

Registration Guidelines for SOKENDAI Freshman Course (Second Semester 2025)

1. Summary of SOKENDAI Freshman Course

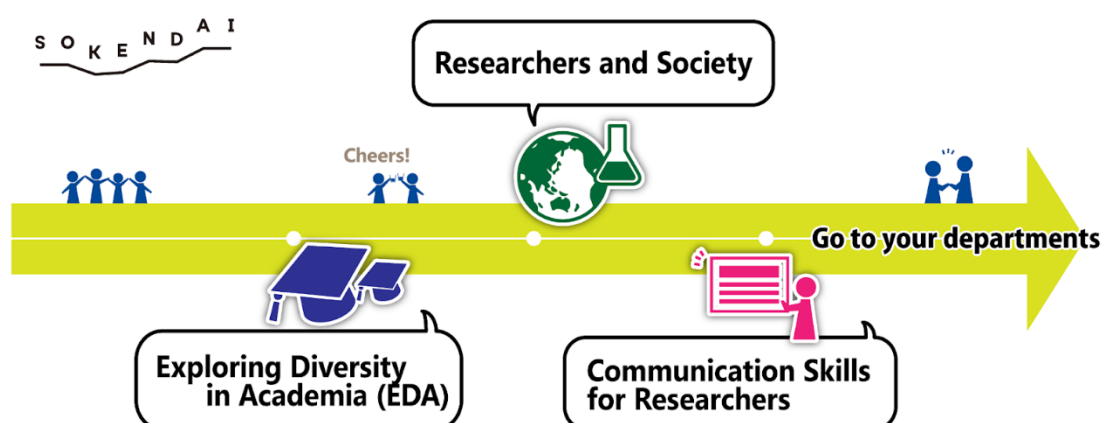
The Freshman Course is a four-day intensive course for newly enrolled students of SOKENDAI.

This course has two objectives:

- (1) To acquire basic knowledge and skills required for all researchers.
- (2) To understand SOKENDAI's broad range of intellectual fields and create a network beyond your research field.

This course consists of three sections: "Exploring Diversity in Academia (EDA)," "Researchers and Society," and "Communication Skills for Researchers."

For the class details, please check the FC website (<https://freshman.soken.ac.jp>).



Exploring Diversity in Academia (EDA)	Researchers and Society	Communication Skills for Researchers
You will learn about the diversity and commonality of research activities conducted at each inter-university research institute. You will also imagine your research life at SOKENDAI, which is about to begin. In addition, you will interact with students and faculty members from different fields.	You will learn about the responsibilities of researchers in society through discussion and lectures.	This class is offered on demand. You will learn "writing" and "presentation" skills necessary for researchers. You can choose between lectures in Japanese or English.

【Class Scenes of SOKENDAI Freshman Course】



The following rules apply:

(1) For all SOKENDAI students: Elective

(2) Requirements and Credits

Number of Credits	2 Credits (Students must attend all sessions/classes, submit all the required assignments, and actively participate in the class.
Grading	Contribution to the class and the submitted assignments (refer to the course syllabus) *Use of Generative AI: https://www.soken.ac.jp/en/news/2023/20230512_2.html
Language*	English except for "Communication Skills for Researchers" (English/Japanese elective) The ability to carry out discussions in English is a must.
Targeted Year	Newly enrolled and currently enrolled students (1 st - to 5 th -year students)
Textbooks and Suggested Readings	Distributed in class

* If you prefer to take the course in Japanese, please register for the course in April 2026.

2. Schedule for SOKENDAI Freshman Course 2025 Second Semester

DATE: Tuesday, October 7 – Friday, October 10, 2025

Date	Time	Session		Venue* ¹
Oct. 7 (Tue)	12:00 – 13:00	Registration for Freshman Course		SOKENDAI Hayama Campus
	13:00 - 14:50	Orientation, Lecture on Mental Health, Entrance Ceremony	14:00-15:00 Registration at LOFOS Shonan	
	14:50 – 15:30	Move to LOFOS Shonan		
	15:30 - 17:00	Exploring Diversity in Academia (EDA)		
	17:00 - 17:15	Announcement from the Office for SOKENDAI Freshman Course		
	17:30 - 19:00	Reception		
Oct. 8 (Wed)	9:00 – 11:00	Exploring Diversity in Academia (EDA)		LOFOS Shonan, Conference Room "Isshiki"
	11:10 - 12:10			
	12:10 - 13:10 Lunch Break			
	13:10 - 14:40			
	14:50 – 16:20	Researchers and Society [2]: "Social History of Research"		
	16:30 – 16:50	Photo Session		
Oct. 9 (Thu)	9:00 - 10:30	Researchers and Society [3]: "Seeing Your Research from Different Perspectives"		
	10:40 - 12:10			
	12:10 - 13:10 Lunch Break			
	13:10 - 14:40			
Oct. 10* ² (Fri)	"Communication Skills for Researchers" (Writing & Presentation) [English or Japanese elective]* ³ "Researchers and Society [1]": Research Integrity ※The deadline for the on-demand class assignments is Nov. 30 (Sun).			On-Demand* *Available to watch by Nov. 30 (Sun).

