

**Bachelor's Program in Global Issues  
Student Application Information**

**AY2018**

**December 2017**



**筑波大学**  
*University of Tsukuba*

## **1. Bachelor's Program in Global Issues (English Program)**

Contributing to address global issues beyond national borders including global environmental change and the world's population and food problems and to transform to a sustainable society in which global conservation and humans coexist is the most important task for the international society in the 21st century. Therefore, it is becoming more important all over the world to develop human resources with motivation and knowledge to resolve these issues.

Considering such situation, the objectives of the Degree Program shall be to cultivate human resources who will acquire broad basic knowledge for gaining an overall perspective of global issues, who will enthusiastically seek on their own information and technology beyond their particular fields to resolve problems related to human beings and the environment, and who are capable of making decisions on optimal solutions from among many options.

## **2. Entrance examination schedule (Japan Standard Time)**

- (1) Application submission period (online application system): noon, March 1 (Thu.) to 5 p.m., April 3 (Tue.), 2018
  - \* Including the payment of the examination fee for the first stage screening
- (2) Application document mailing deadline (for documents to be uploaded and mailed): Must arrive by April 10 (Tue.), 2018
- (3) Announcement of successful applicants from the first stage screening: noon, April 27 (Fri.), 2018
- (4) Payment of successful applicants for the second stage screening: April 27 (Fri.) to May 9 (Wed.), 2018
- (5) Verification of communication environment when taking the examination overseas: May 10 (Thu.) or 11 (Fri.), 2018
  - \* When taking the examination outside Japan, the remote communication environment will be verified beforehand.
- (6) Entrance examination dates: The dates are set by the university during the period from May 17 (Tue.) to 18 (Fri.), 2018
- (7) Announcement of final successful applicants: noon, June 6 (Wed.), 2018
- (8) Enrollment procedures deadline: July 6 (Fri.), 2018 (mailed items must arrive by this date)
- (9) Enrollment ceremony: September 28 (Fri.), 2018
- (10) Enrollment date: October 1 (Mon.), 2018

### **Applicants with disabilities—notice regarding prior consultation**

Any applicant who requires special arrangements to take the entrance examination or while studying must consult with the BPGI Office (see 12. Inquiries) by February 28 (Wed.), 2018. We may not be able to make special arrangements in the case of requests received after the deadline for application submission.

### 3. Admission policy and admission capacity

Name of program	Admission policy	Admission capacity
Bachelor's Program in Global Issues	The University shall select applicants who have an interest in problems of the earth environment (climate change, destruction of nature, pollution, etc.) and human society (food, poverty, longevity of society, etc.) and who can contribute to society and innovation in the future at home countries and abroad through global corporations, international institutions, etc. as they apply their knowledge in the humanities and sciences.	Small number

### 4. Requirements for Application

Only those who fulfill any of the requirements ① through ⑤ in (1) below as well as (2) may apply.

(1) Persons who fall under any one of categories ① through ⑤ are eligible.

- ① Persons who have completed or are expected to complete a 12-year curriculum of formal school education <sup>\*1</sup> in a country other than Japan by September 30, 2018.

In this regard, however, for nationals of Japan or persons with a permanent residence permit in Japan, persons who continue to be in school for over 2 years in principle including the final school year of senior high school based on the formal education system of the country of residence above and persons who have graduated (completed) or persons who are expected to graduate (complete) from April 1, 2018 to September 30, 2018.

- ② Persons who have completed or are expected to complete a 12-year curriculum in Japan at an international school <sup>\*2</sup> designated by the Minister of MEXT by September 30, 2018, and who will reach 18 years of age by September 30, 2018.

- ③ Persons who hold or are expected to hold an International Baccalaureate, *Abitur* (Germany), *Baccalauréat* (France), or GCE Advanced Level (United Kingdom) <sup>\*3</sup> by September 30, 2018, and who will reach 18 years of age by September 30, 2018.

- ④ Persons who have completed or are expected to complete a 12-year curriculum at a school accredited by any of the following international accrediting groups (Western Association of Schools and Colleges (WASC), Council of International Schools (CIS), and Association of Christian Schools International (ACSI)) by September 30, 2018, and who will reach 18 years of age by September 30, 2018.

- ⑤ Other <sup>\*4</sup>

\*1 Persons from an international school may not be eligible. Please contact the BPGI Office (see 12. Inquiries) by February 28 (Wed.), 2018.

\*2 List of international schools designated as corresponding to a senior high school in Japan (Ministry of Ministry of Education, Culture, Sports, Science and Technology website) [http://www.mext.go.jp/a\\_menu/koutou/shikaku/07111314/003.htm](http://www.mext.go.jp/a_menu/koutou/shikaku/07111314/003.htm)

\*3 For the GCE Advanced Level, applicants must complete the subjects and assessments that have been set by the university below.

