2020

Graduate School International Doctor's Program Application Guidelines

Graduate School of Science and Engineering Aoyama Gakuin University

For detailed information on the Graduate School of Science and Engineering and its entrance examination,
please visit the official website of Aoyama Gakuin University
(http://www.aoyama.ac.jp/en/)

The Educational Policy of Aoyama Gakuin

Aoyama Gakuin has as its aim education based upon the Christian faith and as its purpose the building up of persons who live in sincerity before God, who seek for truth with humility, and who actively take responsibility for all people and for society in a spirit of love and service.

The Mission of Aoyama Gakuin University

Aoyama Gakuin University is an educational and research institution based on the Educational Policy of Aoyama Gakuin which is to serve God and persons, contributing to society as the Salt of the Earth and Light of the World.

Our institution nurtures persons who, with a sound understanding based on global perspectives, possess the wisdom and strength with which to discover and solve issues personally. This is achieved through a wide range of barrier free academic research that pursues service and commitment to humanity.

With respect for one another and the traditions of our institution, all faculty members, personnel and students are making an effort towards the creation of a university that is able to respond to the needs of its era.

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I. Admission policies, Curriculum Policies and Diploma Policies

<Chemistry Course>

[Admission Policy]

(1) Knowledge & Skills

The Doctoral Program requires students to understand and have university graduate level knowledge of the necessary foreign language content, mathematical and specialist subject content, etc., required to study specialist fields, and to understand the basic fundamentals of chemistry.

(2) Thinking, Judgment & Expressive Abilities

Students should be able to consider things logically from various aspects, and to express and communicate their own thoughts in an easily understandable manner; at a university graduate level.

(3) Motivation, Interest & Attitude

In addition to understanding the features of the course, students should have an interest in chemistry and the relationship between science & technology and society; and be motivated and interested in utilizing specialist knowledge and skills to contribute to wider society.

<Materials Science Course>

[Admission Policy]

(1) Knowledge & Skills

The Doctoral Program requires students to understand and have university graduate level knowledge of the necessary foreign language content, mathematical and specialist subject content, etc., required to study specialist fields, and to understand the basic fundamentals of materials science.

(2) Thinking, Judgment & Expressive Abilities

Students should be able to consider things logically from various aspects, and to express and communicate their own thoughts in an easily understandable manner; at a university graduate level.

(3) Motivation, Interest & Attitude

In addition to understanding the features of the course, students should have an interest in materials science; and be motivated and interested in utilizing specialist knowledge and skills to contribute to wider society.

<Biological Science Course> [Admission Policy]

(1) Knowledge & Skills

The Doctoral Program requires students to understand and have university graduate level knowledge of the necessary foreign language content, mathematical and specialist subject content, etc., required to study specialist fields, and to understand the basic fundamentals of biology, molecular biology, biochemistry, biophysics, bioinformatics and bioanalytical chemistry, etc.

(2) Thinking, Judgment & Expressive Abilities

Students should be able to consider things logically from various aspects, and to express and communicate their own thoughts in an easily understandable manner; at a university graduate level.

(3) Motivation, Interest & Attitude

In addition to understanding the features of the course, students should have an interest in biological science; and be motivated and interested in utilizing specialist knowledge and skills to contribute to wider society.

<Electrical Engineering and Electronics Course>

[Admission Policy]

(1) Knowledge & Skills

The Doctoral Program requires students to understand and have university graduate level knowledge of the necessary foreign language content, mathematical and specialist subject content, etc., required to study specialist fields, and to understand the basic fundamentals of electrical engineering and electronics.

(2) Thinking, Judgment & Expressive Abilities

Students should be able to consider things logically from various aspects, and to express and communicate their own thoughts in an easily understandable manner; at a university graduate level.

(3) Motivation, Interest & Attitude

In addition to understanding the features of the course, students should have an interest in electrical engineering, electronics and other related fields; and be motivated and interested in utilizing specialist knowledge and skills to contribute to wider society.

<Intelligence and Information Course>

[Admission Policy]

(1) Knowledge & Skills

The Doctoral Program requires students to understand and have university graduate level knowledge of the necessary foreign language content, mathematical and specialist subject content, etc., required to study specialist fields, and to understand the basic fundamentals of information technology and its related fields.