*1: Please refer to the location map in Attachment 1 on page 8.

*2: October 10 is designated the day for intensive on-demand classes; however, if taking on-demand classes that day is difficult, you have until November 30 to watch the classes and complete the assignments by then..

*3: Please take the class in either English or Japanese.

[NOTE] The above schedule is subject to change without notice.

3. How to Register

(1) Please register from the following site: <https://forms.gle/ior3jNtqVPuvsaTA8>



- **Registration Deadline:** **Noon, Thursday, September 18, 2025**※
※ The registration site will be closed at noon.

➤ Related link:

- ✧ SOKENDAI Event Website: <https://www.soken.ac.jp/en/event/2025/20250821.html>
- ✧ Freshman Course Special Website: <https://freshman.soken.ac.jp>

(2) **Document to be submitted: “Local Remittance Registration Application”**
(Freshman Course participants ONLY)

Please submit the “Local Remittance Registration Application Form*” to the Office for SOKENDAI Freshman Course at [freshman\(a\)ml.soken.ac.jp](mailto:freshman(a)ml.soken.ac.jp) (please replace (a) with @ when sending an email).

* The electronic form is available on the above-mentioned SOKENDAI Event Website:

<https://www.soken.ac.jp/en/event/2025/20250821.html>

- **Submission Due Date: Thursday, September 18, 2025.**

Please note:

1. Those who have already submitted the form for the student travel expense subsidy do not need to submit it again.
2. Integrative Evolutionary Science Program students do not need to submit the form.
3. International students, please submit a copy of the first two pages of your bankbook. If unavailable, provide a copy of your cash card to ensure accurate bank information.
4. In the 'Present Address' section of the form, please enter the address where you will be living from October. If you don't know the address, please submit the form once you have your new address.
5. If you have not opened a bank account by the submission deadline, please submit the form after you open one.

[About CANCELLATION]

- If you cancel your participation after the registration deadline without notice or a valid reason, a cancellation fee for the accommodation may be charged.
- If you cancel meals after the registration deadline, the full meal cost may be charged as a cancellation fee, regardless of the reason, depending on the timing of the cancellation.

[SOKENDAI Privacy Policy] Please refer to the site below.

https://www.soken.ac.jp/en/outline/pr/aboutsite/privacy_policy/

4. Things to do after Registration before the Freshman Course starts

Step 1: On or about October 1, we will send an email to all FC participants with a password to log in to the "Information" page on the FC website (<https://freshman.soken.ac.jp>) for students only.

The following information will be available for students on the "Information" page.

- Schedule of classes and sessions
- Information on each session and the faculty member in charge
- Download links for each session's materials
- Important notice for taking the On-demand classes

Step 2: Pre-assignment Submit “an episode with unexpected social impacts.”

In the “Seeing Your Research from Different Perspectives” session on October 9, we will work on and discuss critical issues and cases within your research field that may have some degree of significant social impact and influence.

Submit the following items to describe the episode* via the FC “Information” website. The submission deadline is October 6.

1. When did it happen?
2. What people (or things) are involved?
3. Please show two perspectives on the episode (perspectives #1 and #2).
4. Notes to summarize the main points of your episode.

* What is the “Episode”?

- A “true” story that can be found in your research field (e.g., you can search on the internet or ask your colleagues) and/or based on your research experience.
- Such episodes/cases (with unexpected social impacts) that are well-known within your research field, but may not be so familiar for researchers in other fields and/or general public.
- If you cannot find any, it is also fine to prepare an episode in related research fields (preferably close to your research field).

[Example of the Episode]

Episode: “Starlink” satellites launched by Space X American aerospace company.

1. When: Since 2019 (first Starlink launch)
2. Related people or things: Satellites, people all over the world, astronomers
3. Perspective #1: Benefits of low-cost, high-performance satellite Internet access service
Perspective #2: Serious light pollution problem for ground-based observation by astronomers
4. Notes: Improvements in communication technology by Starlink satellites have made it possible to connect to high-speed Internet from anywhere in the world. However, the satellites reflect enough sunlight at night which causes a serious problem for sensitive telescopes.

All participants are expected to present this pre-assignment episode to the class in the “Seeing Your Research from Different Perspectives” session on October 9. Then, you will need your laptop and a presentation software (e.g., PowerPoint) to present this episode. If you have any questions regarding the above matters, please contact The Center for Education Planning and Development (cepd_edu@ml.soken.ac.jp).

5. Registration for Freshman Course on Tuesday, October 7

Registration will open at the following times and venues. Please register during either (1) or (2), depending on your arrival time in Hayama.

Period	Venue
(1) 12:00 - 13:00	Main Building Lobby (1 st Fl.), <u>SOKENDAI Hayama Campus</u> (See Attachment 2 on page 9)
(2) 14:00 - 15:00*	In front of the Lecturing Conference Room, <u>LOFOS Shonan</u> (See Attachment 3 on page 10)

* If you are to register at LOFOS Shonan, you need not stop by the SOKENDAI Hayama Campus; you may go straight to LOFOS Shonan.

