

2010 Academic Year

Guidelines for Applicants to Doctoral Course

Graduate Program in Sustainability Science

Graduate School of Frontier Sciences

The University of Tokyo

[Objective in the education and research at the Graduate School of Frontier Sciences (GSFS)]

The objective at our graduate school is to educate and research on creation of new erudite field through academic assimilation. We will daringly challenge outstanding issues that humans face in response to the modern society's demands and changes. Training of internationally-minded professionals with a view of inter-discipline and a high capability in problem solution will, we believe, contribute to the realization of a better society.

[Expected nature of student at the Graduate School of Frontier Sciences (GSFS)]

It is an urgent need for the humankind to establish relevant methodologies for solving various problems that the world is currently facing with. This should be done through development of new academic disciplines based on transdisciplinary approaches. For such a purpose, it is necessary to analyze and restructure the core issues related to these problems by integrating various methodologies adopted from different disciplines. Therefore, The Graduate School of Frontier Sciences would like to admit students who have the following nature:

- 1) students who have in-depth understanding on liberal arts as well as a specific academic discipline at the graduate level,
- 2) students who have a willingness to learn a broader range of academic disciplines and competencies to take a leadership, and
- 3) students who have a strong motivation and relevant capability to contribute to the international society in the future.

[Outline]

The purpose of the Graduate Program in Sustainability Science (GPSS) is to raise professionals with the skills and international outlook to contribute to the realization of a sustainable society at the socially-, culturally- and economically- diverse international world. This program emphasizes transdisciplinary approaches which seek fusion of existing academic disciplines by interactions among diverse students and faculty members. Whereas the master's course focuses on training professionals, who will practically contribute to the society, through structured lectures on sustainability issues and practical courses where case studies are examined, the doctor course is more research-oriented and trains researchers as global leaders who can create a new academic field by themselves through structuring relevant knowledge scattering in many different disciplines and boundary areas among them. In principle, all educational activities will be offered in English, and consequently the entrance examination will also be given in English only. Those that complete the program are presented with a ph. D. in Sustainability Science.

1. Eligibility for Application

- (1) Those on whom a Master's degree or a Specialist degree has been conferred or are expected to be conferred by March 31, 2010.
- (2) Those on whom a Master's degree has been conferred or are expected to be conferred by March 31, 2010, in accordance with Article 104 Paragraph 4 of the School Education Law^(Note 1).
- (3) Those on whom a Master's degree or a Specialist degree in a foreign country has been conferred or are expected to be conferred by March 31, 2010.
- (4) Those on whom a Master's degree or a Specialist degree has been conferred or are expected to be conferred by March 31, 2010, by taking in Japan correspondence courses provided by a school in a foreign country.

- (5) Those on whom a Master's degree or a Specialist degree has been conferred or are expected to be conferred by March 31, 2010, by completing a program in an education facility in Japan designated by the Minister of Education, Culture, Sports, Science and Technology that provides courses of a foreign university within the school education system of a foreign country.
- (6) Those who completed university education, and who then have spent two or more years at research in overseas universities or research institutions, or those who are expected to have spent two or more years in such institutions by March 31, 2010 (for those wishing to enter in October 2009, by 30 September 2009), and who have been recognized by the GSFS as having abilities that are at least equivalent to holders of a Master's degree or a Specialist degree.
- (7) Those who completed 16 years of school education in a foreign country, or who completed 16 years of school education of a foreign country through correspondence courses provided in Japan by a foreign school of said country, and who then have spent two or more years at research in overseas universities or research institutions, or those who are expected to have spent two or more years in such institutions by March 31, 2010 (for those wishing to enter in October 2009, by 30 September 2009), and who have been recognized by the GSFS to have an academic ability that are at least equivalent to holders of a Masters degree or a Specialist degree^(Note 3).
- (8) Those over 24 years old as of March 31, 2010, whom the GSFS has authorized, through individual screening of entrance qualifications, as having abilities that are at least equivalent to holders of a Master's degree or a Specialist degree^(Note 3).

Those who are currently graduate students will be regarded as expected graduates and are eligible to apply. Accordingly, individual screening of entrance qualifications will be exempted.

(Note 1)

Those falling under (2) above are those on whom a Master's degree from the National Institution for Academic Degrees or the National Institution for Academic Degrees and University Evaluation has been conferred, or is scheduled to be conferred.

