

**Graduate School of Science and Technology,
Degree Programs in Life and Earth Sciences
University of Tsukuba
APPLICATION GUIDELINES for
“Bioresource Engineering and Economics Course”
Call for Applications: 2023 October Entrance**

1. Objectives of Education and Admission Policy

Objectives of Education	The objectives of this Doctoral Course (3 years) are to provide education and train international students, enabling them to deal with global warming and environmental degradation, along with reduction on biological resources and extinction of living species. This course provides comprehensive education based on multidisciplinary fields of study, encompassing common subjects and specialized subjects covering research on various areas such as biological, environmental and rural development. In addition, the course provides field study trips to orient the students regarding bioresources and utilization system for sustainability.
Admission Policy	<p><i>Bioresource Engineering and Economics Course for Doctoral Program</i> has been established at University of Tsukuba to target applicants who wish to be instructed by supervisors in the three research fields: Ecoregion Development Engineering, Food and Biomass Sciences, and Rural Development Economics in the doctoral program in Agricultural Sciences, Degree Programs in Graduate School of Life and Earth Sciences. The awarded degree is “Doctor of Philosophy in Agricultural Sciences”. The aim of this course is to nurture and develop potential human resources, enabling them to deal with actual problems of underutilized bioresources, besides training them to work on an international basis, with basic understanding of world food and agriculture. For this purpose, the prospective candidates should be able to identify global issues related to environmental degradation, energy and food safety.</p> <p>Successful candidates must have the willingness to work on a multidisciplinary environment. Through the education, based on common and specialized subjects, graduates from this course should be able to deal concretely with the effective utilization of bioresources for sustainable development. Focus is placed on the sustainable utilization of bioresources, biological engineering system integrates with biomass, environmental and rural development, measures of development economics, and various research fields offered by the program. This</p>

	course has been adapted over the former Arid Land Resources Science Course that was introduced by the former doctoral program in Appropriate Technology and Science for Sustainable Development, the former Graduate School of Life and Environmental Sciences. The classes are taught in English.
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2. Entrance Examination Schedule

The entrance examination schedule is as follows.

- (1) Announce Guide for 2023 applications: January, 2023
- (2) Application Period: March 1, 2023 to March 28, 2023
- (3) Submission of Required Documents (PDF) by Email: March 1, 2023 to March 10, 2023
- (4) Submission of Required Documents (Originals) by Hand or Postal mail: March 13, 2023 to March 28, 2023
- (5) Individual Interviews: April 6, 2023 to April 7, 2023
- (6) Announcement of Examination Results: May 16, 2023
- (7) Enrollment Procedures: From the end of June to late August, 2023
(A notification on the procedure will be sent individually.)
- (8) Enrollment Date: October 1, 2023
- (9) Entrance Ceremony: The end of September

3. Number of Students Acceptance per Year

Limited

4. Qualifications of Applicants

Individuals falling under any one of the categories below may apply for this program.

- (1) Persons who graduated or are expected to graduate from a Master Course by September 30, 2023.
- (2) Persons who have earned or expect to earn a specialized degree by September 30, 2023.
- (3) Persons who have been recognized eligible during the screening process conducted by the Graduate School of Life and Environmental Sciences at the University of Tsukuba. In the screening process, the demonstrating academic abilities of those should be superior among the university graduates and have reached 24 years old or are going to reach 24 years old by September 30, 2023.

5. Documents Required for Application

The following documents are necessary for application.

Necessary Documents		Prepared by	Remarks
1	Application Form for Admission	All	Complete Form 1 and attach a passport size photo (frontal view of the face and upper half of your body (4 cm x 5 cm) taken within 6 months. See Section 7.
2	Study Plan	All	Use Form 2
3	Recommendation Letter	All	A sealed confidential recommendation letter from the reference person. Use Form 3. For details, see Section 6(1).

4	Supervisor's Agreement	All	A letter of agreement prepared by the prospective supervisor to serve as an academic advisor if the applicant is successfully accepted by the Graduate School of the University of Tsukuba. Please use the Form 4. For details, see section 6 (2).
5	(Expected) Completion Certificate*	All	Certificate of Master's Graduation, or Letter from the academic office of your university describing the expected date for completion of the Master's degree program (original with official stamp). Please make sure that the type of (expected or obtained) degree, enrolment date, (expected) completion date are included.
6	Degree Certificate*	Graduated outside Japan	If you graduated from a graduate school outside Japan, please submit a degree certificate of your master's degree (original with official stamp). Please make sure that the type of (expected or obtained) degree, enrolment date, (expected) completion date are included.
7	Transcript*	All	Original transcripts of record from previous universities, including bachelor's degree and master's degree. If you are still attending a Graduate School, submit transcript of records for the period available.
8	Passport	For those who already have a passport	If you already possess a passport, please submit a copy of your passport with your name. The passport will be solely used to confirm the name of applicant.
9	Research Achievements	All	Please provide a list of publications (If any, A4 format)
10	Certificate of Payment of Examination Fee	All	Use Form 5. [Following applicants are exempted.] 1. MEXT financed international students 2. Students who are expected to complete a Master's program at University of Tsukuba in September 2023 and continue to study at this university.
11	English proficiency	All Non-native English speakers	Results of Official English Test TOEFL(including TOEFL iBT Home Edition), TOEIC or IELTS etc. (original copy). TOEFL Essentials result is not acceptable. See section 8..
12	Checklist	All	Please submit this checklist (Form 6) as the first page of the application documents.

Note:

*In case your current name is different from that on the documents you have submitted (for example, because of marriage), submit proof of the name change (e.g., copy of marriage license).

