

2010

Admission Information and Application Guide

(Fall Admission for the Master's Course: International Program)

Graduate School of Biological Sciences

NARA INSTITUTE of SCIENCE and TECHNOLOGY

<http://www.naist.jp/>

INDEX

NAIST Education Policy

Admission Policy

International Program Description

1. Admission Capacity	1
2. Qualifications for Application	1
3. Application Procedures	2
(1) Application period	2
(2) How to apply	2
(3) Examination voucher	2
(4) Examination fee	3
(5) Documents required	4
(6) Other notes.....	5
4. Method of Examination	5
(1)Method of Examination	5
(2)Evaluation criteria	5
(3)Acceptance criteria	5
(4)Examination period and place	5
5. Examination Results and Enrollment Procedure	5
6. Payments Required for Admission	6
7. Preliminary Screening of Applicants Suitability (for applicants who meet qualification (9)	6
8. Additional Information	6
* Application Forms	
* Examination voucher, Receipt, and Statement-of-Payment Form	
* Address label	

NAIST Education Policy

● Objectives

As a university composed solely of graduate schools, NAIST promotes cutting edge research and offers a sophisticated outcome-based education for each student so as to promote advances in science and technology and in society as a whole.

● Educational mission

NAIST was founded in October 1991 as a university composed solely of graduate schools to nurture individuals capable of contributing to the development of advanced science and technology. Research and education at NAIST cover the three basic areas of Information Science, Biological Sciences and Materials Science.

In order to promote a suitable standard of living for people throughout the world in the 21st century, and indeed to secure our very survival, the highest scientific and technical competence, together with a clear grounding in professional ethics, must characterize leading researchers in the coming generations. These are goals we set for our programs at NAIST.

Therefore, in addition to the areas of Information Science, Biological Sciences and Materials Science, we actively encourage interdisciplinary research and provide education in principles of ethics and respect for intellectual property.

● Objectives for each individual student

Education and research in the Master's Courses cultivate sophisticated expertise and initiative in support of society and the economy. The Doctoral Courses are designed to foster in researchers and engineers a drive to seek new frontiers in science and technology and to play leading roles internationally.

● Educational policy

In addition to a specialized education, a wide-ranging curriculum cultivates ethical thinking, vision, theoretical thinking, comprehensive judgment and sharpened writing skills. A coordinated educational program is offered by the three Graduate Schools to promote interdisciplinary research and a cooperative program is offered together with centers of education and research abroad.

The quality of education is maintained through external evaluations, self-assessments, improved research environments, and economic assistance for competent students.

Admission Policy

- **Admission policy**

NAIST welcomes students with high academic capabilities regardless of nationality or major field of undergraduate studies. We also welcome researchers, engineers and others currently working in society who show enthusiasm for research.

- **Graduate School of Biological Sciences**

The Graduate School of Biological Sciences seeks the following type of students:

1. Those with enthusiasm and drive for discovering basic principles underlying life phenomena and biotic diversity at the molecular and cellular levels.
2. Those with a keen interest in applying their expertise in biological sciences to the solution of problems in society while working in one of the many fields of science and technology.

International Program Description

In October 2010, the Graduate School of Biological Sciences will establish an International program for Master's course students in addition to the current educational programs.

The International Program is mainly for students with a sufficient command of English (hearing, speaking, reading, and writing) for all course work and research in English. The purpose of the Program is to help the students become independent researchers participating in an international community of scientists. All course work and research until graduation is carried out in English.

1. Admission Capacity

Graduate School	Department *	Admission Capacity**
Biological Sciences	Cell Biology Molecular Biology	Several (number unspecified)

*Admission is not to a specific department. An enrollee's department is assigned according to the person's choice and aptitude after admission to a Graduate School.

2. Qualifications for Application

- (1) Those who have graduated or will graduate from universities stipulated in the School Education Act, Article 83-1 by September 30, 2010.
- (2) Those who hold or will be conferred a bachelor's degree from the National Institution for Academic Degrees and University Evaluation by September 30, 2010 in accordance with the School Education Act, Article 104-4.
- (3) Those who have completed or will complete a 16-year curriculum of school education in a foreign country by September 30, 2010.
- (4) Those who have completed or will complete by September 30, 2010 a 16-year curriculum of foreign school education by taking a foreign school's correspondence course in Japan.
- (5) Those who have completed or will complete by September 30, 2010 a 16-year curriculum at a foreign educational institute in Japan which is authorized by the educational system of the foreign country and specified separately by the Minister of MEXT.
- (6) Those who have completed or will complete by September 30, 2010 a specialized program at a vocational school designated by the Minister of MEXT, the course period being at least 4 years and meeting the criteria specified by the Minister of MEXT.
- (7) Those who are deemed eligible by the Minister of MEXT (Bulletin No.5, Ministry of Education, 1953).
- (8) Those who will have been enrolled in a university for 3 years or longer as of September 30, 2010 or who will complete a 15-year curriculum as specified in (3), (4) or (5) with an excellent educational record in the designated courses. (See Note 1.)
- (9) Those who are recognized by NAIST through Preliminary Screening of Applicant Suitability (See Note 2) to have an academic ability at the level of a bachelor's degree and who will be at least 22 years of age by September 30, 2010.