(Note 2)

Those who intend to apply according to the qualifications outlined in (3) and (4) above must contact Student Affairs Section (Ref. 5 (3)) for qualifications and submitting documents prior to applying, because screening methods may be different.

(Note 3)

Those who intend to apply according to the qualifications outlined in (6) and (7) above must have their qualifications evaluated prior to applying, and therefore must submit the forms specified by Student Affairs Section (Ref. 5(3)) by Monday June 1, 2009, while confirming the application period (Ref. 5(2)). Contact Student Affairs Section (Ref. 5(3)) for qualifications and submitting documents.

(Note 4)

- ① Those who fall under (8) above are those who do not fall under (1) through (7) above and are recognized, through individual screening of entrance qualifications by the GSFS, as having abilities at least equivalent to holders of a Masters degree or a Specialist degree.
- ② Those who intend to apply under (8) above shall submit the documents designated by Student Affairs Section (Ref. 5 (3)) by the day designated in Note 3 above, while confirming the application period (Ref. 5(2)), as qualifications are screened individually before submission of application. Contact Student Affairs Section (Ref. 5(3)) about qualifications and submitting documents.
- ③ Those who are recognized, through screening of qualifications, as having abilities at least equivalent to holders of a Master's degree or a Specialist degree will be permitted to apply and take the entrance examination.

2. Admission Quota

- (1) Each student in the Graduate Program in Sustainability Science shall formally belong to one of the four departments listed below, but shall take the program's independent curriculum.

Department	Admission Quota
Department of Natural Environmental Studies	The number of students admitted must be included in the sum of admission quotas of the four departments listed above and will be determined by comprehensively considering the results of examinations.
Department of Environment Systems	
Department of Human and Engineered Environmental Studies	
Department of Socio-Cultural Environmental Studies	

- (2) This guideline is for applicants enrolling in April 2010, Enrollment in October 2009 maybe permitted in some cases.

3. Screening Method

The screening method is as follows;

SCREENING METHOD		
First-stage	Assessment of application documents and short essay ^(Note 1)	
Second-stage	Preliminary Examination	English ^(Note 2)
	Second Examination	Oral Examination

(Note 1)

Those who have completed, or are expected to complete, a master course of the Graduate Program in Sustainability Science, shall be exempted from submitting a short essay.

(Note 2)

Those who have completed, or are expected to complete, a master course of the GSFS, shall be exempted from taking the preliminary examination.

- (1) Elements of English ability, short essay, oral examination, research plan, letter of recommendation, and academic transcripts from institution previously attended will be comprehensively considered for screening.
- (2) The first-stage is conducted by examining application documents, which are the academic transcripts, research plan, letter of recommendation, and short essay. The result of the first-stage screening will be sent to each applicant around Friday, July 17, 2009.
- (3) Those who pass the first-stage are qualified to proceed to the second-stage.
- (4) The second-stage (preliminary and second examination) will be carried out in English.
- (5) TOEFL score is utilized to confirm English ability. Applicants must select one of the following methods.
 - ① Submit a TOEFL score result.
TOEFL scores taken after September 1, 2007 are acceptable. Applicants must submit a TOEFL score, which should be a photocopy of the "Examinee's Score Record", to the Student Affairs Section (Ref. 5(3)) in person no later than Thursday August 20, 2009. At the same time, applicants need to ask Educational Testing Service (ETS) to send an "Official Score Report" to "Graduate School of Frontier Science, the University of Tokyo, DI (Designated Institution) Code 8001".
 - ② Take the TOEFL-ITP that will be held on Tuesday August 25, 2009 for applicants of the Graduate Program in Sustainability Science.

Applicants who wish to take the TOEFL-ITP must mark the applicable section on the reverse side of the application form. TOEFL-ITP is an English examination prepared by the Graduate Program in Sustainability Science and the score result will not be revealed. Further, the score is not officially valid.

- ③ Choose both ① and ②.

In this case, the higher score from either the TOEFL or TOEFL-ITP will be adopted. Please see page 7 for more details.

4. Examination Schedule and Venue

SECOND-STAGE		DATE	VENUE
Preliminary Examination	TOEFL-ITP	Tuesday August 25, 2009	Environmental Studies Building, Kashiwa Campus (scheduled)
Second Examination	Oral Examination	Wednesday August 26, 2009	Environmental Studies Building, Kashiwa Campus (scheduled)

- (1) TOEFL-ITP is only for those who wish to take.
- (2) Detailed information about the schedule and venue will be sent to applicants along with an exam ticket which is scheduled to be sent on July 17, 2009.