Must have completed more than three Advanced Level subjects at grade E or above.

\*4 We will check or screen your applicant eligibility individually if you do not fall under any one of categories ① through ④ above. For inquiries, please contact the BPGI Office (see 12. Inquiries) by February 28 (Wed.), 2018.

(2) Persons who can be recommended responsibly by the senior high school principal, etc. of one's alma mater or affiliated senior high school and who took TOEFL, TOEIC, IELTS (see below for scores), or other English proficiency tests implemented by a public agency, or persons who have completed or expected to complete an English curriculum by September 30, 2018 at a senior high school (secondary education curriculum) in the relevant country.

Name of English proficiency test	Score (for consideration)
TOEFL-iBT	79
TOEIC Listening&Reading	730
IELTS Academic	6.0

Persons who have completed a curriculum where the language of instruction is English at a senior high school (secondary education curriculum) should submit the score if they took TOEFL-iBT, TOEIC Listening & Reading, or IELTS Academic.

### 5. Online application and submission of application documents

Our online application system enables applicants to input data online and upload image files (follow the procedures for inputting data online in English). Note that supporting documents such as certificates will need to be mailed separately.

Download the designated formats of the reference letter and brief overview of the school in (2) from our program website below.

<http://bpgi.tsukuba.ac.jp/exam/application/>

(1) Inputting application data (online application system)

Input content	Who needs to input	Remarks
i. Applicant data	All applicants	<input type="checkbox"/> Name: As written in your passport <input type="checkbox"/> ID photo: This ID photo must be taken within the last three months with no hats or other head adornments. Take the photo with your glasses on if you will be wearing glasses during interviews. <input type="checkbox"/> Date of Birth: Select year (in AD), month, and date. <input type="checkbox"/> Sex: Select sex. <input type="checkbox"/> Nationality: Select nationality. <input type="checkbox"/> Applicant's contact information: Select the country name and input your address, zip code, phone number and e-mail address (for contact until enrollment.)

		<input type="checkbox"/> Additional contact information other than the applicant's: Select the relationship with the applicant and country name and input the address, zip code, phone number and e-mail address.
	Applicants to whom this applies	<input type="checkbox"/> Current affiliation: Input name of your school, company or any other organization. <input type="checkbox"/> Status of Residence: Select your status of residence in Japan. (Only for those staying in Japan).
ii. Examination site	All applicants	<input type="checkbox"/> Desired examination site: Select the University of Tsukuba or outside Japan (via remote communications or other). <input type="checkbox"/> ※Examination available via remote communications or other is only for residents outside Japan
iii. Application qualifications, etc.	All applicants	<input type="checkbox"/> Nationality <input type="checkbox"/> Application qualifications (1) (4 Application qualifications (1) Select the relevant application qualification from ① to ⑤) <input type="checkbox"/> Application qualifications (2) (For persons who took TOEFL, TOEIC, IELTS or other English proficiency tests implemented by a public agency, select and type in the score and for persons who have completed or are expected to complete a curriculum where the language of instruction is English at a senior high school, select.) <input type="checkbox"/> Status of completion at high school (secondary education) attended: Select your graduation status (graduated or expected to graduate), as well as the applicable graduation date or expected graduation date

iv. Educational background	All applicants	<input type="checkbox"/> Primary education: Elementary school <input type="checkbox"/> Secondary education (lower): Middle school, secondary education (upper), high school, technical college, etc. <input type="checkbox"/> Higher education: university <input type="checkbox"/> Other (technical college, etc.) Select the country name and enrollment and graduation dates, and input the school name and number of officially required years.
v. Career history	Applicants to whom this applies	<input type="checkbox"/> Job experience Input your job experience for the last 5 years except for part time job.
vi. Study plan	All applicants	<input type="checkbox"/> Study plan ※To be prepared by the applicant him/herself Address 1 global issue of interest and describe your study plan pertaining to that issue within 1,200 words. It is recommended to include charts, etc. to facilitate the explanation but 1 chart, etc. shall be counted as 200 words.
vii. Financial plan	All applicants	<input type="checkbox"/> Financial plan Describe in detail your financial plan after your enrollment (for admission fee and living expenses).

(2) Application documents (to upload and send by post)

Please upload image files of the following documents and also mail them separately.

For documents that need the submission of the original certificate, if you want them to be returned because of the inability to issue more than 1 copy of the original, submit a reply envelope along with the original. They will be returned separately at a later date. Write your name, address, and zip code and put the stamp needed on the reply envelope. Also write “原本返送用” (For Return of Original Documents) in the margin of the face of the envelope. If residing outside Japan, they will be returned to the address entered when applying so enclosed 3 international postal reply coupons. In the case of certificates prepared and issued by schools that are in foreign languages other than English, please translate their complete contents into Japanese or English and mail the original that received certification by the school in question or an official agency.