(2) Thinking, Judgment & Expressive Abilities

Students should be able to consider things logically from various aspects, and to express and communicate their own thoughts in an easily understandable manner; at a university graduate level.

(3) Motivation, Interest & Attitude

In addition to understanding the features of the course, students should have an interest in information technology; and be motivated and interested in utilizing specialist knowledge and skills to contribute to wider society.

<Management Technology Course>

[Admission Policy]

(1) Knowledge & Skills

The Doctoral Program requires students to understand and have university graduate level knowledge of the necessary foreign language content, mathematical and specialist subject content, etc., required to study specialist fields, and to understand the basic fundamentals of management systems engineering.

(2) Thinking, Judgment & Expressive Abilities

Students should be able to consider things logically from various aspects, and to express and communicate their own thoughts in an easily understandable manner; at a university graduate level.

(3) Motivation, Interest & Attitude

In addition to understanding the features of the course, students should have an interest in management technology; and be motivated and interested in utilizing specialist knowledge and skills to contribute to wider society.

II. Program Overview

[1] Time and Year of Entrance

Students enter the Graduate School in September. The school year starts on September 11,2020.

[2] Duration

The duration of the Doctor's program will be three years of full-time study.

[3] Awarded Degree

Graduate Students may pursue studies leading to any of the following degrees:

Doctor of Science

Doctor of Engineering

[4] Course Details

The Graduate School of Science and Engineering consists of one department, the Department of Science and Engineering, which includes the following eight Courses.

(1) Chemistry Course:

The course consists of three fields: physical chemistry, organic chemistry and inorganic analytical chemistry. Focusing on a wide range of molecular systems that include individual molecules and tissues showing organic functions and many other functions, the course bases its studies on the primary viewpoint of chemistry and broadens and deepens the students' knowledge of chemistry.

(2) Materials Science Course:

Focusing on the creation of substances with new functions, the course provides comprehensive studies concerning material design, device manufacture and other applications. Based on material physics, solid-state chemistry, materials science, thin-film engineering, electrical engineering and other fields, the course trains future leaders of most advanced materials science who are well informed on a broad range of issues.

(3) Biological Science Course:

The rapid progress in biological science is not only expanding new frontiers of science and technology, but also beginning to influence the human society. The aim of the Biological Science Course is to provide students with fundamental knowledge of molecular biology as a common basis to work in this wide field and to develop abilities to plan and carry out research on their own by joining the ongoing research on the structure, function and regulation of the biological molecules. Taking advantage of being a member of The Graduate School of Science and Engineering, we also encourage students to take part in the technical advancements in this field.

(4) Electrical Engineering and Electronics Course:

A broad range of laboratories, including circuit systems, communication theory, and materials accept graduate students. With the aim of establishing themselves as engineers and researchers, the students are focused on fields that support the foundation of modern societies and include energies, measurement / control, information / communications, electronic devices, materials and any related fields. Emphasis is placed on directed research and, in the process; we endeavor to provide students with the ability to think independently make discoveries and solve problems. Students advancing to the course need clear study goals to establish themselves as engineers and researchers.

(5)Intelligence and Information Course:

Education and research in the Intelligence and Information Course covers a wide range of computer and information related topics including human-computer interaction, natural language understanding, big data, computer vision, robotics, wearable devices, and network and web technology. The goal is to learn to create and master new technologies as well as to understand their role in human society.

(6) Management Technology Course:

The course teaches advanced management technologies applied in production systems, supply chain, business management, environmental management, quality management, and other related areas. By conceptualizing those technologies, the course emphasizes advanced data analysis, system modeling, and optimization techniques. The course enables students to acquire deep understanding the essence of advanced Japanese management systems, such as production systems, total quality management.

III. How to Apply

[1] Requirements for Application

Students who will apply and be accepted to the Graduate School International Doctor's Program can graduate from the Program by taking English courses conducted in English only.