5. Application

- (1) **Applications will only be accepted by post mail.**

Post a completed set of application documents (Ref. 6) via express registered mail. Use the designated envelope provided by the Graduate School of Frontier Science.

- (2) Application period

From Tuesday June 23 to Monday June 29, 2009

* Envelopes need to be received by Wednesday July 1, 2009 and postmarked no later than Monday June 29, 2009.

- (3) Mailing address

Student Affairs Section
 Building of Transdisciplinary Sciences, 1F
 Graduate School of Frontier Sciences, the University of Tokyo
 5-1-5 Kashiwa no ha, Kashiwa city, Chiba
 277-8561

* Phone: 04-7136-4007~4009

- (4) Exam ticket

An exam ticket is required to take the exam. The ticket will be sent to only those who pass the first-stage by regular mail. If the exam ticket does not arrive by July 24, 2009, please check with Student Affairs Section (Ref. 5(3)).

6. Application Documents

- (1) Application form (use the form designated by the GSFS with all required area filled out)
- (2) Transcript of academic record from institute previously attended, including transcript of a bachelor course, master course or specialist course. If you change your institute, include a transcript from the former university or college.

* Those who have completed, or are expected to complete, a master course of the Graduate School of Frontier Science, shall be exempted from submitting a transcript.

- (3) Those who have graduated from a graduate school by the time of application must include a certificate of graduation.
- (4) Those who desire to enroll while employed at a company, government or municipal office must submit a Research Plan (approximately 2 pages of A4 size paper) at the time of application.
- (5) Screening fee of JPY 30,000.

Only bank transfers are acceptable. Please use the form designated by the GSFS for transfer. The Student Affairs Section does not accept any money transfers through the Post office, ATM or online banking. After making the transfer, retain sheets B and C from the bank. Keep sheet B as a receipt with you. Attach sheet C to the designated place on the reverse side of the application form.

Those falling under the following conditions shall be exempted from screening fees.

- ① Those who will have been conferred a Master's degree or a Specialist degree by a graduate school of the University of Tokyo by March 2010.
 - ② International students with a MEXT scholarship¹. Applicants who are MEXT scholars at universities other than the University of Tokyo must submit a certificate proving status as a MEXT scholar.
- (6) Four return envelopes
Use the envelope designated by the GSFS. Write your name and address on the front side. One of the four envelopes must have a JPY 410 stamp affixed.
 - (7) Research plan

Describe the theme and content of your research that you wish to conduct at the Graduate Program in Sustainability Science and names of three faculty members who you wish to be supervised. The research plan must be typed on A4 size paper in English. It shall not exceed three pages in length. (12 point, single spaced, and your name must be appeared on pages) At least one faculty member must be selected from the faculty list shown in the website of the Graduate Program in Sustainability Science. The other two faculty members may be selected from the prospectus of the Division of Environmental Studies, the Graduate School of Environmental Studies.

- (8) Letter of recommendation
Submit a Letter of Recommendation either in English or Japanese from your supervisor (or equivalent) from the institute previously attended. Recommenders should seal their letters in envelopes.
- (9) Non-Japanese applicants must submit a certificate of graduation from each college and graduate school previously attended. If you are a currently enrolled student, please include a certificate of expected graduation. The certificate needs to be translated into English unless it is in Japanese. Those who have completed a master course or a specialist course at a graduate school of the University of Tokyo, including those who are expected to complete by March 31, 2010, are exempted from submitting a certificate of graduation.

- (10) Short essay

The theme and form of short essay will be open to public on June 1, 2009 on the web

¹ MEXT scholarship...Japanese Government (Monbukagakusho) Scholarship

below.

URL: <http://www.sustainability.k.u-tokyo.ac.jp/index.html>

* Those who have completed, or are expected to complete, the master's course in Sustainability Science, shall be exempted from submitting a short essay.