Documents	Who needs to submit	Remarks
i. Certificate of completion (or expected completion)	All applicants	<p>Upload the image file of your senior high school (secondary education curriculum) certificate of completion (or expected completion), and mail the <u>original</u> separately by April 10 (Tue.), 2018 (must arrive by this date).</p> <p>※This is not a certificate of the last school attended. The certificate of completion (or expected completion) is necessary even if you have graduated from university.</p>
ii. Transcript	All applicants	<p>Upload your three-year senior high school (secondary education curriculum) transcript and mail the <u>original</u> separately by April 10 (Tue.), 2018 (must arrive by this date).</p> <p>※This is not a certificate of the last school attended. The transcript of your high school is necessary even if you have graduated from university.</p>
	Applicants to whom this applies	<p>(1) Applicants who have an International Baccalaureate Diploma should upload image files of the IB Diploma and official final IB exam grade transcript given out by the International Baccalaureate Organization and mail a copy of the diploma and the original of the official final IB exam grade transcript.</p> <p>(2) Applicants who have <i>Abitur</i> credentials (Germany) should upload image files of the general qualification for university entrance certificate and grades transcript described in these and mail copies of the general qualification for university entrance certificate and grades transcript described in these.</p> <p>(3) Applicants who have <i>baccalauréat</i> credentials (France) should upload image files of the <i>baccalauréat</i> diploma and <i>baccalauréat</i> credentials grade transcript and mail a copy of the <i>baccalauréat</i> diploma and an original <i>baccalauréat</i> diploma grades transcript.</p>

		(4) Applicants who have GCE Advanced Level qualifications (United Kingdom) should upload the image file of the grades transcript for Advanced Level subjects and mail an original of the grades transcript for Advanced Level subjects.
iii. Reference Letter	All applicants	The "Reference Letter" should be filled out by your school principal in the designated format and mailed by April 10 (Tue), 2018 in a sealed envelope (must arrive by this date). The referee should write the names of the referee and the referred on the envelope to ensure quick identification. The applicant should upload the image file of the envelope with written side. If your school principal is unable to write the reference letter, ask someone who is thoroughly familiar with you or someone who has been involved in your educational activities such as your academic advisor, homeroom teacher, etc.
iv. Brief overview of the school and school brochure or pamphlet	All applicants	The image file of the brief overview of the school, etc. filled out by your principal in senior high school (secondary education curriculum) in the designated format should be uploaded and mailed by April 10 (Tue), 2018 (must arrive by this date). Also send the school brochure or pamphlet including details about the official name and address of the relevant school, summary of the number of students, etc., and education.
v. Other certificates	Applicants to whom this applies	If you have qualification by any standardized test, upload the image file of the grades transcript and mail the <u>original</u> certificate by April 10 (Tue.), 2018 (must arrive by this date).  Examples of standardized test: SAT (United States of America) College Scholastic Ability Test (South Korea) National Higher Education Entrance Examination (People's Republic of China)



(3) Application documents (for uploading only)

Please upload image files (in JPG format) of the following documents.

Documents	Who needs to submit	Remarks
i. Passport	All applicants	Please upload the image file of your passport information page.
ii. Certificate of English proficiency test	Applicants to whom this applies	If you have a score of TOEFL-iBT, TOEIC Listening & Reading, IELTS Academic, or an equivalent official English examination, upload the image file of the certificate. TOEIC Institutional Program (IP) Score Report and TOEFL Institutional Test Score Record are excluded.
iii. Certificate of Japanese proficiency	Applicants to whom this applies	If you have any certificate of your Japanese proficiency (e.g. JLPT), upload the scanned files. They will be used only for the placement of Japanese courses after you enter this program and are not related to the selection procedure for the entrance.

(4) Entrance examination fee payment

The payments of 4,000 yen as the examination fee for the first stage screening (all applicants) and 13,000 yen as the examination fee for the second stage screening (only successful applicants from the first stage screening) are necessary.

For the examination fee for the first stage screening, follow the online application system when paying by credit card (Visa, MasterCard, JCB or American Express). Payment by credit card in the name of someone other than the applicant is also permitted.

Please input your receipt number in the online application system after completing payment.

Further, please click the "Application Results" button after completing payment, print out the information screen displayed, and send this to us by post.

The payment method for the examination fee for the second stage screening will be posted after the announcement of successful applicants in the first stage screening.

(5) Examination ID Card

Please print out your examination ID card from the online application system after transmitting your application data to present it when taking the entrance examination.

(6) Checklist of documents for submission

Please print out the checklist of documents for submission from the online application system after transmitting your application data, draw a circle on the documents to be submitted, and mail.

