

**Graduate School of Science and Technology, Degree Programs in Life and Earth Sciences,  
University of Tsukuba**  
**APPLICATION GUIDELINES for**  
**Master’s Program in Agro-Bioresources Science and Technology**  
**“International Agricultural Sciences Program”**

**Call for Applications: 2024 October Entrance**

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

Objectives of Education	The International Agricultural Sciences Program is a multidisciplinary master’s program focusing on agricultural topics that deal with agro-bioresources science and technology. The aim of the International Agricultural Science Program is to develop linkage with international organizations and partner universities contributing to agricultural developments. This program will be organized with the international research institutes collaborating with the University of Tsukuba. Contemporary agricultural and environmental issues throughout the world will be given priority for conducting research in this program.
Admission Policy	<p>(1) Qualifications</p> <p>The University of Tsukuba seeks students who are interested in topics related to food, life science, environment and bio-resources that aim to solve current problems with specialty and broad knowledge. Applicants are requested to demonstrate academic interests in various issues involving the life phenomena of humans and other living organisms and the global environment. Special focus on the sustainable use of agro-biological resources and possession of applicable skills to analyze events from a variety of perspectives are sought for this program.</p> <p>(2) Policy of Selecting Students</p> <p>The University will make a comprehensive evaluation of applicants based on whether each applicant has the ability to conduct research in an advanced field of agricultural sciences and proficiency in English. Additionally, academic ability to acquire advanced knowledge and understandings of contemporary problems existing in the world will be evaluated based on the submitted documents, research presentation, and individual interview.</p>

**2. Entrance Examination Schedule**

The entrance examination schedule is as follows:

- (1) Announcement of guidelines for 2024 applications: December 2023
- (2) Application Period: January 5, 2024 to January 25, 2024
- (3) Submission of Required Documents by Email: January 5, 2024 to January 11, 2024 (PDF)
- (4) Submission of Required Documents by Post: January 12, 2024 to January 25, 2024 (Originals)
- (5) Individual Interviews (Oral Examination): February 13, 2024 to February 27, 2024
- (6) Announcement of Final Decision on Application: March 22, 2024
- (7) Enrollment Procedures: Late June, 2024 to end of August, 2024 (A separate notification will be sent)
- (8) Enrollment Date: October 1, 2024
- (9) Entrance Ceremony: End of September, 2024

**3. Number of Students Accepted per Year**  
Limited

#### 4. Qualifications of Applicants

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

- (1) Individuals who have graduated or who will graduate from a Japanese four-year university program by September 30, 2024.
- (2) Individuals who have graduated from a university outside Japan that implements 16 or more years of school curriculum up to university graduation, and expected to earn a bachelor's degree by September 30, 2024.
- (3) Individuals who have been recognized by the Graduate School of University of Tsukuba through the eligibility screening to have academic ability equivalent or superior to that of a bachelor's degree.

(If you have any questions about your eligibility, send us an e-mail to:  
[intagrsciadm@un.tsukuba.ac.jp](mailto:intagrsciadm@un.tsukuba.ac.jp)

#### 5. Documents Required for Application

The following documents are necessary for application. Please use the application forms that can be downloaded from the following web page

<https://www.global.tsukuba.ac.jp/programs/international-agricultural-sciences>

Necessary Documents		Prepared by	Remarks
1	Application Form	All	Fill 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 9.
2	Study Plan	All	Use <b>Form 2</b> .
3	Recommendation Letter	Reference person	A sealed confidential recommendation letter from the reference person. Use <b>Form 3</b> . For details, see <b>Section 6</b>
4	Supervisor's Agreement	Prospective academic advisor at University of Tsukuba	"Supervisor's Agreement" from prospective academic advisor at University of Tsukuba. Use <b>Form 4</b> . For details, see <b>Section 7</b> .
5	(Expected) Completion Certificate*	All	Certificate of Graduation (or expected graduation) from the university where the applicant graduated (or expects to graduate). Please make sure that the type of (expected or obtained) degree, enrolment date, (expected) graduation date are included.
6	Degree Certificate*	Applicants Graduated from abroad	If you have graduated from a foreign university, submit a degree certificate for your bachelor's degree. Please make sure that the type of (expected or obtained) degree, enrolment date, (expected) graduation date are included.
7	Transcript*	All	See <b>Section 8</b> . Original transcript (with official stamp) of records from the bachelor's program of the previous university. If you are still attending an undergraduate program, submit a transcript for the period from the enrolment to the point of current application.

