

2021

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 one month 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: International Affairs Division (Email: intl-support@ad.naist.jp)

INDEX

《NAIST Education Policy》

《NAIST Admission Policy》

1. Admission Capacity	1
2. Qualifications for Application	1
3. Application Procedures	2
4. Method of Examination	7
5. Examination Results and Enrollment Procedures	9
6. Payments Required for Admission	9
7. Preliminary Screening of Applicant Suitability (for applicants who meet qualification (9) and (10))	9
8. Long-Term Completion System	10
9. Security Export Control	11
10. Additional Information	11

* Application Form

* Online Contact Information Form

* Examination voucher , Photo form, Receipt form for examination fee payment

* Address label

* Submission Form of Documents to Verify English Proficiency

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
Science and Technology	Science and Technology	Limited	information science (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, 2021.
- (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, 2021 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, 2021.
- (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, 2021.
- (5) Those who have completed or will complete a 16-year curriculum by September 30, 2021 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, 2021 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, 2021 at a vocational school designated by the Minister of MEXT.
- (8) Those who are deemed eligible or will be deemed eligible by September 30, 2021 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, 2021, 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, 2021.(*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 7: Preliminary Screening of Applicant Suitability (for applicants who meet qualification (9) and (10))** on page 9 before taking the entrance examination.

3. Application Procedures

(1) Application period

Examination Options	Application Period
2nd examination for Fall admission	June 7(Mon) – 9(Wed), 2021

*Applications postmarked by June 9 will be accepted.

*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 one month prior to the beginning of the application period. Please see the following URL to confirm the necessary details.

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

For inquiries: International Affairs Division (Email: intl-support@ad.naist.jp)

(2) Examination fee

Examination fee is 30,000 yen.

A: Applicants living in Japan

Payment via ATM

- Payment is possible at any bank in Japan (the postal bank is available only if the payer holds account of the postal bank).
- Please attach the receipt issued from ATM on the designated part of application document. A copy of receipt should be kept by applicants themselves for their own records. It may be required for confirming the payment.
- Payment must be made under the name of applicants themselves. Add “123” to the in front of the payer’s name to indicate application to examination, e.g., “123 センタントロウ” (Please note that most ATMs only permit inputting in Japanese). If the name of the individual making the payment is not the same as the person applying for NAIST, the payment might not be confirmed at NAIST. In this case, the application may not be accepted.

<Account Information for payment>

銀行名 (Bank) / 支店名 (Branch) 口座種別 (Account type) / 口座番号 (Account number)	口座名義 (カナ) (Account name)
南都銀行 登美が丘支店 普通 0210251 [Nanto Bank / Tomigaoka Branch Ordinary Deposit / 0210251]	国立大学法人 奈良先端科学技術大学院大学 ダイ) ナラセンタカガクギジュツダイガクインダイガク [Nara Institute of Science and Technology, National University Corporation]
三菱UFJ銀行 奈良支店 普通 4554681 [MUFG Bank / Nara Branch Ordinary Deposit / 4554681]	

Payment at convenience stores in Japan is also available. For more details, please inquire to the Admissions Section of the Educational Affairs Division [exam@ad.naist.jp].

B: Applicants living outside Japan

Those who apply from outside of Japan must contact the Admissions Section by e-mail **at least 1 week prior to the first day of the application period** to consult about examination fee payment [exam@ad.naist.jp].

Overseas applicants must pay the 30,000 yen examination fee via foreign remittance in yen according to the

details specified in the table below. The total cost for foreign remittance is usually a local bank charge (stipulated by the bank chosen), the MUFG Bank charge, and the 30,000 yen examination fee. Overseas applicants should consult with their local bank to verify that the amount credited to NAIST's MUFG Bank account (see below) is 30,000 yen, and no less. A copy of the receipt of foreign remittance issued by the local remitting bank, or some other evidence of such bank transfer, must be submitted together with the other required application documents listed in 3.(5). The original receipt should be kept by overseas applicants themselves for their own records.