(7) Address sheet

Please print out the address sheet from the online application system after transmitting your application data to affix on an envelope you prepared containing items listed in (2) Application documents (to upload and send by post), a copy of the application results information screen of the credit card payment in (4) Entrance examination fee payment and (6) Checklist of documents for submission and submit these by post.

## 6. Procedure for sending required documents

- (1) After gathering together the Application documents (to upload and send by post) listed in 5(2), Checklist of documents for submission listed in (6), and copy of the application results information screen of the credit card payment listed in (4), please send them no later than April 10 (Tue.), 2018 (must arrive by this date).

If the required documents are lacking or incomplete, your application cannot be considered. Please check well before submission.

- (2) Mailing address

Division of Admission

University of Tsukuba

1-1-1 Tennodai, Tsukuba City, Ibaraki 305-8577

## 7. Points to note about applications

- (1) Please double-check all the information you have entered before you transmit it, and confirm this by pressing the Apply button.
- (2) Submitted application documents and entrance examination fees that have already been paid will not be returned.
- (3) Permission for enrollment may be revoked after it has been granted if it is ascertained that the information on application documents is not consistent with the facts. In such cases, any registration fees that have already been paid will not be returned.
- (4) Personal information acquired from application documents and individual examination score data are used for screening applicants. Further, some information related to students who have completed enrollment procedures is used to deliver information about such things as on-campus events, and some information related to applicants for tuition waiver and scholarships is used for screening data at the time of screening.

## 8. Selection methods

- (1) First stage screening (document screening)

Successful applicants from the first stage screening will be determined through a comprehensive evaluation of submitted documents, etc.

For successful applicants in the first stage screening, they will need to pay the entrance examination fee of 13,000 yen for the second stage screening within the predetermined period of time. In the absence of payment of the entrance examination fee, applicants cannot go on to the second stage screening. In default of payment of the entrance examination fee by the appointed time, applicants will be treated as those who declined the second stage screening. The payment method will be posted after the announcement of successful applicants in the first stage screening.

- (2) Second stage screening

An oral examination will be given and the final successful candidates will be determined through a comprehensive evaluation including the results from the first stage screening.

Type of examination	Duration	Examination date	
		If held at the University of Tsukuba	If conducted via remote communications or similar methods outside Japan
Oral examination on global issues	30 minutes	The dates are set by the university during the period from May 17 (Tue.) to 18 (Fri.), 2018	

Note: The personnel in charge will send information on the examination date and method via e-mail.

## 9. Announcement of successful applicants

(1) Announcement of successful applicants in the first stage screening

April 27 (Fri), 2018 from noon (Japan Standard Time)

Successful applicants' entrance examination number will be listed on the website of the program shown below. Applicants will not be mailed notices regarding the outcome.

We will not respond to any phone inquiries regarding the outcome.

Japanese version      <http://bpgi.tsukuba.ac.jp/jp/>

English version      <http://bpgi.tsukuba.ac.jp/>

(2) Announcement of successful applicants in the second stage screening

June 6 (Wed), 2018 from noon (Japan Standard Time)

Along with listing successful applicants' entrance examination numbers by June 12 (Tue) on the website of the program shown below, applicants will be mailed notices regarding the outcome. At the same time, successful applicants will be e-mailed notices regarding documents for enrollment procedures.

We will not respond to any phone inquiries regarding the outcome.

Japanese version      <http://bpgi.tsukuba.ac.jp/jp/>

English version      <http://bpgi.tsukuba.ac.jp/>

## 10. Enrollment procedures

(1) Enrollment period: Must arrive by July 6 (Fri.), 2018 (only by mail)

(2) Items required for enrollment:

a) Copy of Letter of Acceptance

b) ¥282,000 enrollment fee (Please remit payment at a financial institution or by overseas remittance in time for the enrollment period deadline. Details are shown in the enrollment procedures documents.)

c) The enrollment procedures documents contain instructions regarding other required documents.

(3) Student payments required after admission:

a) Tuition: ¥267,900 (2<sup>nd</sup> six-month period for October to March)

Note: 1<sup>st</sup> six-month period for April to September: ¥267,900

b) If fees paid by students are revised at the time of admission or during enrollment, new fees apply from the time of revision.

c) You will be asked to pay the tuition by bank transfer from a Japanese financial institution after enrollment.

d) Please contact the BPGI Office (see 12. Inquiries) for more information about tuition and scholarships.

## 11. Disclosure of information about entrance examinations

The University of Tsukuba will disclose information about the 2018 Bachelor's Program in Global Issues entrance examinations upon request from test-takers themselves from October 1 to November 30, 2018. Please contact the BPGI Office (see 12. Inquiries) for details.

## 12. Inquiries

Bachelor's Program in Global Issues Office

Top Global University Project Office

University of Tsukuba

E-mail address: [bpgi-office@un.tsukuba.ac.jp](mailto:bpgi-office@un.tsukuba.ac.jp)