

**Application Guidelines for Admission to
Graduate Schools of Yokohama National University as Doctoral Students
under the Chinese Government Graduate Student Overseas Study Program
(Admission in October 2018 and in April 2019)**

Yokohama National University is recruiting students who want to enter its graduate schools as doctoral students in October 2018 or April 2019 under the Chinese Government Graduate Student Overseas Study Program.

1. Graduate Schools and Programs Recruiting Students and Quota for Admission

Graduate School	Program	Quota for Admission
Graduate School of International Social Sciences *	Doctoral programs	Up to around eight students in total
Graduate School of Engineering Science		
Graduate School of Environment and Information Sciences		
Graduate School of Urban Innovation		

*As per the attached document, the International Ph.D. Program in Economics of the Department of Economics recruits students by its own schedule and procedures. (The articles of the program follow this guidelines unless otherwise noted.) The Doctoral Program in Transnational Law and Policy of the Department of International Business Law does not admit students under the Chinese Government Graduate Student Overseas Study Program as it currently recruits students through different admission procedures.

2. Application Eligibility

To be eligible, you must have Chinese citizenship and be eligible to apply for the Chinese Government Graduate Student Overseas Study Program set by the China Scholarship Council (CSC) as well as meet all the following requirements:

- (1) You have completed a master's program and earned a master's degree or are expected to have completed a master's program and earned a master's degree at any of the universities that have entered into an academic exchange agreement with Yokohama National University (including department-level agreements) or those designated as the "Project 211" institutions before your admission to Yokohama National University.
- (2) You intend to earn a doctoral degree within 48 months of your admission to Yokohama National University as a doctoral student.
- (3) You have asked the supervisor of your choice about research details, acceptance conditions and the like, and have obtained permission to apply before submitting your application.
- (4) You are proficient in Japanese at a level equivalent to or higher than N2 of the Japanese-Language Proficiency Test (or Level 2 under the former testing system) if you want to receive research guidance in Japanese. Or you are proficient in English at a level equivalent to or higher than a score

of 80 in TOEFL iBT or an overall band score of 6.0 in IELTS if you want to receive research guidance in English.

3. Application Documents

You must prepare all application documents in Japanese or English. For any language other than Japanese and English, you must attach its Japanese or English translation bearing an official seal to every certificate.

- (1) Information Sheet ([Use the attached form.](#))
- (2) Application form and curriculum vitae ([Use the attached form.](#))
- (3) Field of Study and Research Plan ([Use the attached form.](#))
- (4) Recommendation letter from the department head of your university or your supervisor at your university (Submit the original.)
- (5) Certificate of (expected) completion of master's degree issued by your university (Submit the original.)
- (6) Academic transcript of master's program issued by your university (Submit the original.)
- (7) Master's thesis (If it is written in Chinese, submit its Japanese or English abstract, too. If you have not completed your master's thesis, you can submit the draft version or abstracts.)
- (8) Score report(s) for a Japanese and/or English language proficiency test (such as Japanese-Language Proficiency Test, TOEFL, and IELTS)
- (9) Two photographs of yourself (40 mm long by 30 mm wide) (Attach one of them to the application form.)
- (10) Published books and papers, reports and conference presentations that demonstrate your achievement and ability. (If any. Attach a list. If it is written in Chinese, submit its Japanese or English abstract, too.)

4. Application Procedures

(1) Before Applying

Before applying, you must ask the supervisor of your choice about research details, acceptance conditions and the like, and obtain his/her permission to apply. You can find a supervisor in the "List of Professors for International Students" (<http://www.ynu.ac.jp/english/exam/professors.html>) on our website. When you send an email concerning permission to apply to the supervisor, you must also send the same email to the International Admissions Office (iao@ynu.ac.jp).

