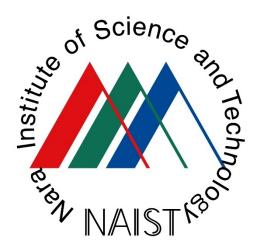
2024

Admission Information and Application Guide

(Fall Admission for Master's Course)

Graduate School of Science and Technology



NARA INSTITUTE of SCIENCE and TECHNOLOGY

https://www.naist.jp/en/

Applicants who do not have Japanese nationality (except for those with either Permanent Resident or Special Permanent Resident status) must complete the necessary procedure at least two months prior to the beginning of the application period. Applications will not be accepted if this procedure is not completed by the due date. Please see the following URL to confirm the necessary details;

https://www.naist.jp/en/international_students/prospective_students/preliminary_support.html For inquiries: Pre-Application Support Desk (Email: admission-support@ad.naist.jp)

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NAIST Education Policy

Objectives

As a graduate institution without undergraduate courses, NAIST promotes cutting edge research and offers a sophisticated outcome-based education for each student so as to contribute to the advancement of science and technology and of society as a whole.

Educational mission

NAIST was founded in October 1991 as a graduate institution which educates individuals who will contribute to the development of advanced science and technology. Research and education at NAIST covers the three core areas: information science, biological science and materials science.

In order to realize a suitable standard of living for people throughout the world in the 21st century, and indeed to secure our very survival, the coming generation of leading researchers must possess the highest scientific and technical competence, along with a clear grounding in professional ethics. At NAIST, we aim to cultivate such researchers and educators.

Therefore, in addition to the areas of information science, biological science and materials science, we actively encourage interdisciplinary research and provide educational training in the principles of ethics and intellectual property.

Objectives for student development

Education and research in NAIST master's course cultivate sophisticated expertise and personal initiative to support society and the economy. The doctoral courses are designed to nurture students to become researchers and engineers with the drive to seek new frontiers in science and technology and to take on leading roles internationally.

Educational policy

In addition to a specialized education, the wide-ranging curriculum cultivates ethical thinking, vision, theoretical thinking, comprehensive judgment and sharpened writing skills.

Educational programs to produce human resources who will pursue new interdisciplinary research fields are executed and those to produce human resources with a thorough, globally-focused understanding, which include collaborative programs with our overseas education and research partners, are offered.

Internal and external evaluations are implemented to continuously improve the quality of education, while enrichment of the education and research environments and the financial support for talented students are being promoted.

NAIST Admission Policy

Prospective students

We are looking for students, researchers or engineers who have fundamental academic skills, a clear vision, a resolve toward the future, and a strong interest in and motivation for advanced science and technology, regardless of their background or undergraduate major. Especially, we actively accept applicants who have the ability to reason logically and accurately express their thoughts, and those who are very inquisitive and have the ability to tackle challenges.

Basic admissions policy

In order to select outstanding persons with the above qualifications both domestically and abroad, we stress assessment of applicants' character and capability. There are various routes for admission, including examinations centered upon interviews as well as examinations based on recommendations.

1. Admission Capacity

Graduate School	Department	Admission Capacity	Examination Category
			information science (Limited)
Science and Technology	Science and Technology	Limited	biological science (Limited)
			materials science (Limited)

^{*}Applicant cannot apply for admission to multiple examination categories in same examination.