Students with the following circumstances are eligible:

- 1. Those whom have obtained a Master's degree or professional degree, or those whom are expected to receive one by March 2020.
- 2. Those whom obtained a degree equivalent to a Master's degree or professional degree outside Japan or those whom are expected to receive one by March 2020.
- 3. Those designated by the Minister of Education, Culture, Sports, Science and Technology.
- 4. Those who completed the course designated by the Minister of Education, Culture, Sports, Science and Technology and received a degree equivalent to a Master's degree or professional degree at an educational facility in Japan positioned in a foreign school education system as having graduated from a course at a graduate school outside Japan and are expected to receive one by March, 2020.
- 5. Those who take and pass the examination administered by the Ministry of Education, Culture, Sports, Science and Technology (MEXT) proving that they have an academic ability equal to or greater than those who have a Master's degree.
- 6. Those who prove they have an academic ability equal to or greater than those who have Master's degree or professional degree by taking the individual examination for entrance eligibility at Aoyama Gakuin University and who are aged 24 years or older by the time of entrance.

In regards to point 6 for entrance examination, either of the following requirements must be met.

- Those who have at least 2 years of experience in the field of science and technology and demonstrate sufficient achievement after graduating from a university or completing a 16 years of education at accredited educational institutions outside of Japan.
- Those who have a research achievement which has demonstrated to have a value equal to or greater than that of a Master's thesis through books, academic papers, academic lectures, academic reports or patents.

Applicants should contact the research advisor to discuss his/her research plan, prior to the submission of application documents. (*2) If the email address of the desired research advisor is not on the Aoyama Gakuin University website, please contact us via email (in-rikou@aoyamagakuin.jp).

Applicants are required to acquire or renew their status of residence as "Student" which is defined in the Immigration Control and Refugee Recognition Act.

(*2) Please refer to the list of faculty members from here. For the email address of each professor, please contact us via email (in-rikou@aoyamagakuin.jp)
(http://www.aoyama.ac.jp/en/graduate/science/#faculty)

[2] Departments and Courses Accepting Applications, Number of Applicants Accepted, and Screening Process

The screening of applicants is based on the examination (application documents, and oral). Only those who pass the examinations and who have completed the entrance procedure are allowed to enter the Graduate School.

Course	Admission Quota	Screening Process
Chemistry		
Materials Science		
Biological Science		
Electrical Engineering	A C	Oral interview onsite in-person or
and Electronics	A few	via a phone,or video call
Intelligence and		
Information		
Management Technology		

[3] Admission Schedule

Application Period*	March 4, 2020 – March 19, 2020
Oral interview via a phone or on video system	April 1, 2020 – April 11, 2020
Notification of Examination Results**	April 17, 2020
Enrollment Confirmation/Tuition Fee	M. 91 9090
Payment Deadline*	May 21, 2020
Entrance	September 11, 2020

^{*} The application must be sent by International Registered Mail, and must arrive no later than the last day of the application deadline.

** The examination results will be posted on the bulletin board of the Graduate School of Science and Engineering located in the 1st floor of Building N

(http://www.aoyama.ac.jp/en/outline/sagamihara_campus.html#campus_map) and on the official website of the Aoyama Gakuin University (http://www.aoyama.ac.jp/en/). The examination results will also be sent out by EMS on the designated day. Applicants who have passed the examination will also receive a Certificate of Acceptance and other necessary documents for the admission procedure.

[4] Application Documents

The following is the list of documents that need to be submitted when filing an application (one copy each). All documents must be in English or Japanese, or must be accompanied by a translation into English or Japanese checked and authorized by a public organization.

1. Application for 2020 International Doctor's Program form

A international student application form for admission to the Graduate School of Aoyama Gakuin University (The form is specified by the University and must be filled in by the applicant.)

For the signature of the potential research advisor, please leave it blank.

2. Photograph

A photograph of the applicant, including the upper part of the body, without a cap or hat, no background color, 4 cm high x 3 cm wide, taken no more than three months prior to the application, to be pasted on the application form.

3. Certificate of Graduation (original only)

A certificate of graduation or completion or a certificate of expected graduation or completion of the last school the applicant attended or is currently attending. Note:Submission of a certificate of expected graduation or completion must be followed by a certificate of graduation or completion after the applicant graduates.