6. Items to bring

Please bring a laptop to edit presentation files and stationery.

7. Accommodation and Lecture Venue for the Freshman Course Participants

LOFOS Shonan: 1560-44 Kamiyamaguchi, Hayama-machi, Miura-gun, Kanagawa
(<http://www.gakuin.gr.jp/hotel/>) (Japanese site only)
A five-minute walk from the SOKENDAI Hayama campus.
(Please refer to the map in Attachment 1 on page 8 for its location.)

- SOKENDAI will bear the accommodation costs for the nights of Tuesday, October 7, and Wednesday, October 8, including breakfast on the following morning.
- The participants should bear lunch and dinner costs, except for the reception on October 7, which SOKENDAI covers.
- The participants will be accommodated in a standard room with one single bed or two single beds for single occupancy. No requests for room preferences are acceptable.

8. Reception on Tuesday, October 7 (17:30 – 19:00)

The reception is scheduled from 17:30 to 19:00 on Tuesday, October 7, at LOFOS Shonan as part of the official event of the course. All the participants are requested to attend the reception (The reception is free of charge to the participants).

9. Meals (Lunch and Dinner)

Since only one convenience store, Family Mart, is within walking distance from LOFOS Shonan, SOKENDAI will arrange lunch and dinner at LOFOS Shonan for those who wish to, at the price stated in the table below. If you want to order them, please sign up for lunch and/or dinner on the Registration Form. You need to pay the costs of the meals you ordered at the Registration on Tuesday, October 7. Please kindly prepare the exact amount of money in cash.

【NOTE】

- Cancellation after the registration deadline may result in a charge for the full cost of the meals you ordered, regardless of the reason, depending on the timing of the cancellation.
- Any orders on the spot cannot be accommodated.
- Since there are no arrangements for lunch on Tuesday, October 7, please prepare by yourself.

	Dates	Price	Remarks
Lunch	Oct. 8 (Wed.) Oct. 9 (Thu.)	@JPY1,600 (Tax included)	Certain dietary restrictions, such as allergies or vegetarian preference, can be accommodated, while strict dietary restrictions, such as halal meals, may not. Please indicate your dietary restrictions, if any, on the Registration Form.
Dinner	Oct. 8 (Wed.)	@JPY2,100 (Tax included)	

10. Chartered Bus Services between JR Zushi Station and SOKENDAI Hayama / LOFOS Shonan

SOKENDAI will arrange the following free chartered buses for the Freshman Course participants.

(1) October 7 (Tue): JR Zushi Station => SOKENDAI Hayama Campus

The chartered bus will arrive at the SOKENDAI Hayama campus in time for registration. The students who only attend the entrance ceremony may also use the chartered bus.

- If you wish to take the chartered bus, please sign up for the bus service on the Registration Form.
- Come to the meeting point in time. The bus will leave on time and will not wait for the students who are late to come, even if they signed up. If you are late, please come to the SOKENDAI Hayama Campus by yourself using public transportation.
- Please refer to the following URL for access to the JR Zushi Station: <https://www.soken.ac.jp/en/access/>

■ **Meeting Date & Time:** **11:15 am on October 7 (Tue)**

- The bus will leave at 11:30 am SHARP.
- It takes approx. thirty minutes to reach the SOKENDAI Hayama campus.

■ **Meeting Point:**

At the East Exit at JR Zushi Station (please see the map below)

- SOKENDAI staff will meet you at the station to take you to the place where you get on the bus.
- JR Zushi Station is a five-minute walk from Keikyu Zushi-Hayama Station.



(2) October 9 (Thu): LOFOS Shonan => JR Zushi Station

SOKENDAI will charter the buses from LOFOS Shonan to JR Zushi Station after the Freshman Course finishes on Thursday, October 9. No sign-up for this bus ride is needed.

11. Public Transportation to SOKENDAI Hayama Campus or LOFOS Shonan

For those who wish to take public transportation to SOKENDAI Hayama Campus or LOFOS Shonan, please refer to the following URL sites: <https://www.soken.ac.jp/en/access/>

Please get off the bus at "Shonan Kokusaimura Center Mae" to SOKENDAI Hayama Campus or LOFOS Shonan (Refer to the map in Attachment 1 on page 8).

12. Student Travel Expense Subsidies

SOKENDAI will provide subsidies for all or part of the travel expenses, basically between the student's institute and the SOKENDAI Hayama campus, for those who attend the Freshman Course according to the SOKENDAI regulations. The subsidies will be paid to the student's bank account after confirming attendance at all the course sessions. It may take more than a month for the students to receive subsidies in their bank accounts.

Please note that:

- A chartered bus ride is not counted for subsidies.
- The subsidies do not apply to those who only attend the entrance ceremony.
- The subsidies do not apply to the Integrative Evolutionary Science Program students.
- Shinkansen (the bullet train) fares apply to those who travel more than 100 km one way on Shinkansen (Shinkansen fares do not apply to Genetics Program students.)

