

Application Guideline for SOKENDAI Research Student  
(For other than “international applicant living overseas”)

1. Application Eligibility

Applicants must have enough academic ability to research on their specific themes.

2. Prospective Supervisor

Please contact a prospective supervisor before applying and receive his/her consent to accept you as his/her research student.

3. Application Procedures

1) Please submit the following documents to Educational Affairs Section during the application period without fail. Please note that c. f. h. should be the original and submitted by post.

a. Application form for research student (Form 1)

b. Personal resume (\*free format)

c. Certificate of (expected) graduation

\* If you are currently enrolled and are expected to graduate by the start of your research period, please submit a certificate of expected graduation.

d. Personal research history (\*free format)

e. Research plan (\*free format)

f. Permission for Researching While in Employment (Form 2) \*For employed person only

g. A copy of Residence card \*For international applicants residing in Japan only

h. Confirmation Letter regarding the Applicability of the Specific Categories for Compliance with Article 25 (1) and (2) of the Foreign Exchange and Foreign Trade Act (Form 4)

\*For residents (Japanese citizens and foreigners who have been in Japan for 6 months or who have been employed in Japan) only

2) Receiving the application documents, Educational Affairs Section will inform you of the bank account of SOKENDAI. Please pay the examination fee (JPY9,800) through bank transfer by the deadline.

\*Bank transfer fee would be borne by the applicant.

\*Examination fee will not be refunded in any case.

4. Application Period

1) For April 2024 - September 2024 admission: From February 13, 2024 to February 16, 2024

Payment Deadline for examination fee: February 22, 2024

2) For October 2024 - March 2025 admission: From August 19, 2024 to August 23, 2024

Payment Deadline for examination fee: August 30, 2024

\*Please note that your application will be rescinded if we are unable to confirm your payment of the examination fee by the payment deadline above.

## 5. Notification of Result and Admission Procedures

Results shall be confirmed by the notice sent to successful applicants by post.

Successful applicants need to complete the admission procedures during the prescribed period.

Further details will be notified to successful applicants separately.

Those who decline admission due to unavoidable circumstances must submit a letter with their supervisor's approval. Please note that the examination fee and entrance fee will not be refunded even if you decline admission.

\*Please note that your admission will be rescinded if we are unable to confirm your payment of the entrance fee during the designated period.

## 6. Entrance Fee and Tuition Fee

Entrance fee: JPY84,600

Tuition fee: JPY29,700 per month

\*When the amount of the fees is revised after the application and/or during the term of research, new amount shall be applied.

\*Tuition fee for each semester shall be paid in the first month of enrollment.

## 7. Others

1) The maximum research period must be one year. If you wish to extend the research period, you must submit the following documents to Educational Affairs Section two months before the end of the research period with your supervisor's approval.

- a. Application Form for Renewal of Research Period (Form 3)
- b. Research plan (\*free format)

2) If you wish to withdraw from the university during the research period, you must submit "Application Form to Withdraw" to the program office with the supervisor's approval. Please note that tuition fee will not be refunded.

## 8. Contacts

The Graduate University for Advanced Studies, SOKENDAI

Educational Affairs Section

Shonan Village, Hayama, Kanagawa 240-0193 Japan

TEL: 046-858-1582,1523 / FAX: 046-858-1632

E-mail: kyomu[at]ml.soken.ac.jp

Please change [at] to @ and send.