

**Graduate School of Science and Technology, Degree Programs in Life and Earth Sciences,  
University of Tsukuba  
Guide for Applications for English Course  
“International Bioindustrial Sciences Course for Doctoral Program” 2024**

**1. Objectives of Education and Admission Policy**

Objectives of Education	The objective of this program is to educate and train students to become professional practitioners who can (1) play active roles in creating new bioindustry technologies and effectively manage bioresources, (2) appropriately handle intellectual property rights, and (3) meet with the global standard regarding international strategy and policy determination. This education is based on a curriculum focusing on teaching students broad and specialized knowledge and raising their abilities to play an active role in various fields of bioindustry.
Admission Policy	<b>International Bioindustrial Sciences Course for doctoral program</b> has been established in our program as a special course for the English program. It develops internationally competitive human resources over multi-disciplinary practices with technology and science components, as well as legal, regulatory, social, and ethical aspects for bioindustry promotion. The educational aim of this program is to cultivate doctorate holders who can work as practitioners involved in the sustainable development and improvement of life sciences; focusing on food, resource, medicine, energy development, and environmental conservation technologies, to which great importance is acknowledged in the 21st century. In contrast to graduate programs in conventional universities, which generally focus on academic career paths, this program aims to cultivate practical researchers who can respond to the needs of strategy and policy making from an international perspective. Through education and research fields that integrate natural science and social science, this program seeks to cultivate special practitioners who can contribute to the creation of novel life industries. Students are expected to acquire knowledge and skills based on global standards that are needed for the acquisition and distribution of biological resources, as well as securing of intellectual properties.

## **2. Entrance Examination Schedule**

The entrance examination schedule is as follows:

- (1) Online Application Period: From December 1st, 2023, to December 8th, 2023
- (2) Submission of Required Documents: No later than December 15th, 2023
- (3) Individual Interviews: January 25th, 2024
- (4) Announcement of Decision on Application: February 15th, 2024
- (5) Enrollment Procedures: Late June 2024 to late August 2024
- (6) Enrollment Dates: October 1st, 2024

## **3. Number of Students to be Accepted**

A few

## **4. Qualifications of Applicants**

Individuals falling under either of the categories below may apply for this program:

- (1) Those who graduated or are expected to graduate from a graduate school by September 30th, 2024.
- (2) Those who have earned or expect to earn a specialized degree by September 30th, 2024.
- (3) Those who have been recognized eligible by the screening of Graduate School as having academic ability equivalent to or superior to those of university graduate and aged above 24-years old or will become 24-years old by September 30th, 2024.

## **5. Documents Required for Application**

The following documents are necessary for application. Please use the document forms which can be downloaded from

<https://www.global.tsukuba.ac.jp/programs/doctoral-program-bioindustrial-science>

Necessary Documents		To Be Submitted by	Remarks
1	Application Form for Admission	All	This is to confirm the intent of the applicant. Please use <b>Form 1</b> and attach your photo of passport-size (4.5cm×3.5cm) containing your full face, neck, and shoulders in frontal view, taken within 3 months.
2	Examination Fee	All	¥ 30,000. Please pay before application. See section 6-1 for the payment procedure. Use <b>Form 3</b> to attach the payment receipt. <b>[Exceptions]</b> 1. MEXT financed international students 2. Who have completed the University of Tsukuba Master's Program and will continue on to the University Doctoral Program within one year of the completion date.
3	Recommendation Letter	All	A recommendation letter from the dean of the applicant's faculty or the applicant's research supervisor is required. No specific format is designated. Please use A4/Letter size paper. For entry details, see section 6-2.
4	(Expected) Graduation Certificate*	All	Submit original graduation certificate (or certificate of expected graduation) issued by any university or other learning institution that meets the application requirements for the doctoral programs of this Graduate School. See section 6-3 for details.
5	(Expected) Degree Certificate*	Those who graduated from a foreign graduate school	If you graduated from a graduate school outside Japan, submit original degree certificate (or certificate of expected completion) for your Master's degree. Note that all documents must be in English or in Japanese. See section 6-4 for details.
6	Transcript*	All	Original transcript of records from the university, including Bachelor's degree and Master's degree.  If you are still attending a Graduate School, submit transcript of records within the period available. See section 6-5.
7	Study Plan	All	Please use the Form 2.

8	TOEFL /TOEIC /IELTS Test Results  【Validity Period of Test Score】 test taken after January 2021	Non-native English speakers	You are required to submit an original copy of the TOEIC Listening & Reading Test Official Score Certificate, TOEFL Examinee (Test Taker) Score Report which is sent to the TOEFL examinee from ETS by postal mail. Also possible is the "IELTS Test Report Form". ※ Regarding submitting TOEFL iBT score reports, Please check Attachment 1. (This is not required for applicants whose native language is English or are from countries where English is the official language.)
9	Examination Ticket	All	Please fill in your name and attach two photos of passport-size (4.5cm×3.5cm) containing your full face, neck, and shoulders in frontal view, taken within 3 months. Use the same photo for the Examination Ticket, Photo Sheet, and Application Form.
<p>Note:</p> <p>*1 In the case that your current name is different from that on the documents you submit (for example, because of marriage), submit with the proof (e.g., copy of marriage license).</p> <p>*2 <u>All documents must be written in English.</u> 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.)</p>			

### 6-1. Payment of examination fee

Please pay the examination fee by the due date and submit a copy of the payment receipt with the application documents. Pay by credit card. The specific payment procedures are outlined below.