2. Qualifications for Application

- (1) Those who have graduated or will graduate from universities in Japan stipulated in the School Education Act, Article 83-1 by September 30, 2024.
- (2) Those who hold or will be conferred a bachelor's degree from the National Institution for Academic Degrees and Quality Enhancement of Higher Education (Japan) by September 30, 2024 in accordance with the School Education Act, Article 104-7.
- (3) Those who have completed or will complete a 16-year curriculum of school education in foreign countries by September 30, 2024.
- (4) Those who have completed or will complete a 16-year curriculum of foreign school education by taking a foreign school's correspondence course in Japan by September 30, 2024.
- (5) Those who have completed or will complete a 16-year curriculum by September 30, 2024 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 hold or will be conferred the equivalent of a bachelor's degree by September 30, 2024 by completing a course of 3 years or more (including cases where the course is completed by taking a foreign school's correspondence course or completed at a foreign educational institute in Japan which is authorized by the educational system of the foreign country and specified by the Minister of MEXT) at a foreign university or other foreign educational institute (limited to those institutions whose educational and research activities have been evaluated by the agency accredited by the foreign government or the organization concerned, or those specified separately by the Minister of MEXT).
- (7) Those who have completed or will complete specialized courses (the course period must be 4 years or longer and the course must meet the criteria specified by the Minister of MEXT) by September 30, 2024 at a vocational school designated by the Minister of MEXT.
- (8) Those who are deemed eligible or will be deemed eligible by September 30, 2024 by the Minister of MEXT (Bulletin No.5, Ministry of Education, 1953).
- (9) Those who will have been enrolled in a university for 3 years or longer as of September 30, 2024, or who will complete a 15-year curriculum as specified in (3), (4) or (5) with an excellent educational record in the designated courses. (*1., *2.)
- (10) Those who are recognized by NAIST through Preliminary Screening of Applicant Suitability to have an academic ability at the level of a bachelor's degree and who will be 22 years of age by September 30, 2024. (*2.)
- *1. "Designated courses" for qualification (9): In principle, this refers to the number of credits required for graduation that will be completed by the end of applicant's junior year in their current department (credits for general education such as humanities, social sciences, natural sciences, foreign languages, and health and physical education, and credits for specialized courses). 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 wish to apply based on qualification (9) or (10) should follow the procedures given in **Article 10**: **Preliminary Screening of Applicant Suitability (for applicants who meet qualification (9) and (10))** on page 11 before taking the entrance examination.

3. Application Period

Application period

Examination Options	Application Period
2nd examination for Fall admission	June 3 (Mon) - 5 (Wed), 2024

^{*1}st examination for Fall admission was conducted in March, 2024.

https://www.naist.jp/en/international_students/prospective_students/preliminary_support.html

*While there are no limits to the number of times applicants may apply, applicants must complete the application procedure each time they apply.

4. Online Application System Registration

Applicants must register their applications online.

*Please complete the registration by the final day of the respective application period (Japan Standard Time).

Please register your application at the following URL; https://e-apply.jp/ds/naist/

(1) Examination fee

Examination fee is 30,000 yen.

To complete the registration, applicants must complete the payment of the examination fee.

Please choose the best way from ① - ④ listed below, and pay the examination fee.

*For more detail, please refer to Payment method appearing on Online Application System;

https://e-apply.jp/ds/naist/public/payment

Please note that applicants are responsible for any processing fee, etc.

- Payment via credit card
- 2 Payment via internet banking
- ③ Payment at a convenience store
- 4 Payment via ATM

Japanese government (Monbukagakusho: MEXT) Scholarship Students are exempt from the examination fee. MEXT Scholarship Students enrolled at universities other than NAIST, must submit a certificate stating their status as MEXT Scholarship Students.

(2) Required Documents

Applicants must upload the documents indicated below when registering on the Online Application System; https://e-apply.jp/ds/naist/

• Documents required for all applicants

Required documents	Remarks
	Please follow the Online Application System instructions and upload your
Photograph	photograph.
	Must be upper-body and full-faced without headwear (except for religious

^{*}Applicants who do not have Japanese nationality (except for those with either Permanent Resident or Special Permanent Resident status) must complete the necessary procedure at least two months prior to the beginning of the application period. Please see the following URL to confirm the necessary details;

^{*}Applicants living outside Japan can only pay the fee via credit card.