(Details for paying the examination fee)

Remittance by	Telegraphic transfer
Payment method	Consult with NAIST before Payment
Handling charges	Payer's Responsibility (local bank charge + MUFG Bank charge)
Examination fee	30,000 yen
Deadline for remittance	June 9, 2021
Purpose of remittance	"Examination fee"
Remit to:	
Bank name	MUFG Bank
Branch	Nara Branch
Account number	Ordinary Deposit 4554681
Payee	Nara Institute of Science and Technology, National University Corporation
Bank address	27-1 Nishimikado, Nara city, Nara 630-8225, Japan
SWIFT Code	BOTKJPJT
Details of charges	Applicant(OUR) *All local and overseas charges borne by remitter.
University address	8916-5, Takayama, Ikoma city, Nara 630-0192, Japan
Note	Add "123" to the in front of the remitter's name to indicate application to the 2nd examination for Fall admission, e.g., "123Smith John Paul". 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 Admissions Section [exam@ad.naist.jp] and include the following information:
Applicant's 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 may not be accepted.
Once paid, the examination fee may not be refunded for any reason.

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.

(3) How to apply

A: Applicants living in Japan

Please send the required documents by registered express mail "書留速達" to the address below in a large size envelope (33cm×24cm).

B: Applicants living outside Japan

First, please contact the Admissions Section (exam@ad.naist.jp) by e-mail at least 1 week prior to the first day of the application period to have your application documents checked preliminary by registered express mail to the address below.

**Admissions Section, Educational Affairs Division, Nara Institute of Science and Technology
8916-5, Takayama, Ikoma, Nara 630-0192, Japan**

- Please note that we accept only those applications that arrive 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 express mail (DHL, FedEx, OCS or EMS, etc.).
 - * NAIST is not responsible for any loss of documents during the course of delivery.
- Although there is no limit to the number of applications one person may make, application procedures must be followed for each application separately.
- Application forms can be downloaded at:
(https://www.naist.jp/en/international_students/prospective_students/admission_information/guidelines.html).
Please fill in the necessary information before printing them out.

(4) Examination voucher

A: Applicants living in Japan

After the application period, we will send the following to all applicants: i) an examination voucher, ii) the examination guidelines by using self-addressed envelope (listed as A10 in section (5))

If the examination voucher does not arrive by **one week prior** to the examination date, please contact the Admissions Section of the Educational Affairs Division (Phone: 0743-72-5083).

B: Applicants living outside Japan

After the application period, we will send the following to all applicants: i) an examination applicant's ID, ii) the examination guidelines by e-mail.

If the e-mail does not arrive by **one week prior** to the examination date, please contact the Admissions Section of the Educational Affairs Division (Phone: +81(743)72-5083).

(5) Documents required

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

● Documents required to all applicants

Documents required		Remarks
A1	Application form	Form provided by NAIST. Please fill in the necessary information and attach your photograph. Please download at our website. (https://www.naist.jp/en/international_students/prospective_students/admission_information/guidelines.html)
A2	Online Contact Information Form	Form provided by NAIST. Please fill in the necessary information. Please download at our website. (https://www.naist.jp/en/international_students/prospective_students/admission_information/guidelines.html) This form must be submitted by all applicants regardless the examination location.
A3	Examination voucher and photo form	Form provided by NAIST. Please fill in the necessary information and attach your photograph. Please download at our website. (https://www.naist.jp/en/international_students/prospective_students/admission_information/guidelines.html)