[Using Shinkansen (JR Bullet Train)]

	Outward Trip to Hayama	Return Trip home
New Students	The regular fares apply.	"Student discount fares" ^{*1} apply.
	SOKENDAI Hayama Office will prepare a "Certificate for Student Discount Ticket" for the return trip and provide it to the applicable students at registration on Tuesday, October 7. Therefore, do not purchase a round-trip ticket in advance.	
Current Students ^{*2}	Student discount fares apply.	

*1: "Student discount fares" apply to students whose affiliated institutions are more than 100km one-way away by JR train from SOKENDAI Hayama Campus.

*2: For the current students, please ask for a "Certificate for Student Discount Ticket" at your program/department office before traveling.

13. Prayer Rooms

Rooms for prayers are available at the following times and venues. If you wish to use the prayer room, please ask the SOKENDAI staff. Please check the venues in the attached map.

Time Period	Venue
Oct. 7 (Tue) 12:00 – 13:00	1 st Floor, Annex Bldg., Hayama Campus, SOKENDAI (See Attachment 2 on page 9)
Oct. 9 (Thu) 08:45 – 14:40*	LOFOS Shonan (See Attachment 3 on page 10)

* Please note that the above room at LOFOS Shonan is not designated exclusively as a prayer room. However, after you check out in the morning on Oct. 9, you may use the room for prayer.

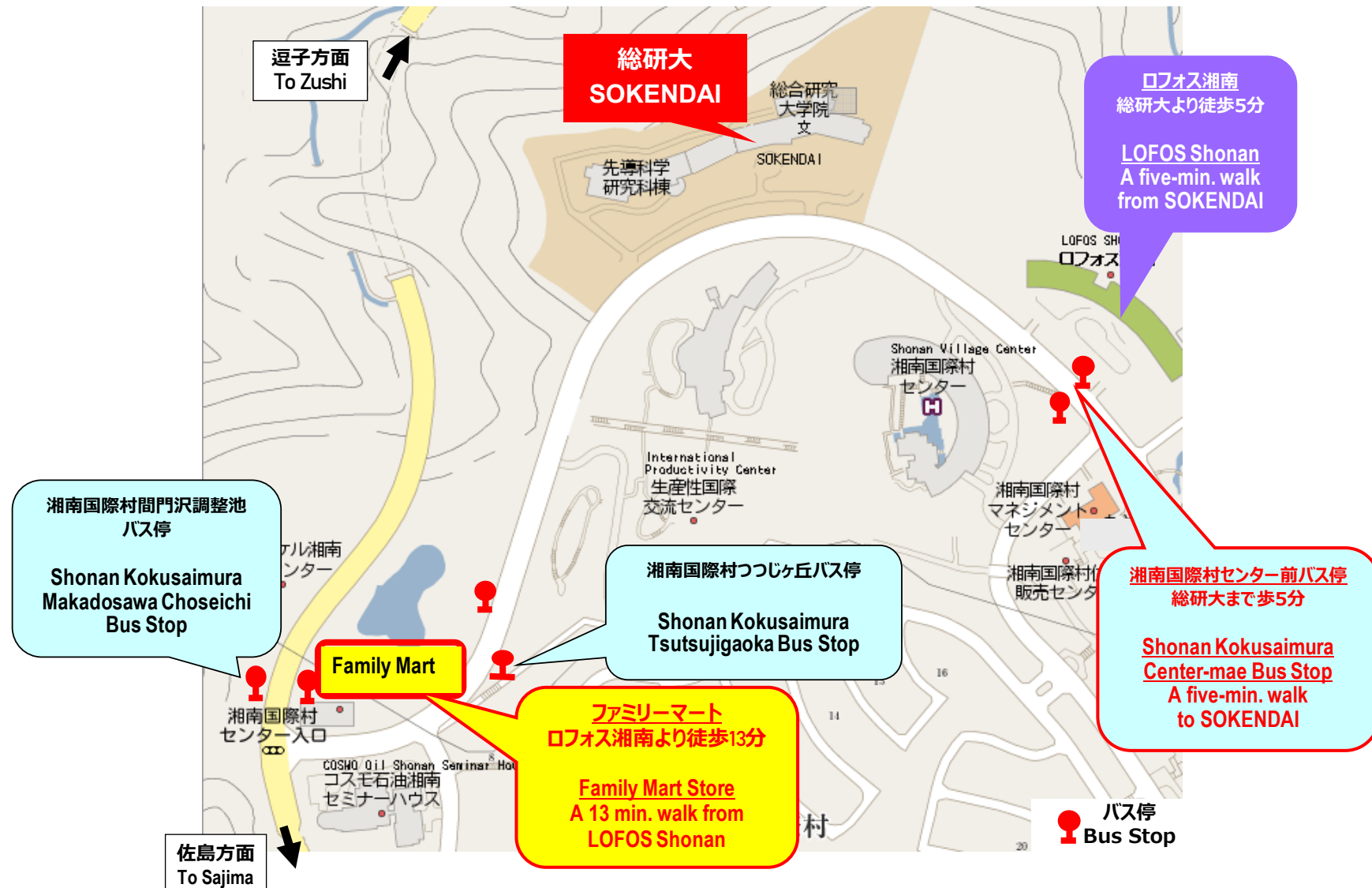
14. Contact Information

- Office for SOKENDAI Freshman Course: E-mail: freshman@ml.soken.ac.jp, Tel: +81-46-858-1647/1583
- Inquiries about on-demand classes: E-mail: cepd_edu@ml.soken.ac.jp