^{*}Applicants who are unable to pay by any of the above payment methods (e.g., if living outside Japan and do not have a credit card) must consult with the Admissions Section of the Educational Affairs Division <u>prior to applying</u>.[Phone: +81(743)72-5083 Fax: +81(743)72-5014 E-mail: <u>exam@ad.naist.jp</u>]

	reason).
Research Proposal	Please write a two-page paper on A4-size paper that covers the following subjects: "The contents of my undergraduate studies" and "The research field/project that I want to work on at NAIST" (Any format is acceptable. Please upload in PDF format.). It must be more than one page and not more two pages for both subjects together. [Important points] 1. Be sure to write your name on each page. 2. Specify your current major or previous field of studies, if any, under the name on each page. 3. Write in English or Japanese (If you will take the examination in English, write in English.). 4. You may include additional data (figures or charts) within the two-page. The template for each examination category is available on our website.
	Please use it as a reference; https://www.naist.jp/en/international-students/prospective-students/admissi-on_information/guidelines.html
Graduation/Expected Graduation certificate	Must be issued by a university or other educational institution. Please upload in PDF format. For those who have graduated from a foreign university and received a bachelor's degree, please upload the PDF data of the Certificate of Bachelor's Degree. (If graduation certificate shows that bachelor's degree has been completed, the Certificate of Bachelor's Degree is not necessary.) Applicants who meet qualification (9) or (10) need not submit this certificate. An English translation must be attached if written in a language other than English or Japanese. *If there is only a paper certificate, upload scanned PDF data from a multifunction printer, etc. (PDF files of photo data are not clear enough.)
Transcript	Must be issued by a university or other educational institution. Please upload in PDF format. Those who have approved transfer credits or who meet qualification (2) must also upload the PDF data of transcripts from previous school(s) (university, junior college, or college of technology, etc.). Applicants who meet qualification (9) or (10) need not submit a transcript. An English translation must be attached if written in a language other than English or Japanese. *If there is only a paper certificate, upload scanned PDF data from a multifunction printer, etc. (PDF files of photo data are not clear enough.)
Documents to verify English Proficiency	Make sure to upload the English proficiency score you have registered on Online Application System. *If there is only a paper certificate, upload scanned PDF data from a multifunction printer, etc. (PDF files of photo data are not clear enough.) Acceptable score / How to submit> [If scores will be submitted during the application period] TOEIC (administered by the Institute of International Business Communication (IIBC) after April 2023) Score type: Listening & Reading Test or Speaking & Writing Tests

How to submit: Please enter the URL for checking your Digital Official Score Certificate and upload PDF data of the certificate to the online application system.

> TOEIC (Other than the above)

Score type: Listening & Reading Test or Speaking & Writing Tests

How to submit: Please upload the PDF data of the official score
certificate.

> TOEIC Listening & Reading IP Test (online)

How to submit: Please upload the official score certificate and a letter issued by the company or school where you took the test which states your score is genuine (Any format is acceptable), combined into a single PDF data file.

[The following information must be included]

- ① The name of the company or school that offered the test
- 2 Your test date
- 3 Name of the test taker (you)
- 4 Your test registration number
- ⑤ Listening score
- 6 Reading score
- (7) Total score
- Name, job title, and official seal of the person who is authorized to testify to these contents

> TOEFL

Score type: TOEFL iBT / TOEFL ITP / TOEFL Essentials / TOEFL iBT Home Edition

How to submit: ①Please upload the PDF data of the Examinee Score Report or Test Taker Score (Score Report in the case of TOEFL ITP).

②Applicants can also send official score reports to NAIST via ETS. After completing procedures at ETS, the report will be sent to NAIST. The score will not be accepted if it does not arrive by the deadline. Since it takes several weeks to arrive at NAIST, please allow plenty of time to complete the procedures.

Code for sending TOEFL official score report

DI (Designated Institution) code: D234

Department code: 99

Duolingo English Test

How to submit: Please enter the URL and upload the PDF data with which NAIST can check the score.

> IELTS

How to submit: Please upload the PDF data of the official score certificate.

[If applicants submit the score after the application period]
Applicants may also submit English scores after the application period within the following deadline. <Must arrive by the deadline>

2nd examination for Fall admission: June 28 (Fri), 2024

If you submit your score by the above deadlines, please send your original English proficiency score along with a copy by registered express mail (書留速達) to the address below. After inspecting the two, the original will be returned at a later date.

