

Application Guidelines for China Scholarship Council Applicants (2024)

How to request a certificate of admission for the academic year of 2024
共同養成博士研究生/Visiting Ph.D. Students

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 \(u-tokyo.ac.jp\)](https://www.gsf.s.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 the web is the only form that will be accepted.

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

This letter is preferably prepared by your current supervisor to request for supervision to the Graduate School of Frontier Sciences (GSFS). Technically, GSFS will consider accepting you in response to this letter asking for supervision to a faculty member at GSFS. Format is free, but please be sure to use a letterhead of your home university.

This letter also should describe the applicant information such as name, home university's name, department, on what year the applicant is, and supervisor's name and title at home university. Also please indicate the expected graduation year and month so that we can confirm if you will be a student for the entire study period at GSFS.

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

(d) **Original** One (1) Official Certificate of Registration. This should certify that you are currently a registered student at your home university. (This document must either be in English or Japanese).

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 in PDF format to the email address below, and then send the original documents to the GSFS International Liaison Office by postal mail (EMS or OCS are suggested) to the address below. Documents submitted electronically shall not be regarded as an official application.

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 5, 2024 (Mon), 17:00 pm in Tokyo time

Original documents: February 9, 2024 (Fri)

Applications received after the deadline will not be processed.

5. Certificate of Admission

The Certificate of Admission (letter of acceptance) will be sent to the successful applicants after March 7, 2024. The letter of provisional acceptance will only be issued after this date as well.

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) 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>

End