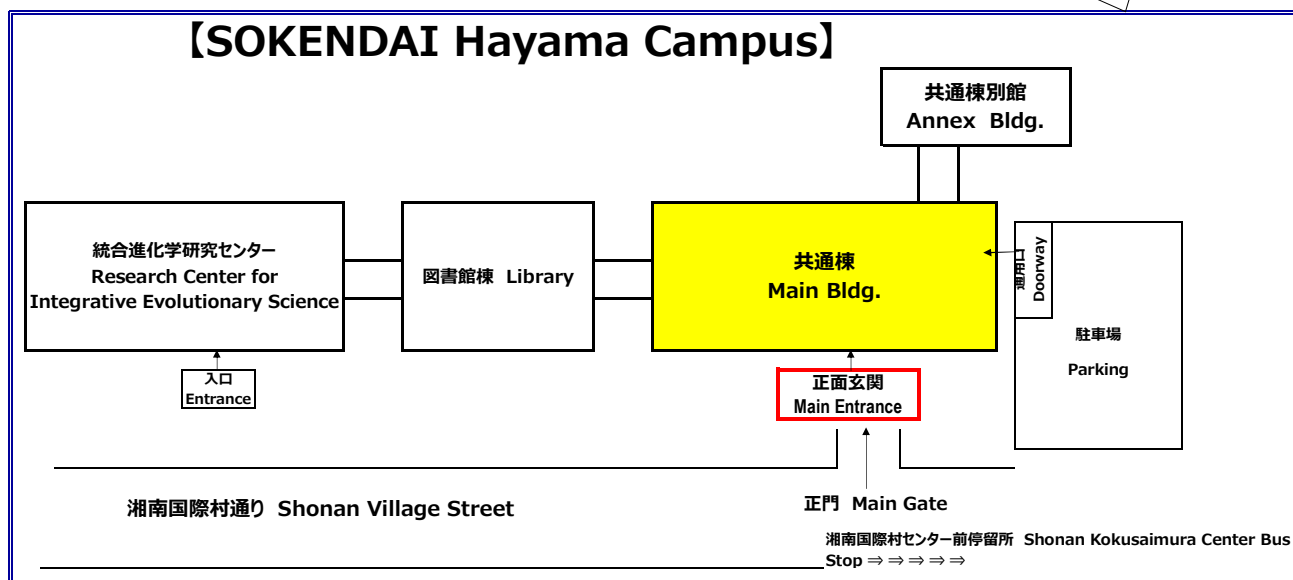
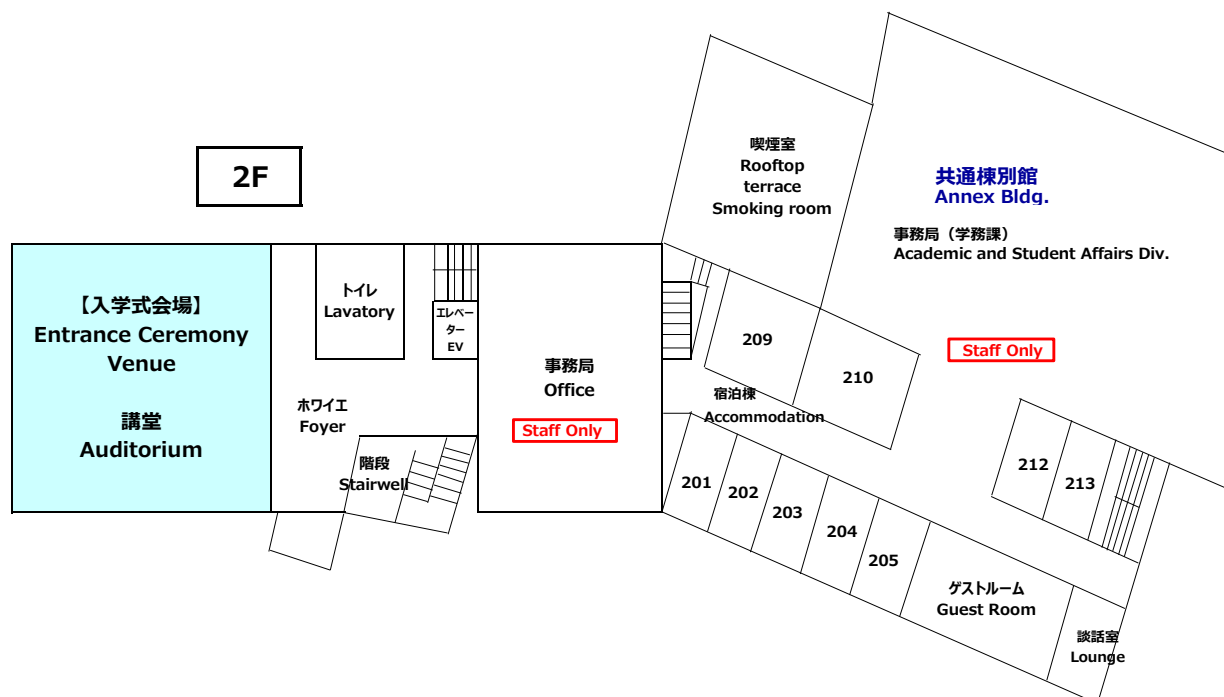