*The "Submission Form of Document to Verify English Proficiency" must be included along with the score. This form can be downloaded from our website. (https://www.naist.jp/en/international_students/prospective_students/adm_ission_information/guidelines.html)

* If you submit either a TOEIC score (administered by the Institute of International Business Communication (IIBC) after April 2023) or Duolingo English Test score, please send both the printed score (by registered express mail (書留速達)) and the URL of that score (by email) to the address below.

*If you send TOEFL official score report to NAIST via ETS, please make sure it will arrive at NAIST by the deadline. Score will not be accepted if report does not arrive at NAIST by the deadline.

Admissions Section, Educational 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: exam@ad.naist.jp

You may take the entrance examination even if you do not submit any results, but your English score will be zero.

Scores cannot be submitted after the application periods or above designated deadlines.

Only required for applicants who meet qualification (2)

Required documents	Remarks
	Certified by the National Institution for Academic Degrees and Quality
	Enhancement of Higher Education or the president of the relevant junior
Certificate verifying accepted or	college or college of technology.
planned application for the bachelor's degree	Please upload in PDF format.
	*If there is only a paper certificate, upload scanned PDF data from a
	multifunction printer, etc. (PDF files of photo data are not clear enough.)

Only for applicants who have awards or other activities (optional)

Required documents	documents Remarks	
	Certificates of awards and other activities you have registered on Online	
Certificate of awards or other	Application System.	
activities	Please upload in PDF format.	
	*If there is only a paper certificate, upload scanned PDF data from a	

Only required for employed applicants

Required documents	Remarks	
	Any format is acceptable.	
	A letter issued by a person of relevant authority of the current employer	
Approval of application from current	stating the applicant is clearly approved by the current employer to apply.	
employer	Please upload in PDF format.	
employer	*If the applicant is unable to submit the above document for any reason,	
	please submit a document explaining your current situation (any format is	
	acceptable).	
	Form provided by NAIST;	
	http://www.naist.jp/en/international_students/prospective_students/admission_informati	
	on/guidelines.html	
	Must be issued by a professor of the examination category you are applying	
	for in English or Japanese.	
Letter of Provisional Acceptance for	Please upload in PDF format.	
Employed Applicants	*1: Please be sure to contact the professor whose lab you wish to join and	
	obtain his/her preliminary approval of acceptance well in advance.	
	*2: Before requesting a Letter of Provisional Acceptance, applicants should	
	decide on the laboratory they wish to join. You must not request Letters of	
	Provisional Acceptance from more than one professor at a time.	
	Please note that this letter does not guarantee you passing the examination.	

(3) Others

- The status appearing on Online Application System will be updated approximately 1 week after the respective application period. Please be sure to confirm that your status has changed to "Applied".
- If you pass the examination, you are required to submit the original "Graduation certificate (degree certificate)" and "Transcript" (in paper form) in the enrollment procedures.
- If your home university does not issue paper certificates, digital certificates are accepted in the enrollment procedures on the condition that the following 1 and 2 are attached.
 - 1) URL of an online verification service that can verify the authenticity of the digital certificates
 - 2) URL of the issuer's official web page indicating that the issuer is using such an online verification service

5. Downloading Examination Voucher

Please download Examination Voucher and Important Notice for Examination from the Online Application System after confirming the application is definitely accepted. An e-mail will be sent to the e-mail address registered on Online Application System when they are ready.

6. Important Notice for Application

- Applicants who do not have Japanese nationality (except for those with either Permanent Resident or Special Permanent Resident status) must complete the necessary procedure at least two months prior to the beginning of the application period. Applications will not be accepted if this procedure is not completed by the due date. Please see the following URL to confirm the necessary details;
 - https://www.naist.jp/en/international_students/prospective_students/preliminary_support.html
 - For inquiries: Pre-Application Support Desk (Email: admission-support@ad.naist.jp)
- If the applicant has a physical disability and requires special assistance in taking examinations or in following the standard academic program, please consult with the Admissions Section of the Educational Affairs Division prior to applying.
- [Phone: +81(743)72-5083 Fax: +81(743)72-5014 E-mail: exam@ad.naist.jp]
- If the application documents are incomplete, the application will not be accepted, in principle. Further changes

to the submitted documents will not be accepted.