(2) How to Apply

Enclose all the application documents listed in Section 3 in an envelope. Write "Chinese Government Graduate Student Overseas Study Program" on the envelope and mail the envelope to the address stated in Section 13 by registered mail or any other similar method. At the same time, email (1) Information Sheet, (2) Application form and curriculum vitae and (3) Field of Study and Research Plan to the email address stated in Section 13.

Note: For those who wish to apply for the Department of Economics of Graduate School of International Social Sciences (except its All-in-English Program), please send the email no later than Thursday, December 21, 2017.

5. Application Deadline

Your application documents must reach us no later than Thursday, January 4, 2018; otherwise, we will not accept your application. Please submit your documents well in advance of the deadline, especially considering the mailing delays that occur during the year-end and New Year holidays.

6. Screening Procedures

Short-listed applicants are decided through the screening of application documents. However, applicants may be required to have an interview if necessary. In this case, each graduate school will notify applicants of the interview details.

7. Notice of Screening Results

You will be notified of your results by email on Monday, February 5, 2018. If you pass the screening, we will issue the “Letter of Conditional Acceptance” and the “Certificate of Exemption” to you as a short-listed applicant.

8. Decision on Successful Applicants

The short-listed applicant will be considered as a successful applicant if he/she has passed the screening conducted by the CSC, and has emailed a copy of and posted the original of the certificate of approval issued by the CSC (both in Chinese and English) to the address stated in Section 13. After receiving a notice from the CSC, you must promptly submit the certificate to us. If you made an application as a prospective master's degree holder, you must also promptly email a copy of and post the original of a certificate of completion of master's degree issued by your university. Even if you are not selected by the CSC, you still need to promptly notify us of the fact.

9. Application Fee, Admission Fee, and Tuition Fee

You do not need to pay an application fee. Successful applicants are exempt from admission and tuition fees. Note that if your academic performance is significantly poor after your admission, you may not be exempt from your tuition fee. If you are not selected by the CSC as a scholarship recipient, and if you still wish to study at Yokohama National University as a self-financed international student, you will need to pass the entrance examination conducted by the graduate schools. If you want to take the entrance examination, please inform us when you notify us of your failure to be selected.

10. Admission Procedures

You will be promptly notified of the admission procedures (including the procedures for obtaining a Japanese visa) after you have been selected as a successful applicant.

11. Application Instructions

- (1) This recruitment is conducted on the condition that the CSC recruits doctoral students under the Chinese Government Graduate Student Overseas Study Program.
- (2) You cannot have your application documents returned for any reason once we accept them.
- (3) You are not allowed to change your graduate school after applying.
- (4) If your application documents are found to contain any false information, your admission may be canceled even after you have been selected as a successful applicant.
- (5) If admitted, you can move into a room for single persons in the university dormitory (Ooka International Residence) that we provide. If you want to live with your family, first come to Japan by yourself; then bring your family to Japan after finding appropriate housing by yourself. In this case, you need to bear all the costs necessary to bring your family to Japan and live with them. You should be aware that it is rather difficult and costly to find family housing.

12. National Security-Related Export Controls

Yokohama National University has instituted its own rules for national security-related export controls based on the Foreign Exchange and Foreign Trade Act and rigorously screens the admission of

international students to control the transfer of goods obtained in Japan to other countries, provision of technology, and exchange of personnel. Any international students subject to export control regulations may have restrictions placed on their chosen research activities, or may be ineligible to receive education at the University. Prospective students should therefore consult their proposed academic advisor before submitting their application, or take other precautionary measures when applying to study at the University.

For further details of export controls, please refer to the following URL:

http://www.ripo.ynu.ac.jp/en/adscreening_en.html

13. Where to Send Application Documents and Make Inquiries

All inquiries need to be made in Japanese or English.

International Admissions Office

International Education Division

Student Affairs Department

Yokohama National University

79-8 Tokiwadai, Hodogaya-ku, Yokohama 240-8501 TEL:

+81-45-339-3176, E-mail: iao@ynu.ac.jp

URL: <http://www.ynu.ac.jp/english/index.html>