo.ac.jp/soe/index.html))

(2) Approval for admission of applicants will be notified in mid-February, 2021.

(3) Persons receiving notification of authorization for admission in April 2021 shall carry out the required admission procedures on March 5 (Friday), March 8 (Monday) and March 9 (Tuesday), 2021, (tentative), in accordance with instructions regarding admission procedures that will be forwarded at that time. Please note that persons who do not carry out the admission procedures during this time will be deemed as having opted out of admissions.

(4) The School will not accept telephone, fax, e-mail, or other inquiries regarding the success of applications.

(5) Fees required for admission (tentative fees for 2021)

(These fees are not required for international students on scholarships from the Japanese government (Ministry of Education, Culture, Sports, Science and Technology).)

1. Admission fee: 282,000 yen (tentative fee)
2. Tuition fee: First term: 267,900 yen (Annual fee: 535,800 yen) (tentative fee)

(Note) The amounts indicated above are tentative. If amounts are amended at the time of admission or while the individual is registered as a student, the new amounts shall apply from the time of the amendment in question.

### 8. Notes

(1) Applicants cannot apply to two or more departments in the Graduate School of Engineering at the same time. Also, applicants cannot be enrolled in other universities or other schools at the University of Tokyo at the same time as the Graduate School of Engineering. Those who have passed entrance exams in the Graduate School of Engineering, the University of Tokyo of this year cannot apply for Application Schedule B without declining the pass.

(2) Applications will not be accepted if the specified documents are not complete and in order by the submission
date indicated above. After the application process is complete, no changes to documents will be accepted and no documents will be returned, under any circumstances.

(3) The examination admission card will be issued online. For details, check the Graduate School of Engineering website. [http://www.t.u-tokyo.ac.jp/soe/admission/general_guideline.html](http://www.t.u-tokyo.ac.jp/soe/admission/general_guideline.html)

(4) Those who wish to enter the university while still being employed are required to submit upon entry to the university, a Letter of Approval (in any format) from their employer (as long as the one who approves you holds a higher position than you, then the exact position does not matter) certifying that their “in office status” does not in any way interfere with them entering the university.

(5) Persons with disabilities may require special consideration when taking examinations and attending courses. Such persons are requested to contact either the School of Engineering Administrative Division (refer to 10. Contact) or the Administration Office for the department to which the application is being sent (before submitting the application).

(6) Non-Japanese applicants must have a visa that will allow admission to a Japanese graduate school, as stipulated in the “Immigration Control and Refugee Recognition Act (Law No. 319, 1951),” by the time of admission procedures.

(7) Under some circumstances, application procedures, examination dates and way of conducting, and other details may be subject to change.

(8) Once paid, examination fees will be non-refundable under any circumstances.

(9) After the admission process has been complete, no admission fees will be returned under any circumstances.

(10) Personal information obtained through the application process, including the applicant’s name and address, will be used for: 1) selection of applicants (application processing, selection); 2) announcement of successful applicants; and 3) admission procedures. For successful applicants, this personal information will be used for: 1) administrative purposes (school registration, core studies, etc.); 2) student support (health management, employment support, applications for scholarships and exemptions from tuition fees, use of libraries, etc.); and 3) operations related to the collection of tuition fees.

(11) The examination results used to select entrants may be used in future studies for the improvement of both the entrance examination and the education at the University of Tokyo.

(12) In the event of an unexpected situation such as a natural disaster, please note that information related to entrance examinations will be offered on the Graduate School of Engineering website.

9. Response to fraud
If any false statement or forgery is found in the application documents, or if there is clear evidence that there was any fraudulent activity during the examination, that student’s admittance may be canceled even after enrolling in or going on to a graduate school.
10. Contact
7-3-1 Hongo, Bunkyo-ku, Tokyo 113-8656
Graduate School Team, Administrative Division, School of Engineering, The University of Tokyo
Tel: 03(5841)6038, 7747
E-mail: daigakuin.t@gs.mail.u-tokyo.ac.jp

The University of Tokyo has established the “The University of Tokyo Security Export Control Regulations” in accordance with Japan’s “Foreign Exchange and Foreign Trade Act”, and rigorously screens potential international students on the basis of these regulations.

Please be aware that international applicants who fall under any of the conditions set out in said regulations may not receive permission to enroll at the university or may have their research activities restricted.

Details can be obtained from the following website: Office of Export Control
https://www.u-tokyo.ac.jp/adm/export-control/ja/rule.html (Japanese only)