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	Certificate of Sponsorship	Funded Applicant	Please submit a “Certificate of Sponsorship” from a public funding agency (If any).
10	Proof of Payment of Examination Fee	All	¥30,000 Use <b>Form 5</b> . See <b>Section 9(B)</b> . <b>[Exceptions]</b> MEXT financed international students
11	English proficiency	All	Submission of TOEFL, TOEIC or IELTS test results. See <b>Section 10</b> .
12	Checklist	All	Attach checklist ( <b>Form 6</b> ) at the top of the application documents.
<p>Notes:</p> <p>*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>i) <b>All application documents must be written in English or Japanese.</b> If the documents or qualification certificates <u>issued by your school</u> 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 size paper).</p> <p>ii) Forms 1, 2, 3, 4, 5 and 6 can be found at the end of this “Guidelines for Application”.</p>			

## 6. Recommendation Letter

A sealed confidential recommendation letter needs to be prepared by the **dean/research supervisor/head of the applicant’s university or University of Tsukuba’s academic advisor (in case of current research student)**. Use **Form 3**.

## 7. Supervisor’s Agreement from Prospective Advisor at the University of Tsukuba

A letter of agreement (**Form 4**) should be prepared and submitted to the Graduate Program Office for Agricultural Sciences (F306) by a **prospective academic advisor at the University of Tsukuba**, confirming to serve as an academic advisor when the applicant is successfully accepted at the graduate school of the University of Tsukuba.

## 8. Transcript

Please submit an original academic transcript (not a copy). If the applicant is still in undergraduate school, please submit a transcript which contains the results for the period from enrolment up to the time of current application.

## 9. Submission of Application Forms

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

#### (1) Required documents

- a) Form 1, 2, 4, and 6, Completion (or expected) Certificate, Degree Certificate, transcript, English score as well as other available documents.
- b) Format: PDF
- c) Submission Period: **January 5, 2024 to January 11, 2024** (Japan Standard Time).
- d) E-mail address: [intagrsciadm@un.tsukuba.ac.jp](mailto:intagrsciadm@un.tsukuba.ac.jp)

(2) The eligibility of the applicants will be checked by the administration office.

(3) Eligible applicants will receive an e-mail message to pay the examination fee and submit the hard copy of the application forms.

**(B) Credit card payment of the Examination Fee.**

**[ATTENTION]**

**Payment should be made only after eligibility of application has been checked as described at Section 9(A).**

Payment period: **January 12 to January 25, 2024 (Japan Standard Time).**

URL for payment: <https://e-shiharai.net/english/>

Amount: 30,000 Japanese yen

Receipt: Please print the receipt page and attach to Form 5

**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**

**January 12, 2024 to January 25, 2024 (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 or is not filled in correctly, your application will not be accepted. Please check thoroughly and carefully before sending the documents. Please note that the original application documents must be received during the period of accepting documents in JST 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 e-mail to the address below before applying.  
E-mail address: [intagrsciadm@un.tsukuba.ac.jp](mailto:intagrsciadm@un.tsukuba.ac.jp)
- (4) If any factual discrepancies are found in the application or application documents after admission to the University, admission may be revoked.

**10. English proficiency**

Please send one of the following test results with Photo ID of the applicants;

- i ) Examinee Score Report (TOEFL),
- ii ) Official Score Certificate (TOEIC)
- iii ) Test Results Form (IELTS).

[ATTENTION] Original test scores from February 2022 or later are valid.

**11. Selection Method**

Admission of the applicants will be decided based on the application documents and individual interviews either in person or by teleconferences or Skype Communication. In the individual interviews, a comprehensive evaluation will be made of the applicant's basic knowledge, research interests, English ability, and motivation for seeking admission to the course.

**12. Announcement of Successful Applicants**

Final acceptance will be announced on **March 22, 2024.**

Notification of the final result will be sent by e-mail and post to all applicants. "Documents Required for Enrollment Procedures" at the University of Tsukuba will be mailed to successful applicants by the end of June 2024.

### **13. Enrollment Procedures**

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

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

#### **(B) Payment required by students (except MEXT Scholarship students)**

- (1) The normal admission fee is ¥282,000.
- (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 is revised at the time of admission or during enrollment, the new amount will be required 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.

### **14. Confidentiality 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.

### **15. 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](mailto:intagrsciadm@un.tsukuba.ac.jp)