※1."Designated courses" for qualification (8) : the number of required credits for general education such as humanities, social sciences, natural sciences, foreign languages, and health and physical education to graduate from the applicant's current department and credits for specialized courses that will be completed by the end of the junior year in their current department in principle. Those who are enrolled at NAIST based on this qualification are regarded as being withdrawn from their current university register, and will not be eligible to take the national examinations that specify graduation from a university as a prerequisite.

2. Applicants who meet qualification (9) should follow the procedures given in "**Article 7: Preliminary Screening of Applicant Suitability (for applicants who meet qualification (9))**" on page 5 before taking the entrance examination.

3. Application Procedures

(1) Application period: **Jun 7 --9 , 2010**

(2) How to apply

- Please send the required documents and the 30,000 yen examination fee (postal money order) by registered express mail to the address below in a standard size envelope (33cm X 24cm), or bring them directly to the Student Affairs Division. Applicants living outside of Japan, please refer to section 3.(4) regarding the examination fee.

Admissions Section, Student Affairs Division, Nara Institute of Science and Technology
8916-5, Takayama, Ikoma, Nara 630-0192, Japan
Phone: +81(743)72-5083 Fax: +81(743)72-5014 e-mail: gakusei@ad.naist.jp

- When applying by mail, please note that we accept only those applications that arrived at NAIST postmarked during the application period (as indicated by the postmark on the envelope). From outside of Japan, please send all application documents by registered airmail or freight delivery (DHL, FedEx, OCS, or EMS, etc).
*NAIST is not responsible for any loss of documents during the course of delivery.
- When bringing documents in person, please note that we accept application forms on weekdays from 9:00am to 5:00pm during the application period (closed from 12:00pm to 1:00pm on weekdays and closed on Saturdays, Sundays and holidays).
- Although there is no limit to the number of applications one person may take, application procedures must be followed for each application separately.
- Application forms can be downloaded at: (<http://www.naist.jp>). Please fill in the necessary information before printing them out.

(3) Examination voucher

After the application period, we will send the following to all applicants: i) an examination voucher, ii) a receipt for the examination fee and iii) the examination guidelines. If the examination voucher does not arrive by **one week prior** to the examination date, please contact the Admissions Section of the Student Affairs Division (Phone: +81(743)72-5083).

(4) Examination fee

A: Applicants living in Japan

We only accept 30,000 yen postal money orders. Please do not write on or sign the money order, and be sure to submit it together with your application documents.

Japanese government (Monbukagakusho: MEXT) Scholarship Students are exempt from the examination fee.

MEXT Scholarship students enrolled at other universities, must submit a certificate stating their status as MEXT Scholarship Students.

B: Applicants living outside Japan

Overseas applicants must pay the 30,000 yen examination fee via foreign remittance in yen according to the details specified in the table below. In addition to the foreign remittance fee, **overseas applicants may be required to pay bank charges to the local remitting bank**, depending on the bank's policy regarding international money transfers in yen. Overseas applicants should consult with their local bank to verify that the amount credited to NAIST's Nanto bank account (see below) is 30,000 yen, and no less. Overseas applicants must also submit a copy of the receipt of foreign remittance issued by the local remitting bank, or some other evidence of such bank transfer, together with the required application documents listed in 3.(5). Overseas applicants should keep the original receipt for their own records.

(Details for paying the examination fee)

Remittance by	Telegraphic transfer
Payment method	Advise and pay
Foreign exchange fee	Payer's Responsibility
Examination fee	30,000 yen
Deadline for remittance	1 st Examination: June 9, 2010 2 nd Examination: Aug 25, 2010 3 rd Examination: Feb 16, 2011
Purpose of remittance	"Examination fee"
Remit to:	
Bank name	Nanto Bank, Ltd
Branch	登美が丘支店 Tomigaoka Branch
Account number	Ordinary Deposit 210251
Payee	Nara Institute of Science and Technology, National University Corporation
Bank address and phone	6-3-3 Nakatomigaoka, Nara City, Japan 631-0003 (Phone: +81-742-44-2201)
SWIFT Code	NANTJPJT
University address	8916-5, Takayama, Ikoma, Nara 630-0192, Japan
Note:	Add "IP" to the end of the remitter's name to indicate application to the international Program, e.g., "Smith John Paul IP" . If the name of the individual making the payment is not the same as the person applying for NAIST, indicate the name of the applicant in the "Message to Payee" space.