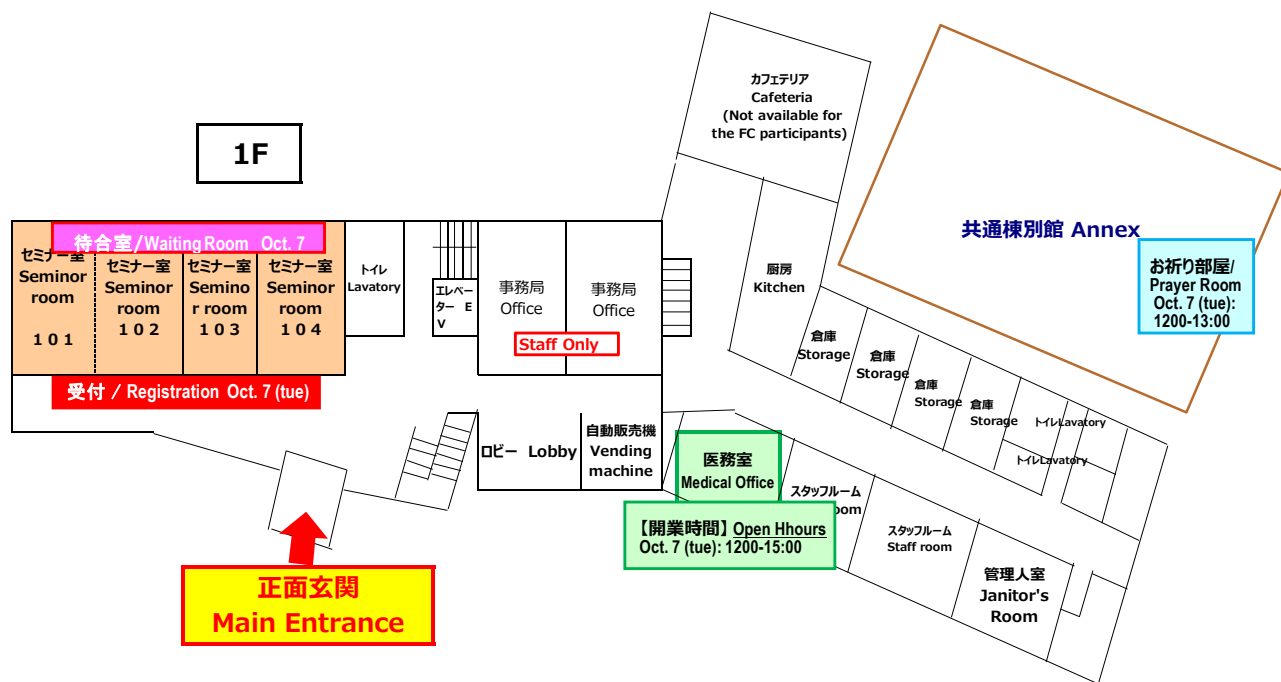
[Attachment]

