

Admission Policies

Nagoya Institute of Technology Graduate School adheres to three principles:

- Education
- Innovation in science and technology
- Contribution to the future

The Institute is dedicated to research collaborations with other universities of science and technology throughout the nation and the world in order to bring knowledge to bear upon the global challenges. To achieve these goals, we seek the students who have:

1. mastered the fundamental knowledge which enables him/her to combine academic study in a wide range of engineering areas,
2. the ability to work wisely, creatively, and effectively for the advancement of technology, and
3. the passion to commit to technological advances.

**2009 Admission Requirements for
Privately Financed International Graduate Students
(Master's Degree Program)**

1. Department and number of students accepted

Department	Number of Accepted Students
Materials Science and Engineering	a few
Engineering Physics, Electronics and Mechanics	a few
Computer Science and Engineering	a few
Architecture, Civil Engineering and Industrial Management Engineering	a few
Techno – Business Administration	a few
Frontier Materials	a few
Scientific and Engineering Simulation	a few

2. Qualifications

Under Immigration Control and Refugee Recognition Act, (1) foreign applicants holding a 'Certificate of Eligibility' or (2) foreign applicants who will be issued a Certificate of Alien Registration after admission, must meet one of the following requirements.

However, it shall be pointed out foreign applicants who have graduated (or will graduate) from universities in Japan shall take another entrance procedure, which is the same as that for Japanese applicants.

- (1) Those who have completed 16 years of schooling abroad or will complete the final year by March 31, 2009.
- (2) Those who are recognized or will be recognized by March 31, 2009 as having academic ability of bachelor's degree level through correspondence courses by foreign institutes inside Japan.

- (3) Those who have completed or are expected to complete, by March 31, 2009, specialized training colleges in Japan recognized by the Minister of Education, Culture, Sports, Science and Technology separately after the date designated by the Minister. This applies only to programs where the program duration is at least 4 years and the program complies with requirements determined by the Minister.
- (4) Those who have received schooling in another country where the number of years in the curriculum of the school education to graduate school is less than 16 years and have postgraduate qualification by engaging in research activities at institutions (a university or a laboratory) located in Japan or abroad at least one year, and will be 22 years old as of March 31, 2009.
- (5) Those who have been considered to be equivalent to or surpassing the academic level of a 4-year course of the NIT through individual screening of entrance qualifications on campus.

Those who intend to apply are screened to evaluate their entrance qualifications individually. Academic transcripts from institution previously attended, professional experiences, and international activities shall be considered for screening. With a completed set of application documents for graduate school (please refer to page 4 4(2) a, b, c, d, f, h and i), the following documents shall be submitted by 4pm July 2 (Wednesday):

- The outline of the school previously attended and the school curriculum of school education
- Application form for individual screening of entrance qualifications (the form is provided by the school).

The result of screening of entrance qualifications and successive procedure to take will be conveyed to the candidate by July 9 (Wednesday)

3. Application Period in which documents must be submitted:

July 22 2008 (Tuesday) to July 25 (Friday)

Office hours will be between 9:00 AM and 4:00PM.

For applications submitted by post, a completed set of application documents must be sent **by registered mail by July 25 (Friday)**.

4. Application Procedure

(1) Application submission

Applicants must forward all necessary documents to Examination Division no later than the deadline. In case of postal service, the documents shall be arrived in a private envelop by registered express mail. Please write **in red** on the front of the envelope as follows:

‘Privately financed international graduate student application forms are enclosed.’

(2) Application documents

	Documents to be submitted	Comments
a	Application form, test ID, photograph card	Use the form provided.
b	Composition about reasons for applying	Use the form provided.
c	Official transcript	Only the original document is accepted.
d	Certificate of graduation or certificate of graduation prospect	Only the original document is accepted.
e	Entrance examination fee 30,000 Yen	For information on payment method, see page 10. Payment should be made at a post office.
f	Alien registration certificate	Applicable for only those who reside in Japan.
g	Return envelope	Applicable for only those who mail. Write your own address on the envelope. The envelope must have a 350 Yen stamp affixed.
h	Applicant's address label	The same current address as on the Application form shall be used.
i	Certificate of research activities	Applicants who engaged in research activities, at least for one year, at institutions located in Japan or abroad.

(3) Notes:

- (a) Applicants lacking any of the required documents shall not be dealt with.
- (b) Any documents sent in cannot be won't be returned or revised after submission under any circumstance.
- (c) The admission fee is not refundable.
- (d) Acceptance of enrollment shall be canceled, even after admission, if the applicant is will be found to have provided false information on the application documents.