*1:Once the remittance is completed, please send an e-mail to the Student Affairs Division [gakusei@ad.naist.jp] and include the following information:

Applicants' name, contact address and phone number, remittance amount, and amount of foreign remittance fee.

*2:If an overseas applicant's remittance is not completed by the deadline, the application will not be accepted. Once paid, the examination fee will not be refunded for any reason.

(5) Documents required

Be sure to submit the documents required for each category of application as indicated here.

<For all applicants>

Documents required		Remarks
A1	Application form	Form provided by NAIST
A2	Examination voucher	Form provided by NAIST
A3	Receipt form and Statement of payment form	Form provided by NAIST Japanese government (Monbukagakusho: MEXT) Scholarship Students need not submit this form.
A4	Graduation/Expected Graduation certificate	Must be issued by a university which meets the qualifications for application as specified in 2. Applicants who meet qualification (8) or (9) need not submit this certificate. An English translation must be attached if written in a language other than English or Japanese.
A5	Transcript	Must be issued by a university or other educational institute which meets the qualifications for application as specified in 2. Those who have approved transfer credits or who meet qualification (2) must also submit a transcript from the previous school (university, junior college, or college of technology, etc.). Applicants who meet qualification (9) need not submit a transcript.
A6	Short essay	Instructions: Write a short essay on the following subject in English. (Form provided by NAIST) “The content of my studies as an undergraduate” and “Research field/project that I want to work on at NAIST” (Within 1 page per subject) Remarks: 1. Be sure to write your name on both pages. 2. Do not staple. 3. Do not print in color. 4. Write on one side only. 5. You may include additional data (figures or charts) within the essay. The additional data created and printed on another sheet can be included by pasting. However, they should be within the size of the provided form.
A7	Examination fee or the document verifying your foreign remittance (Please refer P.3 about examination fee.)	A: Applicants living in Japan Submit either a 30,000 yen postal money order or a certificate stating MEXT Scholarship Student together with the required application documents. B: Applicants living outside Japan Submit a copy of receipt of foreign remittance issued by the local remitting bank, or some other evidence of such bank transfer, together with the required application documents listed in 3.(5). Applicants should retain the original receipt.
A8	Address label	Please fill out all required information on the address label.

● Documents required only of those to whom the conditions in brackets apply.

<Applicants who meet qualification (2)>

Documents required		Remarks
A9	Certificate verifying accepted or planned application for the bachelor's degree	Certified by the National Institution for Academic Degrees and University Evaluation or the president of the relevant junior college or college of technology.

<Applicants who meet qualification (8)>

Documents required		Remarks
A10	Student registration certificate	Any form is acceptable. Issued by the president or academic dean of the relevant university
A11	Photocopy of the list indicating all subjects by academic year	The list should indicate the subject name, academic year, number of credits obtained, specification of required and elective subjects, and conditions for the applicant's promotion to the senior year and graduation
A12	Photocopy of syllabus	The lectures for the subjects indicated in document A11 should be described.

• Applicants who, in a foreign country, will complete a 16-year school education curriculum within 15 years by skipping a grade must also submit the above documents.

<Applicants entering from the workplace>

Documents required		Remarks
A13	Approval of application from current employer	Any form is acceptable. Must be approved by the current employer and issued by a supervisor of authority.

• If the applicant is unable to submit the above document for any reason, please submit a document explaining your current situation (any form is acceptable).

(6) Other notes

• If the applicant has a physical disability and requires any special assistance in taking examinations or in following the standard academic program, please consult with the Admissions Section of the Student Affairs Division prior to applying.

[Phone: +81(743)72-5083 Fax +81(743)72-5014 e-mail: gakusei@ad.naist.jp]

• If the application documents are incomplete, the application will not be accepted, in principle. Before submitting your application, please use the checklist on the last page of this application guide to ensure that all necessary documents are enclosed. Further changes to the submitted documents will not be accepted.

• If any falsification or discrepancy is found in any of the documents submitted, admission will be revoked.

4. Method of Examination

(1) Method of Examination

Examinees are evaluated according to a 20-minute interview which entails and oral examination on specialized knowledge in connection with the examinees' own short essays, basic knowledge of Biological Sciences, and English proficiency

(i) Basic knowledge of Biological Sciences will be evaluated by an oral examination in English. Examinees are required to have sufficient knowledge of material found in textbooks of undergraduate Biology, especially Molecular Biology and Biochemistry.