7. Announcement of Result and Admission Procedures

- (1) Successful candidates will be announced on the bulletin board in the first floor lobby of the Building of Transdisciplinary Sciences at 10 am on Friday September 11, 2009. In addition a letter stating your results will be sent out to successful candidates only.
- (2) No telephone inquiries are accepted.
- (3) A certificate of admission and other related documents will be sent to the successful candidates on Friday February 26, 2010.
- (4) Students who receive a certificate of admission must pay enrollment fees and submit the admission document between Monday March 13 and Wednesday March 15, 2010. Instructions will be sent with the certificate of admission. If the proper admission procedures are not completed during the designated period, your admission will be cancelled.
- (5) A certificate of admission and other related documents for those who enroll in October 2009 will be sent out on Friday September 11, 2009. Students who receive a certificate of admission must pay enrollment fees and submit the admission document between Thursday September 24 and Friday September 25, 2009. Instructions will be sent with the certificate of admission. If the proper admission procedures are not completed during the designated period, your admission will be cancelled.
- (6) Academic Fees and Expenses
(MEXT scholars are exempted from paying these fees)
 - ① Enrollment Fee: JPY 282,000 (subject to change)
 - ② Tuition Fee for Spring Semester: JPY 260,400
(subject to change, the annual fee is JPY 520,800.)

8. Notes

- (1) A supervisor will be selected within about one month after enrollment based on mutual agreement between the student and supervisor through guidance and individual discussion with professors you have mentioned on application forms.
- (2) Applicants who wish to apply for a doctor course in the Graduate Program in Sustainability Science cannot apply for of any other departments at the GSFS. Please refer to the separate 2010 Academic Year Guidelines for Applicants to Doctor Course in the Graduate School of Frontier Sciences for application to other departments at GSFS.
- (3) Any documents sent in connection with the application cannot be returned or revised after submission under any circumstances.
- (4) Applicants with physical disabilities who require special consideration at the examination etc. should inquire at Student Affairs Section (Ref. 5(3)) at the time of application.
- (5) Those whose nationality is not Japanese must hold resident status that permits enrollment in graduate schools as stated in the Immigration and Refugee Recognition Act (1951 Government Ordinance No. 319). This status must be acquired by the time of enrollment.
- (6) Those who desire to enroll while employed at a company, government or municipal office must submit a letter of agreement written by their director permitting the student to put the first priority on research while enrolled at university. Format is open.
- (7) Application procedures and examination schedule may change if circumstances so require.
- (8) Screening fees will not be refunded under any circumstances.
- (9) Enrollment fees will not be refunded after completion of the admission procedures under any circumstances.

- (10) Personal information submitted to the University of Tokyo, including your name and address, will be used only for the following:
- Entrance Examination
 - Notification of Result
 - Admission Procedure
 - Student Affairs
 - Student Support
 - Tuition Management

April 2009

[Submission of TOEFL Score Sheet and Details regarding TOEFL-ITP]

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*** TOEFL tests include [1] TOEFL-PBT, [2] TOEFL-iBT and [3] TOEFL-ITP (tests offered by organizations other than the Graduate Program in Sustainability Science (scheduled to hold its own test on Tuesday, August 25, 2009)), but only scores from [1] and [2] will be counted.**

The following items related to the TOEFL score sheet must be submitted to the Graduate School of Frontier Science. (However, TOEFL score sheets must be from tests taken on or after September 1, 2007.)

- (1) A copy of the “Examinee’s Score Record” sent from ETS (Educational Testing Service) to the student
- (2) The “Official Score Report” sent directly to the school from ETS

The student must request that ETS send the “Official Score Report” to the Graduate School of Frontier Sciences, The University of Tokyo (Designated Institution (DI) Code: 8001, Department Code: 99). If the TOEFL has not yet been taken the student must provide these instructions at the time of the test.

The copy of the score sheet must be sent to the Graduate School of Frontier Science by Thursday, August 20, 2009. In the event the student has taken the TOEFL several times and ETS sends multiple score sheets, the one that matches the copy sent to the graduate school by the student will be used.

Note that the “Official Score Report” from ETS to the graduate school is sent from overseas and takes a considerable amount of time to reach us after the request is made. Therefore, it is recommended that the student send the request six or more weeks before the deadline for submission.

If the TOEFL-iBT has not yet been taken and the graduate school’s DI code (8001) is not listed on the computer screen at the time of the test, notify the test supervisor after the test and submit the application on a special form.

Note: Do not request the materials to be sent to the University of Tokyo (9259).

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The TOEFL-ITP held by the Graduate Program in Sustainability Science on Tuesday, August 25, 2009 is an English test implemented by the Graduate Program in Sustainability Science using the TOEFL Institutional Testing Program. The score from this TOEFL-ITP is used only for entrance into the Graduate Program in Sustainability Science and will not be made public. The test has no official validity.

*** This document is a translation from the authoritative Japanese version.**