4. Academic Transcript (original only)

An academic Transcript from the last school from which the applicant graduated or is currently enrolled (must be either in English or Japanese)

5. Recommender list

Form specified by the University. One person is necessary, two persons are preferable. (*1)

6. Copy of Identification (Either i) or ii) below)

 i) Photocopies of passport (the page(s) with name, nationality and status of residence should be provided) ii) Photocopies of certificate of residence (information such as status of residence, period of stay, date of expiration and residence card No. should be provided)

7. Research Plan

About 1000 words in English. (A4 size or letter size)

8. Proof of English Proficiency

For those who have not received undergraduate/graduate education in English, please submit an official score report or certificate of exams with a score of TOEFL or IELTS.

For those who have received education in English, please obtain an official proof letter from the graduated university.

9. Examination Fee Payment Proof Affixing Form

Proof of payment or remittance from a convenience store, by credit card or through bank remittance must be attached to the designated sheet and submitted.

- * For the payment method for the entrance examination fee, refer to the following [6].
- (*1) Aoyama Gakuin University will directly contact the recommender(s) to whom applicant provided in the Recommender List. Please inform your recommender(s) in advance.

[5] Address for Applications

Prepare all necessary documents for application and mail them to the address below within the application period.

Aoyama Gakuin University (Sagamihara Campus)
Academic Affairs Division
5-10-1 Fuchinobe, Chuo-ku
Sagamihara, Kanagawa
252-5258, Japan

E-mail:in-rikou@aoyamagakuin.jp

[6] Examination Fee

35,000 yen

The examination fee must be paid within the application period.

Payment method for the entrance examination fee

The payment options are as follows:

For Applicants Living Outside of Japan-----

Payment by credit card

After finished making the payment by credit card, the applicant will receive an email with the URL (https://e-apply.jp/n/gs-aoyama-eng). Please log in to the URL to print out the "Application information 【申し込み詳細】". This is to prove that you have made your payment by a credit card. Send a copy of the "Application information" to the address written in [5] Address for Applications, together with the other application documents. Make sure that you keep one copy of the "Application information" for your reference.

Payment through bank transfer

Please pay for the examination fee through the bank possible for overseas remittance. A copy of the payment proof should be sent to the address written in [5] Address for Applications, together with the other application documents. Make sure that you keep the original payment proof for your reference.

If any changes are made on the proof, amount is being changed, or no receipt stamp is on the proof, the proof may not be valid. Furthermore, the bank remittance made after the deadline date is not permitted.

Please note that the fee will not be refunded in any case.

For the bank account information, please refer to [Bank account information].

For Applicants Living in Japan-----

Payment by credit card

After finished making the payment by credit card, the applicant will receive an email with the URL (https://e-apply.jp/n/gs-aoyama-eng). Please log in to the URL to print out the "Application information 【申し込み詳細】". This is to prove that you have made your payment by a credit card. Send a copy of the "Application information" to the address written in [5] Address for Applications, together with the other application documents. Make sure that you keep the original "Application information" for your reference.

Payment at a convenience store in Japan (in Japanese only)

After making the payment at a convenience store, the applicant will receive a "receipt 【収納証明書】." Make a photocopy of the receipt and send it to the address written in [5] Address for Applications, together with the other application documents. Make sure that you keep the original receipt for your reference.

attach the issued "payment proof" or "receipt" on the designated sheet.

Payment through bank transfer

Please pay for the examination fee at any bank teller in Japan (except at Japan Post or Japan Post Bank).

A copy of the payment proof should be sent to the address written in [5] Address for Applications, together with the other application documents. Make sure that you keep the original payment proof for your reference.

If any changes are made on the proof, amount is being changed, or no receipt stamp is on the proof, the proof may not be valid. Furthermore, the bank remittance made after the deadline date is not permitted.

Please note that the fee will not be refunded in any case.

[Bank account information]

Paying bank	Sumitomo Mitsui Banking Corporation
Branch	Shibuya Branch
Swift code	SMBCJPJT
Bank address	20-2 Udagawa-cho, Shibuya-ku, Tokyo JAPAN 150-0042
Account number	A/C 8994276
Account name	AOYAMA GAKUIN KENTEI (DAIGAKUIN B)
Address	4-4-25 Shibuya, Shibuya-ku, Tokyo JAPAN 150-8366

[7] Date and Location of the Examination

Applicant will be contacted by the research advisor he/she has emailed prior to his/her application. Please set the interview date and time with the research advisor for the interview to be conducted.