- Attachment 1: Map around the SOKENDAI Hayama Campus
- Attachment 2: SOKENDAI Hayama Campus Map
- Attachment 3: LOFOS Shonan Map
- Form: "Local Remittance Registration Application" (Form and Entry Example)

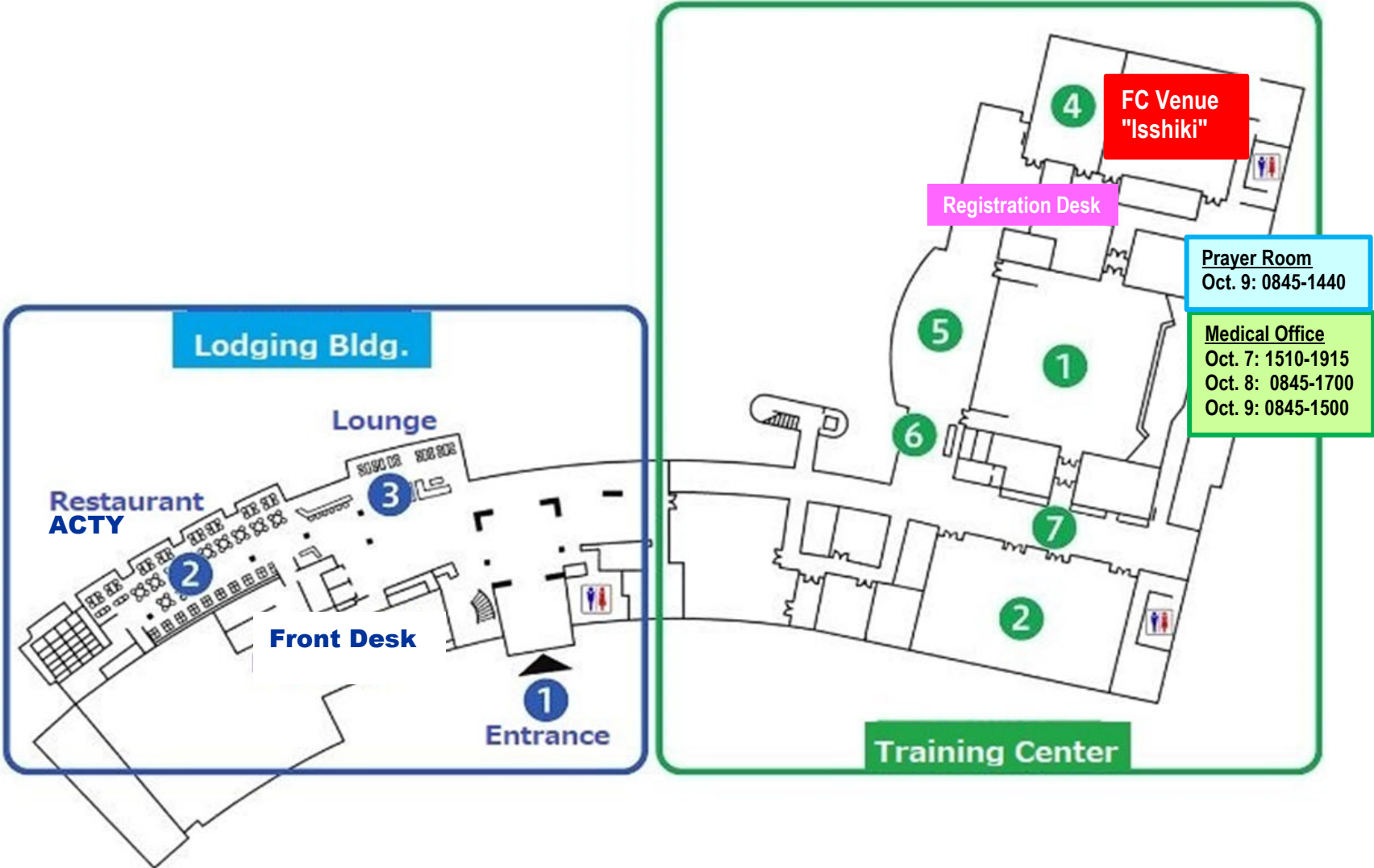
総研大葉山キャンパス 周辺マップ / Map around SOKENDAI Hayama Campus



総研大葉山キャンパスマップ / SOKENDAI Hayama Campus Map



ロフォス湘南マップ / LOFOS Shonan Map



申請部局	
申請者氏名	

債主コード	
登録日	

口座振込依頼書 Local Remittance Registration Application

年	月	日
yyyy/mm/dd		

総合研究大学院大学長 殿

To the President of SOKENDAI (The Graduate University for Advanced Studies)

<input type="checkbox"/>	新規/New	<input type="checkbox"/>	変更/Change ()
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学籍番号 (Student ID No.)			
所属コース(Program)/専攻(Department)			
フリガナ			
氏 名(Full name)			
〒 (Zip code)	—		
フリガナ			
自宅住所 (Present address)			

貴学から支給される給与・謝金・旅費等については、下記口座へ振り込んで下さるようお願いいたします。

I hereby request that you deposit all the expenses pertaining to compensation and travel expenses covered by SOKENDAI (The Graduate University for Advanced Studies) to be reimbursed into the account provided below.

振込先	金融機関等の名称 (Name of the banking institution)	<div style="display: flex; justify-content: space-around;"> 銀行 Bank 信金 Shinkin Bank 農協 JA Bank 信組 Credit Union 労金 Labour Bank </div> <div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>						
		支店 Branch						
	預金種別 (Account type)	<input type="checkbox"/> 普通預金/Savings account <input type="checkbox"/> 当座預金/Checking account						
	口座名義 (Name of the account holder)	フリガナ						
	口座番号 (Account No.)	(右詰めで記入) Please fill out right justified						
支払通知書郵送 の希望の有無 (Payment Notification)	<input type="checkbox"/> 希望する/Yes <input type="checkbox"/> 希望しない/No							

※ ゆうちょ銀行ご利用の際には振込用の店名・預金種目・口座番号が必要です。(現在のゆうちょ銀行口座番号(記号・番号)のままでは振り込むことができません。)下記URLより、ご確認の上ご記入下さるようお願いいたします。

Those who wish to transfer the expenses to the Japan Post Bank account is required to fill in Branch name, Type of Deposit and Account Number. Please note that your account number is not enough information to transfer to the Japan Post Bank. For further information, please refer to their Website (Japanese only), or request them an English instruction.