5. Test ID card

The test ID card will be given to an application when application forms are brought in person. In case of application by post, the test ID will be mailed to all applicants, by using a return envelope.

6. Applicants with physical disabilities

Applicants with physical disabilities (in accordance with Article 22 Paragraph 3 of the School Education Law), who will require special consideration at the examination ets, should inquire at Examination Division by July 2, 2008 (Wednesday)

7. Selection Process

Successful applicants will be selected based on the elements of written examinations, academic transcript, and personal interview.

Applicant's top three choices for fields of research (which are shown in the applicant's application form), the results of examinations and so on, will play a key role in the selection process. There will be a possibility that applicant's second or third choice, instead of the first choice, will be successfully accepted.

(1) Examination (written examination)

(a) Tests in the field of specialty:

Examination date: August 21 (Thursday)

The written examination will consist of tests in the applicant's field of specialty. Applicants will choose question(s) out of special subjects (see appendix). The examination, questions will be presented in Japanese; but answers may be made in Japanese or English.

Department Name	Number of Questions	Examination hours
Materials Science and Engineering	1	9:00 – 10:00
Engineering Physics, Electronics and Mechanics	2	9:00 – 11:00
Computer Science and Engineering	2	9:00 – 11:00
Architecture, Civil Engineering and Industrial Management Engineering	2	9:00 – 11:00
Techno - Business Administration	2	9:00 – 11:00
Frontier Materials	1	9:00 – 10:00
Scientific and Engineering Simulation	2	9:00 – 11:00

(b) Foreign language test

Examination date: August 21 (Thursday) between 13:00 and 14:30

Applicants will be able to choose English or Japanese.

(2) Interview

Oral examination date: August 22, 2008 from 10:00AM

Enthusiasm for research, aptitude, and personality will be reviewed in the interview.

8 Examination place

Nagoya Institution of Technology

9 Announcement of accepted students

- (1) ID numbers of successful applicants will be announced on the bulletin board in the auditorium lobby on campus at noon September 12 (Friday). No telephone inquiries will be accepted. In addition, a letter stating your results will be sent out to successful candidates only.

- (2) A certificate of admission will be sent to the successful candidates at the end of February 2009.

10. Academic Fees and Expenses

Enrollment Fee	282,000 Yen
Annual Tuition Fee	535,800 Yen(per year) First semester 267,900 Yen Second semester 267,900 Yen (subject to change)

Notes:

1. Annual tuition will be subject to change without notice; when tuition fees are revised, new estimated fee will be valid on that occasion and will be applied to every enrolled student.
2. Students may choose to pay for the annual tuition fees at the outset.
3. Students who have not paid the first-term tuition at the time of admission will be responsible to make a payment by April 30 (Thursday)
4. Enrollment fees will not be refunded after completion of the admission procedures under any circumstances. However, the tuition will be returned later on at the request of those who have already completed the admission procedure, yet filed a refusal to attend school by March 31 (Tuesday)
5. An exemption for the admission fee and tuition will be awarded to excellent students with financial difficulties.

11 Fields of Research and Faculty Members

The application form will request an applicant to fill out the three fields of research he/she wants to study, and the supervisory professor's name. Please refer the details to another manual 'Fields of Research and Faculty Members'

12 Condition for completion

(a) All Departments except the Department of Techno-business Administration

A student will have to attend the Master degree program for at least two years, acquire at least 30 units, attend research classes, and pass the master's theses exam and the final examination.

(b) Department of Techno-Business Administration

A student will have to attend the Master degree program for at least two years, acquire at least 30 units, attend research classes, and pass the master's theses exam or research papers exam and the final examination.

Note:

The research paper shall have a clear research question in the special subject and the argument in a clear and creative manner to answer the question. Or

The research paper shall be technical report related to development of new products,

13 Others

- (1) Recipients of the government scholarships (including Japanese government) shall be dealt with separately. These students will be recruited in the beginning of December.

Please feel free to ask us when you have questions. For postal enquiries, a self-addressed envelope with 350 Yen stamp will be requested.

- (2) For any inquiries regarding the admission, contact the following via email or Fax.

Admission Division

Dept. of Student Affairs

Nagoya Institute of Technology

Gokiso-cho, Showa-ku, Nagoya

Aichi, 466-8555, Japan

FAX: +81-52-735-5084

Email: nit.nyushi@ml.nitech.ac.jp