A4	Receipt form for examination fee payment or the document verifying your foreign remittance (Please refer P.2 about examination fee.)	<p>A: Applicants living in Japan Submit the receipt of your payment together with the required application documents.</p> <p>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. Applicants should retain the original receipt.</p> <p>Japanese government (Monbukagakusho: MEXT) scholarship students need not submit this form. However, MEXT Scholarship Students enrolled at universities other than NAIST, must submit a certificate stating their status as MEXT Scholarship Students.</p>
A5	Graduation/ Expected Graduation certificate [Original / Certified true copy]	<p>Must be issued by a university or other educational institution. For those who have graduated from a foreign university and gained bachelor's degree, please submit Certificate of Bachelor's Degree. (If graduation certificate shows that bachelor's degree has been completed, 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 foreign language other than English or Japanese.</p>
A6	Transcript [Original / Certified true copy]	<p>Must be issued by a university or other educational institution. 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) or (10) need not submit a transcript. An English translation must be attached if written in a foreign language other than English or Japanese.</p>
A7	Research proposal	<p>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 but it must be more than one page and not more two pages for both subjects together.)</p> <p>[Important points]</p> <ol style="list-style-type: none"> Be sure to write your name, preferred laboratory, and indicate the examination category you are applying to on each page. *This information will not affect laboratory assignment after enrollment. Specify your current major or previous field of studies, if any, under the preferred laboratory on each page. Do not staple. Do not print in color. (Materials must be clearly copiable.) Write on one side only in English. You may include additional data (figures or charts) within the two-page proposal. <div data-bbox="927 1675 1347 1890" style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p style="text-align: center;">Example</p> <p>Examination category: information science Name: Preferred laboratory: Current major or previous field of studies:</p> </div> <p>The template for materials science applicants is available on our website. (https://www.naist.jp/en/international_students/prospective_students/admission_information/guidelines.html) Please use it as a reference.</p>

A8	Document to verify English Proficiency	<p>Please include your <u>original English proficiency along with a copy</u> .When it is difficult to submit along with the other required documents, or a new score is obtained after submitting the application documents, the score can be submitted within the designated term [should arrive at NAIST within this period] (indicated in “Submission Form of Documents to Verify English Proficiency”). After inspecting the two, the original will be returned at a later date.</p> <p>When submitting the score to arrive at NAIST within the designated term, 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/admission_information/guidelines.html</p> <p>In addition to TOEIC, TOEFL, IELTS or Duolingo English Test scores are also acceptable.</p> <p>For any test results, please include <u>your original results along with a copy</u>.</p> <p>If you will submit a Duolingo English Test score, submitting both the printed score (by postal mail) and the URL of that score (by email [exam@ad.naist.jp]) are required. Include this with the application documents or submit it within the designated term [should arrive at NAIST within this period]. When submitting the score to arrive within the designated term, the “Submission Form of Document to Verify English Proficiency” must be included along with the printed score.</p> <p>*Note: Sending your score from the personal account page of Duolingo English Test is not accepted.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>For TOEIC: Official Score certificate of “Listening & Reading” or “Speaking & Writing”. Score Report of Institutional Program(IP)</p> <p>For TOEFL: Examinee Score Report or Test Taker Score Report*of TOEFL iBT or ITP</p> </div> <p>*Test Taker Score Report printed from "My Homepage" (personal account page) is not acceptable.</p> <p>Only results from April 2018 or later are acceptable. Please check when you can receive the certificate at the official website of each test and be sure to be able to submit it by the deadline.</p> <p>Even if you do not submit any results, you may take the entrance examination, but your English score will be zero. These score cannot be submitted after the designated term (indicated in “Submission Form of Documents to Verify English Proficiency”).</p>
A9	Address label	<p>Please fill out all required information on the address label. Please download at our website. https://www.naist.jp/en/international_students/prospective_students/admission_information/guidelines.html)</p>
A10	Self-addressed envelope (Only applicants living in Japan)	<p>Use <u>standard size envelope (24cm×12cm)</u>, attach 384-yen in stamps, and write your name and address precisely and clearly on the front. Specify “By Express” in red ink.</p>

● Documents required only of those to whom the conditions in the following brackets apply
 <Applicants who meet qualification (2)>

Documents required	Remarks
--------------------	---------

A11	Certificate verifying accepted or planned application for the bachelor's degree [Original / Certified true copy]	Certified by the National Institution for Academic Degrees and Quality Enhancement of Higher Education or the president of the relevant junior college or college of technology.
-----	---	--

<Employed applicants>

Documents required		Remarks
A12	Approval of application from current employer	Any format is acceptable. Must be approved by the current employer and issued by a person of relevant authority.

* 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).

(6) Other notifications

- 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 one month 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: International Affairs Division (Email: intl-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. 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.
- You may be deemed to have committed a fraudulent act if you falsify, fabricate or plagiarize a document, materials or information included in your 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, your application, documents and examination fee may not be returned.

