

**Japan-Expert (Bachelor Degree) Program
Student Application Information**

AY2018

**Special entrance examination
for privately funded international students**

December 2017



筑波大学
University of Tsukuba

1. About the Japan-Expert (bachelor degree) Program

The University of Tsukuba has established the Japan-Expert (bachelor degree) Program to train international students who possess a Japanese outlook to further understand Japan's culture and society, and hope to find employment at relevant companies in Japan or in their own countries.

Having our university selected for Top Global University Project by the Ministry of Education, Culture, Sports, Science and Technology (MEXT) in Japan was the impetus for putting this program together. Four courses of study have been established—Agricultural Science, Healthcare, Art and Design, and Japanese Language Teacher Training. Each course is designed for international students interested in Japan, aimed to provide them with the expertise and critical thinking skills they need in Japanese to detect and solve local and global issues related to their respective fields. This includes acquiring specializations in agriculture, healthcare, Japanese art or Japanese-language teaching after acquiring advanced Japanese-language skills and understanding Japan's culture and society.

We have expanded opportunities to take the university entrance examination for this program to students unable to do so up to now because of their lack of Japanese-language skills by easing the Japanese-language requirement and focusing on Japanese-language training for half a year after enrollment. We look forward to receiving applications from people who want to serve as intermediaries between their home countries and Japan.

2. Entrance examination schedule (Japan time)

- (1) Application submission (accepted online): noon, March 1 (Thu.), to 5 p.m., April 3 (Tue.), 2018
- (2) Deadline for sending application documents (for documents to be uploaded and mailed): Must arrive by April 10 (Tue.), 2018
- (3) Entrance examination dates: The dates are set by course during the period from May 14 (Mon.) to 18 (Fri.), 2018 (please refer to "8. Screening methods")
- (4) Announcement of successful applicants: June 6 (Wed.), 2018
- (5) Enrollment procedures deadline: July 6 (Fri.), 2018 (mailed items must arrive by this date)
- (6) Enrollment ceremony: September 28 (Fri.), 2018 (tentative)
- (7) Enrollment date: October 1 (Mon.), 2018

Applicants with disabilities—notice regarding prior consultation

Any applicant who requires special arrangements to take the entrance examination or while studying must consult with the University of Tsukuba (see **13. Inquiries**) by Wednesday, February 14, 2018. We may not be able to make special arrangements in the case of requests received after the deadline for application submissions.

3. Admission policy and application capacity

School/College (course)	Admission policy	Applicant capacity
College of Agro-Biological Resource Sciences, School of Life and Environmental Sciences (Agricultural Science Course)	We seek people who have an interest in biological resources—the foundations for human existence and safe, affluent lifestyles—as well as in Japanese agriculture and forestry research and technology, and who seek to use Japanese agriculture and forestry research and technology to make contributions as agronomists at research institutions or companies involved in agriculture and forestry in Japan and other countries.	Small number
School of Nursing, School of Medicine and Medical Sciences (Healthcare Course)	We seek people who have an interest in the Japanese healthcare system and its technology, at the same time those who will take on roles as planners, administrators or healthcare technology developers who can engage in education or research with an academic foundation in healthcare.	Small number
School of Art and Design (Art and Design Course)	In addition to learning achievements in high school (secondary education) and Japanese language ability, the applicant's motivation and quality of works submitted will be comprehensively evaluated.	Small number
College of Japanese Language and Culture, School of Humanities and Culture (Japanese Language Teacher Training Course)	We seek people who have wide-ranging interests in the Japanese language and culture, and hope to become Japanese-language teachers and teach Japanese to people in Japan and elsewhere, and who want to attend school or work in Japan or work at Japanese companies.	Small number

4. Application requirements

Only those who fulfill the following (1) and (2), as well as any of the requirements a) through e) in (3) below may apply.

(1) Nationality other than Japanese

(2) Those with a Japanese-Language Proficiency Test (JLPT) competence level of N3 or higher (N2 or above for applicants of the Japanese-Language Teacher Training Course), or those who have the following scores of other Japanese Language Tests equivalent to JLPT levels.

Course	JLPT	J.TEST ※1	TOP-J ※2	AP ※4
Agricultural Science Course	N3 or above	400 or above	Intermediate A level or above	Anyone who passed AP test with a rating of 5 (extremely well qualified) on 5-point scale
Healthcare Course	N3 or above	400 or above	Intermediate A level or above	Anyone who passed AP test with a rating of 5 (extremely well qualified) on 5-point scale
Art and Design Course	N3 or above	400 or above	Intermediate A level or above	Anyone who passed AP test with a rating of 5 (extremely well qualified) on 5-point scale
Japanese Language Teacher Training Course	N2 or above	600 or above	Intermediate A level or above	Anyone who passed AP test with a rating of 5 (extremely well qualified) on 5-point scale

※1 J.TEST Test of Practical Japanese (A-D level Examination)

※2 TOPJ Top Japanese Test

※3 The AP Japanese Language and Culture Exam

(3) Anyone to whom any of a) through d) below applies:

a) Anyone who has completed a twelve-year course¹ of formal scholastic education in a country other than Japan, or expects to have done so by September 30, 2018.