(ii) Examinees must possess a proficiency in English that enables them to take and understand any of the graduate school courses.

(2) Evaluation criteria

In the interview, basic academic knowledge of undergraduate level biology, enthusiasm, and potential as a researcher will be evaluated comprehensively.

(3) Acceptance criteria

Successful applicants will be decided on the basis of an overall evaluation of interview results and school transcripts.

(4) Examination period and place

NAIST assigns examination dates according to the periods specified below. You may request a specific date within the examination period. However, depending on the timing and number of applicants we may not be able to meet your request.

Place	Period	Interview time
NAIST	Jul 7 ---10, 2010	9:00am to 7:00 pm

- You will be notified of the date and time of your examination when the examination voucher is returned to you.
- In the event that the 1st exam cannot be conducted due to a contingency such as a typhoon, it will be moved to the pre-determined alternative date (Jul 15). However, the alternative date may not be designated as the preferred date on the application form.

5. Examination Results and Enrollment Procedures

Announcements of the result	Enrollment procedures
Jul 20, 2010	Early September, 2010

Examination results will be announced on the NAIST bulletin board located next to the entrance hall of the NAIST Administration Bureau and on the NAIST website (<http://www.naist.jp/>) from 10:00am (scheduled) on the dates specified above.

☆Applicants who meet qualification (8)

Applicants who pass the examination but who meet qualification (8) and are therefore required to have completed the necessary credits with excellent results by the end of the junior year will be regarded as “provisional passers” of the examination on the date of announcing the examination results.

”Provisional passers” are required to submit a transcript by 4:00 pm, on September.15, 2010 which covers their first three years of undergraduate studies, extending to the end of the junior year.

If the transcripts meet the stipulated conditions, those students are officially regarded on September.16, 2010 as “successful applicants”. In this case, the period of enrollment procedures is in late Sep., 2010.

6. Payments Required for Admission

(1) Admission fee: 282,000 yen (Provisional)

(2) Tuition fee: 267,900 yen for the Fall 2011 term (535,800 yen for the annually) (Provisional)

- If there is a change in fees, the new admission and tuition fees will apply to all payments following the change.

7. Preliminary Screening of Applicant Suitability (for applicants who meet qualification (9))

Application deadlines for preliminary screening of applicant suitability:

May 6 (Thu.), 2010 (to be made no later than the deadline.)

Documents required

Documents required	Remarks
Application form for qualification screening	Form provided by. the Student Affairs Division.
Graduation certificate of last school attended	If not written in English, attach an English translation.
Transcript of final academic records	Must be issued by the university from which you graduated.
Copies of relevant certificates	Examples: Research papers, credentials, certificates of proficiency tests or achievement tests, certificates of English proficiency tests, acquired patents, software specifications developed.

The results of the preliminary screening will be sent to you prior to the application period.

8. Additional Information

- (1) Fees and documents once paid or submitted will not be refunded for any reason.
- (2) Applicants are responsible for finding accommodation during the examination.
- (3) Application documents can be obtained at: (<http://www.naist.jp/>). Please print them out after filling in the necessary information.
- (4) Depending on the number and scores of applicants, a higher number of applicants may be accepted.
- (5) In compliance with the Private Information Protection Law regarding private information owned by an Independent Administrative Legal Entity, all private information (including entries in documents required for application and examination results) are used only for the purpose of screening (follow-up check included), and are not used for any other purpose.
- (6) If you have any further questions regarding the application guide, please contact us at the following address.

Admissions Section, Student Affairs Division Nara Institute of Science and Technology

8916-5, Takayama, Ikoma, Nara 630-0192, Japan

Phone: +81(743)72-5083 Fax: +81(743)72-5014 e-mail: gakusei@ad.naist.jp

Access Map



Transportation

From Osaka or Kyoto to the station nearest the university

Approx. 30 min. from Subway "Hommachi" to "Gakken Kita Ikoma"

Approx. 30 min. from Kintetsu Line "Osaka-Namba" to "Gakken Kita Ikoma" (Switch at Ikoma)

Approx. 25 min. from Kintetsu Line "Osaka-Namba" to "Gakuemae" (Super express)

Approx. 35 min. from Kintetsu Line "Kyoto" to "Takanohara" (Express)

Buses from each station to the "Daigakuin Daigaku" stop

Approx. 25 min. from Kintetsu Line "Gakuemae"

Approx. 25 min. from Kintetsu Line "Takanohara"

8 min. from Kintetsu Line "Gakken Kita Ikoma"

Please check the bus timetable at the Nara-Kotsu website.

<http://www.narakotsu.co.jp/index.html>