4. 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”)
- Applicants for 1st examination or 2nd examination select where their preferred examination location from 3 options, at NAIST, online*, or no preference. However, due to facility restrictions,, we may not be able to meet your request.
- Whether the examinations is taken at NAIST or online, there are no differences in examination contents, evaluation criteria, and acceptance criteria.

*Online interview will be conducted through the online conference system Webex. Please refer to the “Online Contact Information Form” for required technical conditions.

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 8 of the following book.

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

Analysis : Entire contents of the following book.

Serge Lang, A First Course in Calculus, 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.

[Scope of biological science questions]

Oral examination based on research proposal, especially about research plan at NAIST.

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 and TOEIC / TOEFL / IELTS / Duolingo English Test scores.

(4) Examination period and location

- NAIST will designate your examination date within the period specified below.
- Applicants who take the examination online will have a preliminary connection test about one week prior to the examination date. Notification for the preliminary connection test date will be included with your examination voucher.
- If there are dates you are not able to attend the examination, please state the date(s) and the reason(s) in the

application form. However, depending on the timing, and number of applicants, we may not be able to meet your request.

- Applicants for 1st examination or 2nd examination select where to take the examination from 3 options, at NAIST, online, or no preference. However, due to facility restrictions, we may not be able to meet your request.

Examination Options	Location	Period	Interview Time
2nd examination for Fall admission	NAIST or Online	July 5(Mon) - 10(Sat), 2021	9:00 am to 7:00 pm
	(Preliminary Connection Test)	July 1 (Thu) – 2(Fri), 2021	

- Applicants will be notified of the date and time of their examination along with the examination vouchers. In principal, once decided, the location and the date/time cannot be changed. However, in consideration of the spreading of the new corona virus infection, NAIST may change the location from NAIST to online.
- For applicants who will take the examination at NAIST, please be sure to take measures (measure your temperature, wear a mask, etc) to prevent the spreading of infection when you come to NAIST. If you have any symptoms (e.g. high fever, coughing), please let the Admissions Section know immediately.
- 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 12 (Mon)) at NAIST or online

5. Examination Results and Enrollment Procedures

Examination Options	Announcements of the Results	Enrollment Procedures
2nd examination for Fall admission	July 19 (Mon), 2021	Late September, 2021

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 announcing the examination results.

“Provisional passers” are required to submit transcripts which cover their first three years of undergraduate studies by middle of September, 2021. If the transcripts meet the stipulated conditions, those students are officially regarded on middle of September, 2021 as successful applicants.

6. Payments Required for Admission

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

(2) Tuition fee: 267,900 yen for the Fall 2021 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.

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

Application deadline for preliminary screening of applicant suitability (**should arrive at NAIST no later than the following dates**)

May 7 (Fri), 2021

①Applicants who meet qualification (9)

Documents required	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.
Stamped, self-addressed envelope for sending the screening results (Only applicants living in Japan)	Write your name and address clearly on the front of a <u>standard-size envelope (24cm×12cm)</u> affixed with 374-yen in stamps. Specify "Express Mail" in red ink.

②Applicants who meet qualification (10)

Documents required	Remarks
Application form for qualification screening	Form provided by the Admissions Section.
Graduation certificate of last school attended [Original / Certified true copy]	An English translation must be attached if written in a foreign language other than English or Japanese.
Transcript of last academic Records [Original / Certified true copy]	Must be issued by the university from which you graduated. An English translation must be attached if written in a foreign language other than English or Japanese.
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
Stamped, self-addressed envelope for sending the screening results (Only applicants living in Japan)	Write your name and address clearly on the front of a <u>standard-size envelope (24cm×12cm)</u> affixed with 374-yen in stamps. Specify "Express Mail" in red ink.

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

8. 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

9. Security Export Control

At NAIIST 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

10. 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), or recording while the online conference system is being used will be regarded as improper acts and the interview results may be invalidated. Admission to NAIIST 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 or for finding accommodation during the examination period.
- (4) If you will be late for the specified time because of contingency such as a typhoon, please refer to examination guidelines and contact NAIIST.
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.

<p>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</p>
