

Application Guidelines for China Scholarship Council Applicants (2023)

How to request a certificate of admission for the academic year of 2023

1. Department choice

You must choose a department you would like to enroll in and a faculty member whom you prefer to have as your supervisor. Contact the faculty member of your choice directly and inquire about the possibility of him/her becoming your supervisor. Faculty information can be found on our website.

[Graduate School of Frontier Sciences, The University of Tokyo \(u-tokyo.ac.jp\)](http://u-tokyo.ac.jp)

2. Faculty choice and subsequent procedures

If you find a faculty member who is willing to be your supervisor, then submit all the following application materials to the International Liaison Office (ILO) of the Graduate School of Frontier Sciences (GSFS).

(a) **Original** One (1) Application Form

The official GSFS application form downloadable on web is the only form that will be accepted.

(b) **Original** One (1) Letter of Recommendation

The official GSFS recommendation letter form downloadable on web is the only form that will be accepted. This letter must be sealed up strictly by your recommender, who is preferably your current supervisor.

(c) **Original** One (1) Official Academic Record (transcript) or attested photocopy from the institute you have previously attended. (This document must either be in English or Japanese).

(d) **Original** One (1) Official Certificate of Graduation or attested photocopy from the institute you previously attended. (This document must either be in English or Japanese). If you have not been graduated from your university yet, please include a certificate of expected graduation from your current enrolling institution.

(e) In addition to the documents described herein from (a) to (d), some departments require applicants to submit additional documents. It varies by departments, so, please refer to “[Additional application documents by Department](#)” (attachment 1) and submit accordingly.

Caution: Please be advised that the affirmative acceptance by your supervisor of choice and the submission of application and supporting documents do not guarantee successful admission. The final decision lies with the GSFS Committee after they have finished evaluating all the applications.

3. Submission method

Email all the above stated application materials, except for a document in (b), in PDF format to the email address below. And then send all the original application materials to the GSFS International Liaison Office by postal mail (EMS or OCS are suggested) to the address below. Regarding the documents in (e), applicants are requested to send them only in PDF format, and there is no need to send its original document.

When your recommender emails his/her recommendation letter directly to GSFS, we shall take them as official documents, and applicants don't send the original and sealed document in (b) to GSFS.

Document we are referring to as **Original** is the document itself signed by the individual or the document itself issued by your university. A photocopy or colored photocopied document is not considered an original.

Email: ilo@edu.k.u-tokyo.ac.jp

International Liaison Office
Graduate School of Frontier Sciences, The University of Tokyo
Rm 120, Environmental Building
5-1-5 Kashiwa-no-ha, Kashiwa, Chiba 277-0882 Japan
Tel: +81-(0)4-7136-4558

4. Application deadline

Email: February 6, 2023 (Mon), 17:00 pm in Tokyo time

Original documents: February 10, 2023 (Fri)

Applications received after the deadline will not be processed.

5. Certificate of Admission

The conditional certificate of admission (letter of acceptance) will be sent to the successful applicants after March 8, 2023.

6. Notes

- (a) Documents may not be amended or revised under any circumstances after application documents have been received. Also, no documents will be returned.
- (b) Applicants who make any false statements and/or forgery in their application, and/or in any other accompanying forms or documents are confirmed with clear evidence may have their admission rescinded even after being accepted or admitted.
- (c) This procedure is for those wish to enroll in GSFS in October 2023. Requests to change the date of admission after issuance of a certificate of admission will not be accepted.
- (d) Non- Japanese nationals must hold resident status that permits enrollment in a graduate school as states in the Immigration and Refugee Recognition Act. This status must be acquired by the time of enrollment, which is October 1, 2023.
- (e) The University of Tokyo has established “The University of Tokyo Security Export Control Regulation” in accordance with “Foreign Exchange and Foreign Trade Act”, and conducts strict examinations for acceptance of international students. Applicants from overseas who fall under any of the conditions set out in said regulations may be unable to enter their desired course or program or may have limited access to research activities despite their preference. For details, please see the following website of the University of Tokyo Office of Export Control (Japanese only). <https://www.u-tokyo.ac.jp/adm/export-control/ja/rule.html>