Important

- (1) The application is invalid if any of the above documents are missing or incomplete or if the acceptance period has expired.
- (2)Documents and fees that have been submitted will not be returned under any circumstances.

IV. Admission Procedure

Successful applicants are required to pay the specified admission fee and send the necessary documents to complete the admission procedure no later than the deadlines set for the admission procedure.

The documents will not be accepted at any time other than that specified below under any circumstances.

Applicants who fail to complete the admission procedure by the deadline are deemed to have withdrawn their application.

[1] Address for Applications



Deadline: March 19, 2020

The documents below must be sent via International Registered Mail and must arrive at the above address by the deadline date.

*Please refer to the admission Registration Guide which will be sent to the successful applicant at a later time.

[2] Documents required

Documents required to be arrive by postal mail on or before the deadline.

- 1. Written pledge, certification(forms specified by the University)
- 2. School registration form (specified by the University)
- 3. Certificate of graduation or completion and a list of the applicant's grades (original only)Only where the applicant took the examination before officially graduating from the previous school.
- 4. Notice of payment (the form specified by the University)

 If you are applying in Japan: The notice submitted to the Graduate School must

contain a bank seal indicating that the money has been paid.

If you are applying from overseas: A bank check denominated in yen

5. Photograph (4 cm high x 3 cm wide, to be pasted onto the student ID card.)



For documents 1~4,please send them by PDF files as well. in-rikou@aoyamagakuin.jp

Documents required to be submitted after entering the University.

- 6. Address registration form (specified by the University)
- 7. Certificate of residence or certificate of entry in the resident card (not necessary where the applicant has already submitted the form when filing an application)

 The document should be issued within recent 3 months. The domicile of origin as well as the information of other family members are not necessary on your certificate of residence (certificate of entry in the resident card).

Notes:

- (1) Documents that have been submitted will not be returned under any circumstances.
- (2) If any false statements are made in the application, the student's enrollment in the Graduate School will be nullified, even if the student has already enrolled.

[3] Tuition & Fees -for Academic Year 2020/2021

Applicant will be contacted by the research advisor he/she has emailed prior to his/her application.

(Amounts in Japanese Yen)

	Doctor's Program		Remarks
	Entrance fee	290,000	Payment only in the student's first year
Sc	Tuition	435,000	Annual fee
hool	Facility and equipment usage fee	100,000	Annual fee
School expenses	Ongoing enrollment fee	80,000	Annual fee
ses	Educational activity fee	110,000	Annual fee
	Subtotal	1,015,000	
Me	Support group fee	5,000	Annual fee
mber	* Alumni association fee	30,000	Payment only in the student's first year
Membership fees	Science and Engineering Society	4,000	Annual fee
èes	Subtotal	39,000	
	Total (1st year)	1,054,000	

^{*} The Alumni association fee may be fully refunded, if applied at the Alumni Association, at the time of withdrawal or expelled from the Graduate School.

Remarks

1. Revision of school expenses

School expenses may be revised due to economic situations. In this case, the revised expenses may apply to students enrolled at that time.

2. Admission Withdrawal Request

If the successful applicants should decline his/her entrance to the Graduate School after he/she has completed the admission registration procedure, he/she should inform the Graduate School by September 13. In that case, fees excluding admission fee will be refunded. For details, please contact via email (<u>in-rikou@aoyamagakuin.jp</u>) in advance.

V. Scholarships

Aoyama Gakuin University offers various types of scholarships. For details, including the scholarships offered by the outside institutions, please refer to the below website. http://www.aoyama.ac.jp/en/prospective/scholarships_support.html

VI. Housing

The Graduate School owns a dormitory exclusive for International students. However, as the number of rooms is limited that not all International students may be permitted to move in. The admission permit to the Graduate School is issued regardless of whether or not the successful applicant needs to arrange for his/her dormitory. Please note that the successful applicant should look for his/her housing and take his/her necessary procedure on his/her own.

http://web.iec.aoyama.ac.jp/english/exchange/housing.html.