 Applicants may be deemed to have committed a fraudulent act if they falsify, fabricate or plagiarize a document, materials or information included in their application. In such cases, any decisions made based upon the application and materials may be invalidated at a later date. If your entrance to NAIST is cancelled, their application, documents and examination fee may not be returned.

7. Method of Examination

(1) Method of Examination

<For all applicants>

- The examination will consist of a 20 minute interview in Japanese or English (applicants select the language in "Application Form")
- In principle, interviews are conducted using online conference system.
- Please refer to the Online Application System for the required online interview technical conditions: https://e-apply.jp/ds/naist/

*If the number of applicants reaches twice the number of admission capacity specified for an examination category, examination pre-screening may be conducted based on the submitted documents. In such cases, only those who pass the examination pre-screening will take the interview examination. The examination fee will not be refunded if applicants fail to pass the examination pre-screening.

information science

- (i) Oral examination on questions of mathematics (algebra, analysis, etc)
- (ii) Questions regarding the research proposal and areas of information science relevant to the examinees' area of specialization.

Make sure that no materials are in sight during the interview.

[Scope of mathematics questions]

Algebra: From Chapter 1 to Chapter 7 of the following book.

Gilbert Strang, Introduction to Linear Algebra, Fourth edition, Wellesley-Cambridge Press.

Analysis: From Chapter 1 to Chapter 15 of the following book.

Serge Lang, A First Course in Calculus, Fifth edition Springer.

biological science

- (i) A 3-minute presentation.
- (ii) Oral examination regarding the specialized knowledge in connection with examinees' own research proposal.
 - Examinees are asked about the basic knowledge, comprehension, and explanatory ability of the field described in research proposal.
- (iii) Oral examination based on research proposal, especially about research plan at NAIST..
 - Make sure that no materials are in sight during the interview.

materials science

- (i) A 5-minute presentation on their research proposal.
- (ii) Questions concerning the research proposal, relevant to examinees' area of specialization and to materials science in general for about 15 minutes.

No materials may be in sight except for examinees' own research proposal. Figures or charts in research proposals may be used or explained.

[Scope of materials science questions]

Basic knowledge of materials science relevant to examinees' area of specialization.

(2) Evaluation criteria

In the interview, basic academic ability, 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, the research proposal, school transcripts ,TOEIC / TOEFL / IELTS / Duolingo English Test scores and awards and other activities.

(4) Examination period and location

- · NAIST will designate your examination date within the period specified below.
- Applicants will have a preliminary connection test prior to the examination date indicated as follows. Notification for the preliminary connection test date will be included with your examination voucher.

Examination Options	Location	Period	Interview Time
2nd examination	Online	July 1 (Mon) - 6 (Sat), 2024	0:00 am to 7:00 mm
for Fall admission	(Preliminary Connection Test)	June 27 (Thu) - 28 (Fri), 2024	9:00 am to 7:00 pm

- · Applicants will be notified of the date and time at the time of downloading examination vouchers. In principal, once decided, the location and the date/time cannot be changed.
- If there are dates you are not able to attend the examination, please register the date(s) and the reason(s) on Online Application System. However, depending on the timing, and number of applicants, we may not be able to meet your request.
- In the event that the examination cannot be conducted due to a contingency such as a typhoon, it will be moved to the pre-determined alternative date (July 8 (Mon) online

8. Examination Results and Enrollment Procedures

Examination Options	Announcements of the Results	Enrollment Procedures
2nd examination for Fall admission	July 16 (Tue), 2024	Late September, 2024

Examination results will be posted on the NAIST website (https://www.naist.jp/en/) from 10:00 am (scheduled) on the dates specified above.

* Applicants who meet qualification (9)

Applicants who pass the examination but who meet qualification (9) 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 the examination results announcement.

"Provisional passers" are required to submit transcripts which cover their first three years of undergraduate studies by middle of September, 2024. After confirming with the transcripts that the applicant meets the requirements for acceptance, the applicants will be notified in middle of September 2024 as successful applicants. In this case, the enrollment procedure period is in late September, 2024.

