

The page features three large, overlapping orange circles of varying sizes, each with a lighter orange inner ring. These circles are connected by thin orange lines that extend from the top-left and top-right corners towards the center. The largest circle is at the top right, a smaller one is in the middle, and another large one is at the bottom right.

**CHUO UNIVERSITY**  
**Graduate School of**  
**Science and Engineering**  
**<Research Student>**

**Apply to Research Student in 2024**

### **【What is a Research Student?】**

Graduate School of Science and Engineering of Chuo University conducts a Research Student system for international students whom stay in Japan or will move to Japan. Those students can use facilities of our university for the purpose of their research.

### **【Research Environment】**

A Research Student can use facilities at Korakuen Campus of Chuo University.

\*Library, IT Center, Co-op, Cafeterias etc.

A Research Student can belong to a laboratory.

\*The contents of research and guidance vary depending on laboratories.

A Research Student can take Japanese courses for international students.

(To be announced)

### **【Application Requirements】**

Those who satisfy the requirements below as of the acceptance.

(1) Those who have citizenship except for Japanese citizenship.

(2) Those who have a bachelor's degree of foreign universities other than Japanese Universities or any other person equivalent to the persons who have bachelor's degree.

NOTE: Those who haven't obtained a degree need to take an individual qualifying examination.

### **【Starting Date of Application and Period of Acceptance】**

Starting Date of Application: In general, 1<sup>st</sup> April and 1<sup>st</sup> October (Negotiable)

Period of Acceptance: 3, 6, 9, or 12 months

NOTE: A school year ends on 31<sup>st</sup> March.

### **【NOTE】**

The number of students who can be accepted into the Graduate School of Science and Engineering varies according to field of research and the faculty advisors able to supervise them. Before applying prospective applicants must contact the faculty advisor under whom they wish to study to receive that faculty advisor's permission.

### **【Application Documents】**

- (1) **Application Documents** (prescribed form)
  - (2) **Research Proposal** (prescribed form) : Please make it short and clear, and submit a A4 one page proposal.
  - (3) **Recommendation Letter** (prescribed form) : It is desirable that a recommender knows applicant' s progress of research (e.g. a professor at the applicant' s most recent institution where their degree was earned.). However, a teacher at Japanese school or a professor at Chuo University are acceptable.
  - (4) **Declaration and Certification of Finances** (prescribed form) : A guarantor is a person who lives in Japan and sets up an independent living arrangement.
  - (5) **Certificate of University Graduation/ Degree and Transcript of University** : Either Japanese or English. If other languages, attach a translation certified by an appropriate authority such as an embassy. Only original is acceptable.
    - \* If you wish to return the original, submit the following documents together with the original.
      - Copy of the certificate
      - Return envelope with stamps
    - \* If an applicant has not obtained a degree, an individual qualifying examination is required.
  - (6) **Certificate of Japanese or English Proficiency** : A test score for the Japanese–Language Proficiency Test given by the Japanese Education Exchanges and Services or “Examination for Japanese University Admission for International Students” given by the Japan Student Services Organization. A TOEIC or TOEFL official score.
  - (7) **Other Documents Required by Your Supervisor**
  - (8) **A copy of either a resident card, a passport, a certificate of a special permanent resident**
- \*Please download the prescribed forms of the application documents from (1) to (4).  
[http://www.chuo-u.ac.jp/academics/graduateschool/science/admission/research\\_stu/](http://www.chuo-u.ac.jp/academics/graduateschool/science/admission/research_stu/)

### **【Application Procedures】**

- (1) Check the application requirements if fulfill them on the website of the Graduate School of Science and Engineering, Chuo University.
- (2) If fulfill the requirements, please mail the application documents by registered mail. In the case that other documents are required to submit by your supervisor, please enclose them. The submitted application documents will be not returned.  
Application documents should be addressed to:  
Office of Faculty of Science and Engineering  
1–13–27 Kasuga, Bunkyo–ku, Tokyo 112–8551 Japan  
Mail:gsse-all-grp@g.chuo-u.ac.jp
- (3) A supervisor who you want to study under and confirm if he/she can accept you as a research student in terms of a quota of a laboratory and research field.

### **【Deadline for Application Documents】**

Wish to enroll from April, 2024 . . . 5<sup>th</sup> January, 2024

Wish to enroll from July, 2024 . . . 3<sup>rd</sup> April, 2024

Wish to enroll from October, 2024 . . . 3<sup>rd</sup> June, 2024

Wish to enroll from January, 2025 . . . 1<sup>st</sup> October, 2024

NOTE: Please mail the application documents by registered mail. Postmark valid on the last day of the application period. If you bring it, the office will be opened from 10am to 5pm.

NOTE: If you need an individual qualifying examination, please submit application documents 2weeks earlier than the deadline shown. Besides, please attach an Individual Qualifying Examination Application for Research Student, which can download from the website as well.

NOTE: Please submit application documents as quickly as possible.

### **【Selection Method/ Criteria】**

Screening of application documents

NOTE: no need testing fees

### **【Tuition (based on 2023) 】**

Registration Fee (need to pay only the first year) : ¥20,000

Instruction Fee (12 months) : ¥1,060,000 (Depends on the period of attendance)

NOTE: Tuition depends on the period of acceptance and a fiscal year.

NOTE: Only lump-sum payment is acceptable

NOTE: Tuition fees cannot be returned whatever reasons you may have.

### **【 Exemption of the Tuition fee 】**

Graduate School of Science and Engineering of Chuo University has a system of the exemption of the tuition fee for research students, according to the economic gap between Japan and the country where they are from.

The research students allowed to apply for this system if they are permitted by the committee.

If you would like to apply to the exemption of tuition fee, please declare your intention by circle “Apply” or “Not Apply” in the box on the application document.

<The Upper Limit of Exemption of the Instruction Fee>

\*depends on the period of attendance in our graduate school

- One year (12 months) : 250,000yen
- Nine months : 187,500yen
- Six months : 125,000yen
- Three months : 62,500yen

①Check requirements suggested by laboratories on the website.

If you fulfill, follow as below.



②Submit application documents



③Judge by an advisor

If you pass, follow as below.



④Deliberation by a committee



⑤Submit application documents for tuition reduction (If needed)



⑥Deliberation by a committee



⑦Certificate of Entrance Permission, Application for visa



⑧Admission (A research student card will be issued.)

### **【Certificate of Entrance Permission】**

- After a committee approved your acceptance, a transfer slip will be issued. Certificate of Entrance Permission will be issued after your payment is affirmed.
- One certificate of entrance permission is free. If you want additional ones, one for ¥300.

### **【Others】**

- To have been accepted as a research student does not necessarily mean you can obtain a visa.
- An Immigration Services Bureau has a responsibility for visa application procedure, thus Chuo University won't take any responsible such as cancellation fees of flight tickets in the case when they delay to issue a visa or they don't permit your residence.
- Please make inquiries for further information.

TEL : 03 - 3817 - 1744

MAIL: gsse-all-grp@g.chuo-u.ac.jp

[https://www.chuo-u.ac.jp/academics/graduateschool/science/admission/research\\_stu/](https://www.chuo-u.ac.jp/academics/graduateschool/science/admission/research_stu/)

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1-13-27 Kasuga, Bunkyo-ku, Tokyo 112-8551 Japan

**Chuo University**

**Office of Graduate School of Science and Engineering**

Email: [gsse-all-grp@g.chuo-u.ac.jp](mailto:gsse-all-grp@g.chuo-u.ac.jp)