URL: http://www.jp-bank.japanpost.jp/kojin/sokin/furikomi/kouza/kj_sk_fm_kz_1.html

【個人情報の取扱いについて/ Handling of Personal Information】

提出いただいた氏名、住所、振込先口座等の個人情報については、支給する旅費・謝金等の支払い業務を行うためのみに利用します。

We will use the personal information (name, address and bank account information) provided by you only in the reimbursement and payment process (travel expense(s), honorarium, salary, etc.) and for no other

申請部局		太枠内の事項を漏れなく記入またはチェック(レ) してください。 Please fill in the items in the bold frame.
申請者氏名		

口座振込依頼書

Local Remittance Registration Application

総合研究大学院大学長 殿
To the President of SOKENDAI (The Graduate University for Advanced Studies)

2025 年 9 月 1 日
yyyy/mm/dd

<input checked="" type="checkbox"/>	新規/New	<input type="checkbox"/>	変更/Change
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学籍番号 (Student ID No.)	20240006
所属コース(Program)/専攻(Department)	〇〇コース / 〇〇 専攻
フリガナ	ソウケン タロウ
氏 名 (Full name)	総研 太郎 / TARO SOKEN
〒 (Zip code)	240 - 0193
フリガナ	カナガワケンミウラゲンハヤママチアザマカド
自宅住所 (Present address)	神奈川県三浦郡葉山町字間門1560 / 1560 Makado, Hayama, Kanagawa

貴学から支給される給与・謝金・旅費等については、下記口座へ振り込んで下さるようお願いいたします。
I hereby request that you deposit all the expenses pertaining to compensation and travel expenses covered by SOKENDAI (The Graduate University for Advanced Studies) to be reimbursed into the account provided below.

振 込 先	金融機関等の名称 (Name of the banking institution)	<input checked="" type="checkbox"/> 銀行 Bank <input type="checkbox"/> 信金 Shinkin Bank <input type="checkbox"/> 農協 JA Bank <input type="checkbox"/> 信組 Credit Union <input type="checkbox"/> 労金 Labour Bank
	支店 Branch	0 1 2 3 4 5 6
	預金種別 (Account type)	<input checked="" type="checkbox"/> 普通預金/Savings account <input type="checkbox"/> 当座預金/Checking account
	口座名義 (Name of the account holder)	フリガナ ソウケン タロウ 総研 太郎
	口座番号 (Account No.)	(右詰めで記入) Please fill out right justified 1 2 3 4 5 6 7
支払通知書郵送の希望の有無 (Payment Notification)		<input type="checkbox"/> 希望する/Yes <input checked="" type="checkbox"/> 希望しない/No

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Those who wish to transfer the expenses to the Japan Post Bank account is required to fill in Branch name, Type of Deposit and Account Number. Please note that your account number is not enough information to transfer to the Japan Post Bank. For further information, please refer to their Website (Japanese only), or request them an English instruction.

URL: http://www.jp-bank.japanpost.jp/kojin/sokin/furikomi/kouza/kj_sk_fm_kz_1.html

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We will use the personal information (name, address and bank account information) provided by you only in the reimbursement and payment process (travel expense(s), honorarium, salary, etc.) and for no other purposes.

留学生の方は、通帳の口座情報等が記載されたページの写しまたはキャッシュカードの写しを提出してください。

For International students: Please submit a copy of the first facing pages of your bankbook or a copy of your cash card which shows your name in Katakana to ensure the bank information.

変更の場合は、() 内に変更箇所を記入してください。(例：所属、住所、振込先など)

When "Change" is selected, please fill in the changed items.

(Sample: Affiliation organization,

在学生のみ記入してください(新入生は記入不要です)。

For the currently enrolled students

新入生は10月以降の住所を記載してください。

For new students, please write

銀行コード(4桁数字)と支店コード(3桁数字)を記入してください。

※ゆうちょ銀行口座の場合は不要

Please fill in Bank code (4 digits) & Branch code (3 digits)

*Please do not fill in when your

本学からの支払内容を記載した「支払通知書」が必要な方は「希望する」を選択してください。支払日毎に通知します。

Choose "Yes" if you would like to receive a payment notification by mail (Only in Japanese)?

【Sample】

ゆうちょ銀行

振込 (他の金融機関口座への送金)

振込用の店名・預金種目・口座番号の記載例

ゆうちょ銀行の記号・番号
ご入金・ご出金・ゆうちょ銀行口座の振替の振替は、これまでどおりこの記号・番号をご利用ください。

11960 1234561

ユウセイ タロウ 様

ゆうちょ銀行口座の支店名・預金種別・口座番号は、通帳のこの箇所のものを記入してください。
Please fill in this information when your account is Japan Post Bank

振込用の店名・預金種目・口座番号
他の金融機関から振込を受ける際は、こちらの店名・預金種目・口座番号をお振込人さまにお知らせください。(窓口に通帳をお持ちいただいた際に、この部分を記載いたします。)

この口座を他金融機関からの振込の受取口座として利用される際は、次の内容をご指定ください
【店名】 一九八 (読み イチキュウハチ)
【店名】 198 【預金種目】 普通預金 【口座番号】 0123456

支店名 / Branch

口座番号 / Account No.

預金種別 / Account type

日本郵政グループ

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