VII. Payment by credit card

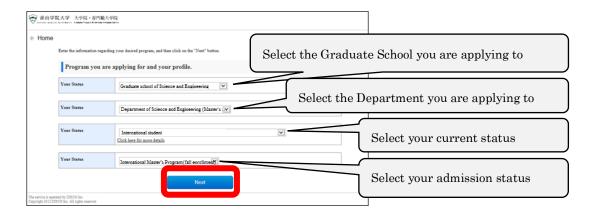
Access the following URL

https://e-apply.jp/n/gs-aoyama-eng









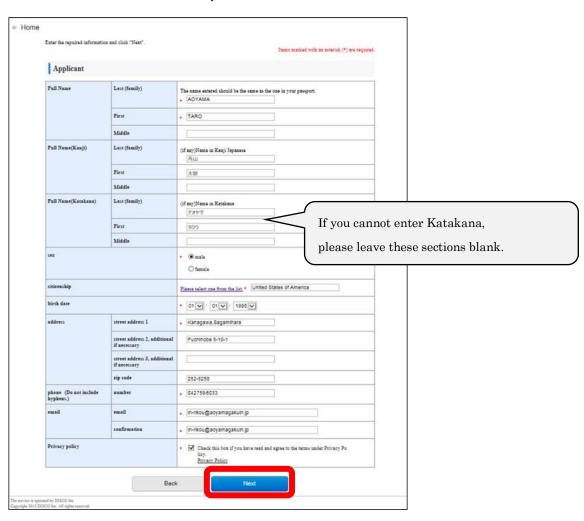
1st Selection Graduate School of Science and Engineering

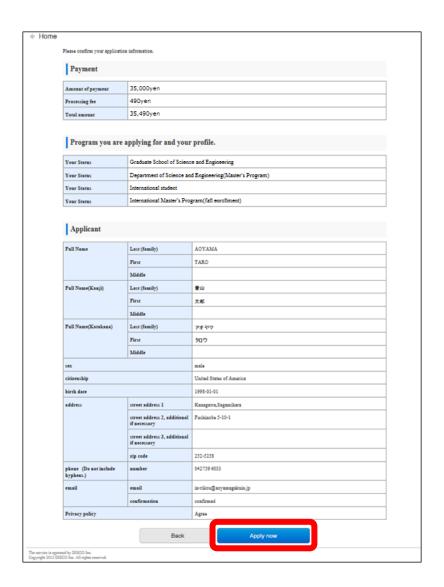
2nd Selection Department of Science and Engineering(International Doctor's Program)

3rd Selection International student

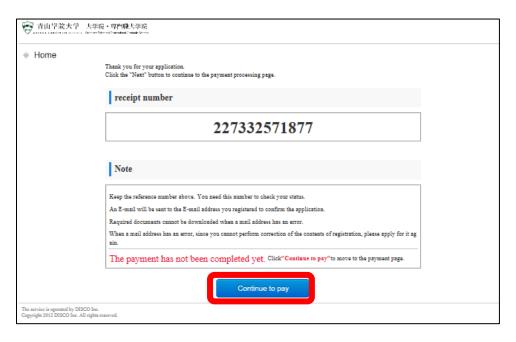
4th Selection International Doctor's Program(Fall enrollment)



