

Academic Year 2018 Spring Admission

University of Niigata Prefecture (UNP)

Graduate School of International Studies  
and Regional Development

Application Guidebook

International Research Students

# University of Niigata Prefecture

## Graduate School of International Studies and Regional Development

### Application Form [For International Research Students], 2018 Spring Admission

Application Eligibility	<p>1) Graduates or prospective graduates from Japanese universities or colleges. Prospective graduates must graduate before the admission period.</p> <p>2) Applicants with 16 or more years of education in foreign schools.</p> <p>3) Applicants with academic achievements equivalent to or above those of graduates from universities or colleges.</p>	
Research Theme	Please contact Educational Affairs and Student Division, University of Niigata Prefecture beforehand to confirm the compatibility of your research theme to our education programs.	
Screening Criteria	Comprehensive evaluation based on submitted documents. Other tests such as an interview test might be requested if necessary.	
Application Procedures	<p>All applications must be submitted by registered mail (and/or private courier such as EMS, DHL etc.) or in person to the following address:</p> <p style="padding-left: 20px;">Educational Affairs and Student Division, University of Niigata Prefecture PIC. Research student 471 Ebigase, Higashi-ku, Niigata-city, Niigata Prefecture, Japan, 950-8680</p>	
	Application documents	
	Application Form (Sheet A)	Sheet A
	Statement of Purpose (Sheet B)	Handwrite in Sheet B.
	Research Plan	Type in A4 size sheet. Approximately 1,000 words in English, or 2,000 characters in Japanese.
	Certificate of Graduation (or, Certificate of Expected Graduation)	The certificate has to be an official one issued by the president or dean of the department (school) of the applicant.
	Transcript of Academic Record	The transcript has to be an official one issued by the president or dean of the department (school) of the applicant. It had to be issued within three months prior to the application date.
	Documents verifying your residential status	<p>If you currently reside in Japan, please submit a photocopy of both sides of your Residence Card (「在留カード」).</p> <p>If you currently reside in countries other than Japan, please submit a photocopy of your passport (data page, face/photo page) instead.</p>
	Documents verifying your English/Japanese proficiency	Applicants who have taken TOEFL-iBT, TOEFL-PBT, TOEIC or Japanese-Language Proficiency Test (JLPT), etc. may submit a photocopy of your score sheet. Applicable only if your first language is NOT English and/or Japanese.
	Application Fee Receipt Sheet	<p>Application fee: JPY 9,800 yen</p> <ul style="list-style-type: none"> <li>• If you currently reside in Japan, please purchase a “Postal Money Order (「普通為替証書」)” from the Yucho bank or postal office and enclose it in your application.</li> <li>• If you currently reside in countries other than Japan, please contact our Educational Affairs and Student Division for payment.</li> <li>• Please note that application fee will NOT be returned for any reason after we receive application documents.</li> </ul>
	Return envelope	If you currently reside in Japan, please paste a 120 yen stamp on the “non-standard-size” envelope (332×240mm) and write your postal code, address and name on it clearly. If you currently reside in countries other than Japan, please contact Educational Affairs and Student Division, University of Niigata Prefecture beforehand.
	Application Period	
Application Period	Friday, January 26 to Friday, February 16, 2018 (by 5:15pm, JST)	
	In case of the submission in person, please visit Educational Affairs and	

		Student Division, University of Niigata Prefecture, 8:30am - 5:15pm (except for the Weekends & Holidays).
Screening result	All successful applicants will receive an acceptance letter via postal mail by Friday, March 9, 2018. Please refer to "Admission Guidebook" for the details of enrollment procedures.	
Enrollment Procedures	1) Deadline 2) Contact 3) Documents to be submitted 4) Enrollment fee	1) Friday, March 23, 2018 (by 5:15pm, JST) ※UNP will be closed on March 14, 2018 due to the Entrance examination. 2) Educational Affairs and Student Division, University of Niigata Prefecture 3) Commitment form • Commitment form from guarantor • Health certificate 4) 84,600 yen (Please use the payment slip enclosed with "Admission Guidebook", contact us if you currently reside in countries other than Japan)
Report of Research work	Upon the completion of your study at UNP, you have to submit a progress report of your research activities to UNP president via the academic supervisor.	
Granting of Research certificate	After you complete your study at UNP, a certificate to prove your research activities at UNP would be granted upon request.	
Period of attendance	The period of attendance at UNP is one year in principal. However, this period can be extended upon permission.	
Contact	Educational Affairs and Student Division, University of Niigata Prefecture PIC. Research student 471 Ebigase, Higashi-ku, Niigata-city, Niigata Prefecture, Japan, 950-8680 TeL 025-270-1302 (+81-25-270-1302 from a foreign country), 8:30am - 5:15pm (except for the Weekends & Holidays) Email unp@unii.ac.jp	

**[Tuition fee etc.]**

	Fees	When to pay?
Application Fee	JPY 9,800 yen	Submission of application documents
Enrollment Fee	JPY 84,600 yen	Completion of enrollment procedures
Tuition	JPY 29,700 yen per month	15th every month
Other expenses for experiments and/or field studies etc.		Case by case, upon the instructions of faculty members

**[Notes on Application]**

- 1) Application documents should be made in either English or Japanese language. If a language other than English or Japanese is used, please attach an English or Japanese translation.
- 2) Please make sure you have submitted all the required documents.
- 3) You would be disqualified even after enrollment if the information you provided was found to be untrue and/or incorrect.
- 4) Owing to the research period from April 1, 2018 to March 31, 2019, you need to pay a tuition from April 1, 2018.
- 5) Submitted application documents will not be returned for any reason.



# Statement of Purpose

2018/ /

Applicant's Name		Exam ID	※
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Please tell us why you apply for our program and your academic interests in connection to your experiences to date.

- Notes: 1) Please **handwrite** on this paper.  
2) Please do **NOT** write anything in the box with ※.