Additional documents list by department, GSFS

CSC, 2023 enrollment

Department	Additional documents to be submitted	Interview
Advanced Material Science	<ol style="list-style-type: none"> 1. Certificate of English proficiency (TOEFL, TOEIC, or IELTS) 2. Abstract of master thesis in English (about 2 pages in A4 size paper) 3. One (1) copy of master thesis 4. List of past research papers that have been published 	Faculty members including the prospective supervisor will conduct an interview either online or onsite.
Advanced Energy	<ol style="list-style-type: none"> 1. TOEFL or TOEIC score sheet. 2. Abstract of master thesis in English (about 2 pages in A4 size paper) : This is for only those who apply for doctoral course. 	Faculty members including the prospective supervisor will conduct an interview through Zoom or e-mail.
Complexity Science and Engineering	<ol style="list-style-type: none"> 1. TOEFL score sheet (Only TOEFL is accepted) 2. Abstract of master thesis in English. 	An interview by faculty members including the prospective supervisor will be carried out if adjudged necessary.
Integrated Biosciences	<ol style="list-style-type: none"> 1. TOEFL score sheet (Only TOEFL is accepted) 	Interview includes oral exam (including master's thesis or its equivalent). Prospective supervisor will conduct an interview. Interview through a teleconference system may be considered.
Computational Biology and Medical Sciences	<ol style="list-style-type: none"> 1. Resume (Free Format) 2. One (1) or more recommendation letter(s) (at least one letter is preferred to be prepared by your current supervisor, use the designated form) 3. List of past research papers that have been published, if any 4. Certificate of English proficiency (TOEFL, TOEIC, or IELTS) 	Faculty members including the prospective supervisor will conduct an interview with applicants through video-conference. Interview includes oral exam (including master's thesis or its equivalent).
Natural Environmental Studies	<ol style="list-style-type: none"> 1. Resume (free format) 2. List of past research papers that have been published 3. TOEFL score sheet 	Online interview will be conducted by the faculty members including the prospective supervisor.
Ocean Technology, Policy, and Environment	<ol style="list-style-type: none"> 1. Abstract of master thesis in English 2. Certificate of English proficiency (TOEFL, TOEIC or IELTS) 3. Research plan in Doctor course 	Interview will be conducted by Department through e-mail, Zoom, or others.
Environment Systems	<ol style="list-style-type: none"> 1. TOEFL score sheet (Only TOEFL is accepted) 2. Abstract of master thesis in English (about 2 pages in A4 size paper) 	An examination on the specialized knowledge and scholastic ability of the applicant will be conducted through e-mail, Zoom, or others.
Human Engineered Environmental Studies	<ol style="list-style-type: none"> 1. Research plan in English (about 2 pages in A4 size paper) 2. Contact a faculty member whom you want to have as a supervisor. After the faculty member agrees on your application, please confirm to the faculty member additional documents besides the research plan. 3. TOEFL score sheet (Only TOEFL is accepted) 	Interview will not be conducted.
Socio-Cultural Environmental Studies	<ol style="list-style-type: none"> 1. Research plan in English (about 2 pages in A4 size paper) 2. One (1) more recommendation letter (at least one letter is preferred to be prepared by your current supervisor, use the designated form) 3. Certificate of English proficiency (TOEFL, TOEIC, or IELTS) 	Interview will be carried out if adjudged necessary by the department. To use a videophone is an option.
International Studies	<ol style="list-style-type: none"> 1. Research plan in English (about 2 pages in A4 size paper) 2. One (1) more recommendation letter (at least one letter is preferred to be prepared by your current supervisor, use the designated form) 3. Certificate of English proficiency (TOEFL, TOEIC, or IELTS) 4. Abstract of master thesis in English (about 2 pages in A4 size paper) 	Interview will be conducted by Department through Zoom.