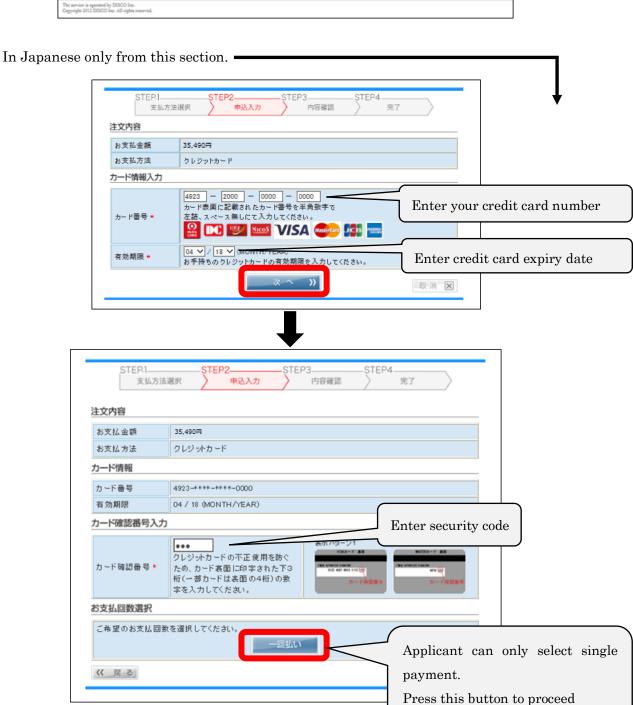










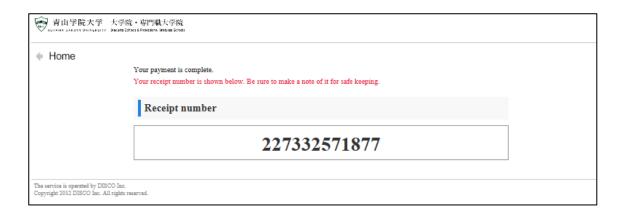








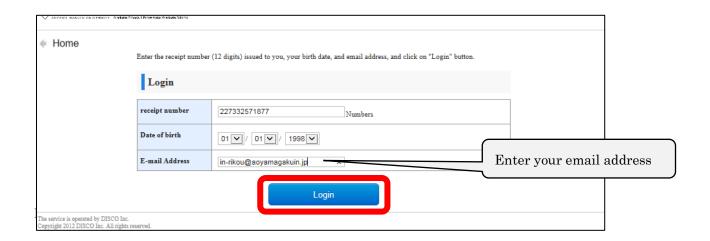


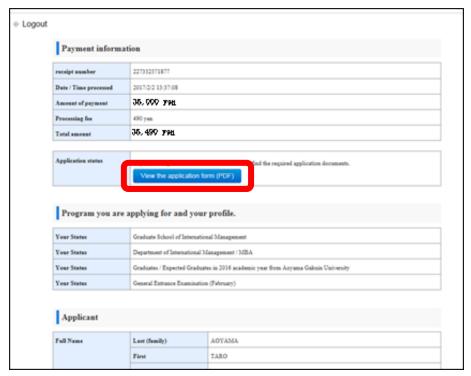


Applicant will receive on email.



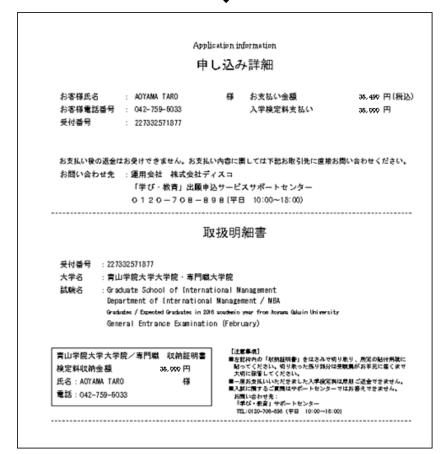




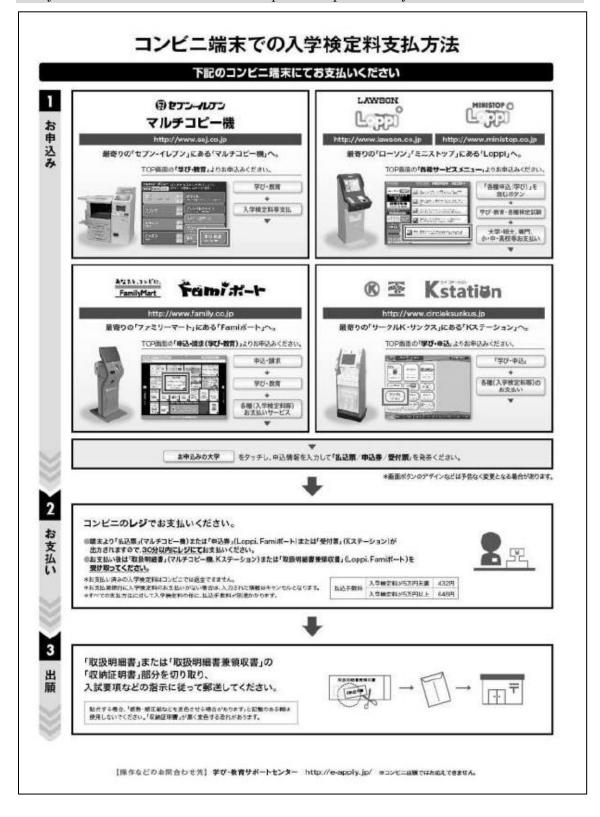


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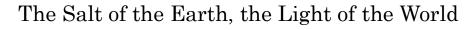
Please print this page and send it to the address written on page 14 together with other application documents.



