

April 2023 Intake Hokkaido University Graduate School of Health Sciences Research Student Application Guidelines (For Overseas Students)

We are open to all applications from those who wish to study specialized topics in health sciences at our graduate school. Applicants who are deemed qualified to pursue their research may be admitted as research students only when it would not affect the operations of education programs and research activities of the graduate school.

1. Application Requirements

Bachelor's degree holders or the applicants with the academic competence equivalent or superior to that of a bachelor's degree holder.

2. How to Apply

[Use "Kakitome" (insured registered mail) via Japan post or its equivalent from overseas when sending by post]

Submit the following documents to:

Academic Affairs, Administration Division, Graduate School of Health Sciences, Administrative Office of Medicine and Health Sciences, Hokkaido University (postal address can be found at the end of these guidelines).

1) Research student admission application and resume

Go to our online application site, complete the online form and print out the admissions application form in A4. Attach your ID photo on the form.

2) Research plan (format not specified; up to two pages in A4)

3) Letter of approval to study (download the form from our online application site)

Must be issued by the head of your affiliated department at your workplace if you want to stay on the job after your registration at our graduate school.

4) Graduation/completion (or expected graduation/completion) certificate (from the institute where you gained your most recent degree)

Note:

- Not required if you have graduated (or expect to graduate) from the Department of Health Sciences, School of Medicine, Hokkaido University; have completed (or expect to complete) a graduate degree program at the Graduate School of Health Sciences, Hokkaido University; or have graduated from the College of Medical Technology, Hokkaido University.

- The applicants who have graduated or will graduate from a university in China* must submit the following documents in addition to your graduation/completion (or expected graduation/completion) certificate.

*Does not include Taiwan, Hong Kong and Macau.

Graduates of bachelor's degree programs

i) Online Verification Report of Higher Education Qualification Certificate

(教育部学历证书电子注册备案表)

ii) Graduation certificate (毕业证书) and Diploma (学位证书)

†We will return your original certificates.

Expected graduates of bachelor's degree programs

i) Online Verification Report of Student Record (教育部学籍在线验证报告)

Obtain the above reports in from the site:

“中国高等教育学历证书查询” <http://www.chsi.com.cn/xlcx/bgys.jsp>.

Make sure that there are 15 days or more left before the expiration date of the online verification at the time of the report submission.

5) Transcript (from the institute where you gained your most recent degree)

Not required if you have graduated (or expect to graduate) from the Department of Health Sciences, School of Medicine, Hokkaido University; have completed (or expect to complete) a graduate degree program at the Graduate School of Health Sciences, Hokkaido University; or have graduated from the College of Medical Technology, Hokkaido University.

6) Proof of finance to meet your educational expenses

e.g. a balance statement showing that you have at least 500,000 yen (or equivalent in your currency) in your bank account or that of the person who pays your educational costs

7) Proof of your identity

A photocopy of your Japanese residence card, passport(s) or the certificate of citizenship from the country(ies) you are from/you have settled.

8) Admissions review fee

i) Follow the on-screen instructions to make payment after completing the application. Select one of the payment methods below.

A. Credit card (Visa, MasterCard, JCB, American Express, etc.)

B. Pay-easy (using a bank ATM, Japan Post Bank ATM or their online banking services), convenience store or internet banking (PayPay Bank and Rakuten Bank).

Make a note of the confirmation number issued after you select a payment service from the above (the number varies with the services) and take it with you to your choice of payment service intermediary.

C. Payments via the China Union Pay network “China Union Pay”

Type in your bank account number, expiration date, password and other information required on the UnionPay payment page to complete payment.

Note:

i) If you are not able to pay by credit card or China Union Pay and you live outside Japan, you can ask a person in Japan to make payment on behalf of you by the method A or B.

ii) A handling fee of 500 yen will apply when you make the admissions exam fee payment.

iii) Money orders and cash not accepted.

iv) Print out your customer’s receipt or payment received email and keep as your proof of payment.

Important:

The application process will be complete when all required documents have been received by the office in our Graduate School. Please be advised that your application will not be complete if you have gone through the online application process but not submitted any hard copy documents.

3. Application Period

Online application period

Monday, November 21st through Friday, November 25th 2022

10:00 a.m. to 4:59 p.m.

Documents submission period (postal/in-person)

Monday, November 21st through Wednesday, November 30th 2022

8:30 a.m. to 5:00 p.m.

Cannot be accepted outside the periods specified.

Note:

Given what appear to be possible delays in postal services due to the COVID-19 pandemic, the applicants sending documents by post must also email their documents in a scanned PDF format to Academic Affairs, Graduate School of Health Sciences kyomu@hs.hokudai.ac.jp before sending out the documents.

4. Offer of Admission to Successful Applicants

Official letters of admission will be mailed out on Friday, December 16th to those who are offered a place.

5. Student Registration Procedures

Student registration period

Wednesday, March 22nd through Friday, March 24th, 2023

8:30 a.m. to 5:00 p.m.

- Accepted students please pay your confirmation fee during the above period.

- You must contact the Academic Affairs at the address shown at the end of these Application Guidelines a.s.a.p. if you are unable to enter Japan owing to an entry ban in place for foreign nationals.

- Tuition fees should be paid in May.

- Payment instructions will be given with the official letters of admission.

Note:

Admissions review fee, confirmation fee and tuition fees are non-refundable.

6. Fees (MEXT scholarship students are exempt from the below fees)

Admissions exam fee: 9,800 yen

Confirmation fee: 84,600 yen (amount to be finalized)

Tuition fees: 29,700 yen per month (amount to be finalized)

Note:

Tuition fees must be paid by semester (in May and November).

7. Privacy Policy

Your personal data such as name, gender, date of birth and postal address on your admissions application form will be used for admissions (admissions and selection procedures), exam results release, student registration procedures (notice of due payment to be made upon student registration, sending hardcopy documents and general information after registration) and the management of student records. Hokkaido University securely handles and safeguards the collected personal data and will not use them for the purposes other than those above specified.

8. Other

- 1) Please request application forms to Academic Affairs, Administrative Division at the Graduate School of Health Sciences, Administrative Office of Medicine and Health Sciences, Hokkaido University at the below address.
- 2) Research students can be registered at Hokkaido University for one year from April 1st 2023 to March 31th 2024 (may be reduced to less than a year under special circumstances; students seeking withdrawal should contact us a month in advance).

Submissions and inquiries should be directed to:

Academic Affairs
Administrative Division
Graduate School of Health Sciences
Administrative Office of Medicine and Health Sciences
Hokkaido University
Kita 12 Nishi 5, Kita-ku,
Sapporo 060-0812
JAPAN

Phone: 011 706 2135

Fax: 011 706 4916