- i) All application documents must be filled in English. If the documents or qualification certificates issued by your school are in a language other than English or Japanese, translate and type the entire text into English (no specific format is designated; please use A4/Letter size paper).
- ii) Forms 1, 2, 3, 4, 5 and 6 can be found at the end of this “Guidelines for Application”.

6. Recommendations and Prospective Advisor’s Agreement Letters

- (1) A confidential recommendation letter from the Dean/research supervisor issued by the University/Institution where applicant has obtained a master’s degree is required for application. In case of our current research students, the letter can be issued by the academic advisor of University of Tsukuba. The letter should be sealed by the Dean/research supervisor for confidentiality. Use **Form 3**
- (2) Applicants are requested to submit a prospective academic advisor’s agreement letter along with the necessary documents. The letter shall mention that the academic advisor has agreed to supervise the applicant’s research if the applicant successfully passes the entrance examination. Please use A4/Letter size paper for the recommendation letter and supervisor agreement letter.

7. Submission of Application Forms

(A) Preliminary E-mail submission of the application forms.

- (1) Required documents : Forms 1, 2 and 6, Graduation Certificate, Degree Certificate, Transcript, English score as well as other documents.
- (2) Format : PDF
- (3) Submission Period: March 1, 2023 to March 10, 2023 (Japan Standard Time).
- (4) E-mail Address : intagrsciadm@un.tsukuba.ac.jp
- (5) Eligibility of the applicants will be checked by the administration office.
- (6) Eligible applicants will receive an E-mail message instructing them to pay the examination fee and submit the hard copy of their application forms.

(B) Payment of the Examination Fee through the Japan Post Bank (JP Bank).

Applicants are requested to pay the examination fee by the due date. Please make a payment to University of Tsukuba through the Japan Post Bank (JP Bank).

[ATTENTION]

Payment should be made only AFTER eligibility of application has been confirmed.

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| Payment period: | March1, 2023 to March 28, 2023 |
| URL for payment: | To be informed after the confirmation of eligibility. |
| Amount: | 30,000 Japanese yen |
| Receipt: | Please attach the receipt to Form 4 . |

Please be aware that the examination fee is non- refundable.

(C) Final Submission of the Original printouts of Application Form.

- (1) **Required documents**
All original documents
- (2) **Submission period**
March 13, 2023 to March 28, 2023 (Japan Standard Time).
- (3) **Mailing address**
Graduate Program Office for Agricultural Sciences (F306),
University of Tsukuba
1-1-1 Tennodai, Tsukuba,
Ibaraki 305-8572, Japan
Tel: +81-29-853-7228

(D) Remarks.

- (1) If any document is missing, not filled correctly or incomplete, your application will not be accepted. Please check thoroughly and carefully before sending the documents. Please note that the original application documents shall be received not later than the submission period in Japan Standard time.
- (2) Application documents will not be returned.
- (3) For persons who require special considerations for study due to disabilities or other issues, please consult by sending an e-mail to the address below before applying.
E-mail address: “Bioresource Engineering and Economics Course.”
< intagrsciadm@un.tsukuba.ac.jp>
- (4) If any factual discrepancies are found in the application or application documents even after admission to the University, the admission may be revoked.

8. English proficiency.

- (1) Non-native English speakers must submit TOEFL/TOEIC/IELTS test results
Please send one of the following test results (original copy) with Photo ID of the applicant
 - i) Examinee Score Report (TOEFL, including TOEFL iBT Home Edition)
 - ii) Official Score Certificate (TOEIC)
 - iii) Test Results Form (IELTS)
- (2) In principle, an applicant whose native language is English is not required to take an examination.
It will be judged by the applicant’s academic history.

[ATTENTION]

Only original certificates with scores of tests taken in April 2021 or later are valid.

9. Selection Method

The applicants will be requested to have an interview in person or by teleconferences such as zoom. In the individual interview, a comprehensive evaluation will be made on English ability, basic scholastic knowledge, research achievements and plan, and motivation for the “Bioresource Engineering and Economics Course for Doctoral Program”.

10. Announcement of Examination Results

Examination results will be announced on May 16, 2023

Notification of the results will be sent by e-mail and postal mail to all applicants. “Documents Required for Enrollment Procedures” to University of Tsukuba will be mailed to successful applicants at the end of June 2023.

11. Enrollment Procedures

(A) Time period

- (1) The time period for enrollment procedures is from the end of June 2023 to early September 2023.
- (2) Following receipt of the “Documents Required for Enrollment Procedures,” submit all documents required for admission to Division of Admission, Department of Educational Promotion by the above deadline.

(B) Payment required by students

- (1) The normal admission fee is ¥282,000.
MEXT Scholarship students and Students graduating from a Master’s Program of this University in September, 2023 are not required to pay the admission fee. (Based on the rules of University of Tsukuba).

- (2) The tuition fee is ¥267,900 for the spring semester and ¥267,900 for the fall semester (¥535,800/year).
- (3) If the amount of payment for these fees is revised at the time of admission or during enrollment, the new amount will be applied at the time of revision.
- (4) The University offers, upon selection, a waiver of all or part of the tuition fee for students who are deemed to find it difficult to pay tuition due to financial reasons and for students who have other unavoidable circumstances.

12. Confidentiality of Personal Information

Personal information obtained by University of Tsukuba from the application documents and other personal information will be used only for selecting applicants for admission and who applied for a tuition waiver will only be used as a part of the examination materials for selection.

13. Questions and Contact

If you have any questions about the application process, please contact the address below:
E-mail address: intagrsciadm@un.tsukuba.ac.jp