Credit card payments:

- (1) Payment deadline date: **December 15th, 2023**
- (2) URL: <https://e-shiharai.net/english/>
- (3) After the payment process is complete, a “Receipt Number” will be displayed. Print out the page which shows the transaction details and receipt number and attach it to **Form3**.

## **6-2. Recommendation Letter**

A recommendation letter from your supervisor is required for application. The recommendation letter should be sealed by the dean. No specific format is designated. Please use A4/Letter size paper.

## **6-3 (Expected) Graduation Certificate**

Please submit the original graduation certificate (or certificate of expected graduation) issued by your university. No specific format is designated. Please include the date of your (expected) graduation.

## **6-4 (Expected) Degree Certificate**

Please submit the original degree certificate (or certificate of expected completion) issued by your university. No specific format is designated. Please include the date of your (expected) completion.

## **6-5 Transcript**

Please submit an original transcript. If you are currently attending graduate school, submit a transcript containing results of the past study period at graduate school. No specific format is designated. Please submit the original document, not a copy.

## **7. Submission of Required Documents**

### **(A) Submission procedure**

- (1) Fill out the required information in **Form 1** and save all files as PDF files. Please send all the PDF files by e-mail to this address.

Admission office of the Doctoral Program in Bioindustrial Sciences

[bioindustrial-adm#@#un.tsukuba.ac.jp](mailto:bioindustrial-adm#@#un.tsukuba.ac.jp) (\*Replace “#@#” with “@”)

- (2) Required documents in the form of PDF files are accepted from December 1st, 2023 to December 8th, 2023 (Japan Standard Time).

- (3) Once receipt of the PDF files has been confirmed by our office, send all original documents by international mail or internal courier service (must be received by the due date) to the address below (B).

Please be sure the application package includes the following:

- Application documents for University of Tsukuba English Course
  - The program name of the course (“International Bioindustrial Sciences Course for Doctoral Program”)
  - Applicant’s name
  - Applicant’s e-mail address
- (4) Original documents are accepted no later than December 15th, 2023 (Japan Standard Time).
- (5) Please take the transit time into account when mailing the documents, since the documents should arrive during the dates mentioned above (Japan Standard Time).

#### **(B) Mailing address**

Please send the required documents to:

Doctoral Program in Bioindustrial Sciences Office  
Graduate School of Science and Technology, University of Tsukuba  
1-1-1 Tennodai  
Tsukuba, Ibaraki 305-8572  
Japan

#### **(C) Notes when sending your application documents**

- (1) **If any document is missing or is not filled in correctly, your application will not be accepted. Please check thoroughly before sending.**
- (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 this address below before application.  
E-mail address:  
Admission office of the Doctoral Program in Bioindustrial Sciences  
bioindustrial-adm#@#un.tsukuba.ac.jp (\*Replace “#@#” with “@”).
- (4) **If any factual discrepancies are found in the information in the application or application documents after admission to the University, admission may be revoked.**

## **8. Selection method**

After the application documents are received, screening will be conducted based on the submitted documents and individual interviews. In the individual interviews, a comprehensive evaluation will be made on English ability, basic knowledge, and eagerness to enter English Course “International Bioindustrial Sciences Course for Doctoral Program”.

## **9. Announcement of Successful Applicants**

Announcement of decision: February 15, 2024

Notification of the final result will be sent by email and post to all applicants. “Documents Required for Enrollment Procedures” at the University of Tsukuba will be mailed to accepted applicants.

## **10. Enrollment Procedures**

### **(A) Time period**

- (1) The time period for enrollment procedures is from late June to late August, 2024.
- (2) Following receipt of the “Documents Required for Enrollment Procedures,” send all documents required for admission by international courier service by the above deadline.

### **(B) Payment required by students (except government scholarship students)**

- (1) The normal admission fee is ¥282,000.  
The entrance fees are exempted for those who are the Government-Sponsored (Japanese Government Monbukagakusho scholarship) foreign students or who have completed the University of Tsukuba Master’s Program and will continue on to the University Doctoral Program within one year of the completion date. (Based on the rules of the University of Tsukuba).
- (2) The tuition fee is ¥267,900 for the 1st semester and ¥267,900 for the 2nd semester (¥535,800/year).
- (3) If the amount of payment is revised at the time of admission or during enrollment, the new amount will be applied from 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.

## **11.Handling of Personal Information**

Results from the entrance examination, as well as personal information obtained by the University of Tsukuba from the applicants' documents, will be used for affairs concerning admission and screening, or may be used to improve the way of admission and university education keeping each identity confidential.

## **12.Contact**

If you have any questions about this student application process, please contact the following three addresses below.

Contact Desk:

Bioindustrial Sciences Office, Graduate School of Science and Technology, University of Tsukuba

E-mail address:

Admission office of the Doctoral Program in Bioindustrial Sciences

[bioindustrial-adm#@un.tsukuba.ac.jp](mailto:bioindustrial-adm#@un.tsukuba.ac.jp) (\*Replace “#@#” with “@”)