9. Payments Required for Admission

- (1) Admission fee: 282,000 yen (Provisional)
- (2) Tuition fee: 267,900 yen for the Fall 2024 term (535,800 yen annually) (Provisional)
- · If there is a change in fees, the new admission and tuition fees will apply to all payments following the change.

10. Preliminary Screening of Applicant Suitability (for applicants who meet qualification (9) and (10))

(1) Application deadline for preliminary screening of applicant suitability (Must arrive at NAIST no later than the following dates):

- (2) How to apply
 - (i) Please first contact Admissions Section (exam@ad.naist.jp) to obtain the application form.
 - (ii) Please dispatch all the required documents by postal mail.
 - *Must be arrived on or before the deadline.

(3) Documents to be sent by postal mail

• Applicants who meet qualification (9)

Required document	Remarks
Application form for qualification screening	Form provided by the Admissions Section
Transcript [Original / Certified true copy]	Must be issued by a university or other educational institute. If subjects you are currently taking are not listed in the transcript, please submit the documents that indicate subjects you are currently taking. Those who have approved transfer credits must also submit a transcript from the previous school (university, junior college, etc.). An English translation must be attached if written in a foreign language other than English or Japanese.
Student registration certificate [Original / Certified true copy]	Any format is acceptable. Issued by the president or academic dean of the relevant university.
The list of all subjects available per academic year	The list should indicate the subject name, academic year, number of credits obtained, specification of required or elective subjects, and conditions for the applicant's promotion to the senior year and graduation.
Photocopy of syllabus	The contents of the lecture should be described.

• Applicants who meet qualification (10)

Required documents	Remarks	
Application form for	Form provided by the Admissions Section	
qualification screening		
Graduation certificate of last	An English translation must be attached if written in a language other	
school attended	An English translation must be attached if written in a language other	
[Original / Certified true copy]	than English or Japanese.	
Transcript of last academic	Must be issued by the university from which you graduated.	
Records	An English translation must be attached if written in a language other	
[Original / Certified true copy]	than English or Japanese.	
	Examples: Research papers, Credentials, Certificates of proficiency tests or	
Copies of relevant certificates	Achievement tests, Certificates of English proficiency tests, Acquired	
	patents, Software specifications developed	

(4) Preliminary Screening Result

The results of the preliminary screening will be sent by e-mail to the e-mail address used for this application.

11. Long-Term Completion System

The Long-Term Completion System is a system for students who have difficulty completing their graduate courses within the standard allotted period due to employment responsibilities or other reasons. The System aims to aid students in creating their study plan over the standard period and ensure they finish their courses.

Students in master's courses may extend their periods of study for one or two years. These extensions will enable students to receive degrees in accordance with their plans.

When newly enrolled students apply for this system, the total tuition fee for the standard period will be divided

into the number of the years permitted by NAIST.

Applicants wishing to avail themselves of this system should consult in advance with the Academic Affairs Section. [g-gakumu@ad.naist.jp]

https://www.naist.jp/en/international_students/current_students/academic_affairs/long-term.html

12. Security Export Control

At NAIST in order to assure that there is no obstruction of the maintenance of peace and safety internationally through the education and research activities of international students, etc., export security control is being undertaken in accordance with the "Foreign Exchange and Foreign Trade Act". Please understand that there may be cases where you may be asked to adjust or restrict educational and/or research contents.

https://www.naist.jp/en/international activities/security export control.html

13. Additional Information

- (1) Fees and documents once paid or submitted may not be refunded/ returned for any reason.
- (2) Any unfair or fraudulent acts (impersonation, cheating, receiving assistance from others, etc.) will be regarded as improper acts and the interview results may be invalidated. Admission to NAIST may be revoked, even after admission decisions have been made. Documents and examination fee cannot be returned in this case.
- (3) Applicants are responsible the necessary environment for the online interview.

 If you do not make a contact by the specified time, you will be considered to be absent from the examination.
- (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, Educational Affairs Division, Nara Institute of Science and Technology 8916-5, Takayama, Ikoma, Nara 630-0192, Japan Phone: +81(743)72-5083/5084 Fax: +81(743)72-5014 e-mail: exam@ad.naist.jp