MEMO	

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The Motto of Aoyama Gakuin

Graduate School of Science and Engineering Aoyama Gakuin University

5-10-1 Fuchinobe, Chuo-ku, Sagamihara, Kanagawa 252-5258, JAPAN $\hbox{E-mail:in-rikou@aoyamagakuin.jp}$

Application for 2020 International Doctor's Program the Graduate School of Science and Engineering, Aoyama Gakuin University

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		course	No.		
		course			
	Appl	icant's name			
Family Name :	Given Name		Middle Name :		1
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					here with your name on the back.
Gender (Please tick one)	I A I	Data of Dist	. ()	T	Photo size should be 3x4cm.
Gender (Flease tick one)	Age	Date of birti	n (mm/dd/yyyy)		_
\square Male \square Female					
	<u> </u>				
Nationality			Residential	Status (if appl	icable)
Native Langua	ge		Period of Stay (n	nm/dd/yyyy)(if	applicable)
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		From		to	
		•			
Current home address					
Home Address					
Home Phone Number					
Mobile Phone Number					
Home FAX Number					
E-mail					
Educational Background (state			n school)		
Name of Institution		eriod	Major	Name of	Degree Awarded
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Application for 2020 International Doctor's Program the Graduate School of Science and Engineering, Aoyama Gakuin University

	of Organization	Period (mm/yyyy)		Title
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	For those who ha	ve not received un	dergraduate/graduate e	education in English.
	TOEFL score		Test Date (mm/dd/yyyy)	
	IELTS score		Test Date (mm/dd/yyyy)	
		ve received educat a official proof lette	tion in English er from the graduated u	niversity)
	(please submit ar			
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lans after				
	Doctor's Program an (Please tick)	r plan of research by	another A4 or letter size	sheet in about 1000 words in Englis
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Application for 2020 International Doctor's Program of the Graduate School of Science and Engineering, Aoyama Gakuin University

Fill in your recommender's/ recommenders' details below and submit it together with other application documents. Aoyama Gakuin University will directly contact the recommender(s) to whom applicant provided in the Recommender List. Please inform your recommender(s) in

Applicant's Name		Applicant No.	*Please leave this box blank
Recommender Inform	nation 1		
Name			
Organization			
Title		Phone	
Address			
E-mail			
Recommender Inform	nation 2		
Name			
Organization			
Title		Phone	
Address			
E-mail			
Recommender Inform	nation 3		
Name			
Organization			
Title		Phone	
Address			
E-mail			

If you need more than one sheet, please photocopy this.

Admission Ticket

Aoyama Gakuin University Graduate School of Science and Engineering International Doctor's Program

2020

Graduate School	*Please leave this box blank			
Internation	Applicant No.			
Science and Engi				
		Course		
Applicant's name				
*Please leave this box blank		*Please leave this box blank		
		Examination Fee	Receipt stamp	
			€	

Cutoff line

Examination Fee Payment Proof Affixing Form

*This form is not required if the applicant is living outside of Japan.

Graduate School of Science and Engineering Department of Science and Engineering International Master's or Doctor's Program				Course
Applicant's Name	J	Applicant No.	*Please leave this box blank	

Please affix either of two proof of examination fee payment in the box provided below.

- ①【収納証明書】Credit card payment proof or the payment proof received at the convenience store in Japan
- ②【振込証明書】Proof of remittance (if paid at the bank in Japan)

①【収納証明書】

(Credit card payment proof or the payment proof received at the convenience store in Japan)

*Affix the proof using glue.

②【振込証明書】	(大学院提出用)
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(Proof of remittance)

*After making the payment at the bank, make sure that the bank's receipt seal is stamped on the receipt/proof. Please note that the receipt/proof is invalid if you have modified the amount on the payment slip.

Affix the proof using glue.

Graduate School of Science and Engineering

Aoyama Gakuin University