¹ Graduates of international schools are requested to contact the university (see **13. Inquiries**) before the period during which applications are accepted because a) their applications may not be accepted or b) confirming application credentials may require time.

b) Anyone who has completed a twelve-year course at an international school in Japan authorized by the Ministry of Education, Culture, Sports, Science and Technology, who will reach the age of eighteen by September 30, 2018.

c) Anyone who possesses an International Baccalaureate Diploma, *Abitur* (Germany), *baccalauréat* (France) or GCE Advanced Level (United Kingdom)² and will reach the age of eighteen by September 30, 2018.

²For the GCE A - Level, applicants must complete the subjects and assessments that have been set by the university as follows:

➤ Agricultural Sciences course, Healthcare course, Japanese Language Teacher Training Course

Must have completed more than three Advanced Level subjects at grade E or above.

➤ Art and design course

Must have completed more than three Advanced Level subjects at grade E or above. (Including “Art” subject.)

d) Anyone who has completed a twelve-year course at an international accredited organization

(WASC, CIS, ACSI) and will reach the age of eighteen by September 30, 2018.

e) Other³

³ Please contact the university (see **13. Inquiries**) before the period during which applications are accepted if any of a) through d) in 3) above do not apply since individual confirmation and screening of application qualifications will be required.

5. Online application and submission of application documents

Our online application system enables applicants to input data online and upload image files (follow the procedures for inputting data online in either Japanese or English). Note that supporting documents such as certificates will need to be mailed separately.

(1) Inputting application data (accepted online)

Input content	Who needs to input	Remarks
i. Applicant data and school/college (course)	All applicants	<input type="checkbox"/> Name: As written in your passport <input type="checkbox"/> ID photo: This ID photo must be taken within the last three months with no hats or other head adornments Take the photo with your glasses on if you will be wearing glasses during interviews. <input type="checkbox"/> Date of Birth: Select year (in AD), month, and date <input type="checkbox"/> Sex: Select <input type="checkbox"/> Nationality: Select nationality <input type="checkbox"/> Applicant's contact information: Select the country name and input your address, zip code, phone number and e-mail address. <input type="checkbox"/> Additional contact address other than the applicant's: Write your relationship with the applicant and select the country name and input your address, zip code, phone number and e-mail address. <input type="checkbox"/> School/college (course): Select your desired school and course
	Applicants to whom it applies	<input type="checkbox"/> Current affiliation: Write name of your school, company or any other organization. <input type="checkbox"/> Status of registration: Write your status of registration in Japan. <input type="checkbox"/> Period of Stay in Japan (To be entered only by those with a period of stay for a year or more)
ii.Examination site	All	<input type="checkbox"/> Desired examination site: Select University of Tsukuba or

	applicants	outside Japan (via Skype or other)
iii. Application qualifications, etc.	All applicants	<input type="checkbox"/> Nationality: You can only select “Nationality other than Japanese” <input type="checkbox"/> Level of Japanese-Language Proficiency Test (JLPT): Select the level that applies <input type="checkbox"/> Level of Japanese Language Test other than JLPT: Select the test and level that applies <input type="checkbox"/> Eligibility: Select the eligibility that apply <input type="checkbox"/> Status of completion at high school (secondary education) attended: Select your graduation status (graduated or expecting to graduate), as well as the applicable graduation date or expected graduation date
iv. Educational background	All applicants	<input type="checkbox"/> Primary education: Elementary school <input type="checkbox"/> Secondary education (lower): Middle school, secondary education (upper), high school, technical college, etc. <input type="checkbox"/> Higher education: university <input type="checkbox"/> Other (technical college, etc.) Select the country name and enrollment and graduation dates, and input the school name and number of officially required years.
v. Career History	Applicants to whom it applies	<input type="checkbox"/> Job experiences Enter your job experience for the last 5 years except for part time job.
vi. Study plan	All applicants	<input type="checkbox"/> Post-enrollment study plan Enter your study plan into the input-form which includes what you want to learn for 4 years and what you think about your future after you graduate from the University of Tsukuba (within 800 characters in Japanese or 400 words in English. But for those who will take the Japanese Language Teacher Training Course enter within 2,000 characters in Japanese).

vii. Financial plan	All applicants	<input type="checkbox"/> Financial plan Describe in detail your financial plan after your enrollment (for admission fee and living expenses).
---------------------	----------------	--

(2) Application documents (to upload and send by post)

Please upload image files of the following documents and also mail them separately.

In the case of certificates prepared and issued by schools that are in foreign languages other than English, please translate their complete contents into Japanese or English and have the translations certified by the school in question or an official agency.

Documents	Who needs to submit	Remarks
i. Certificate of completion (or anticipated completion)	All applicants	Upload your senior high school (secondary education curriculum) certificate of completion (or expected completion), and mail the <u>original</u> separately by Tuesday, April 10, 2018 (must arrive by this date). ※ This is not the last school attended. Submit your Certificate of Completion in senior high school.
ii. Transcript	All applicants	Upload your three-year senior high school (secondary education curriculum) transcript and mail the <u>original</u> separately by Tuesday, April 10, 2018 (must arrive by this date).
iii. Other certificates	Applicants to whom this applies	<ol style="list-style-type: none"> 1. Applicants who have an International Baccalaureate Diploma should mail a copy of the diploma and the original of the official final IB exam grade transcript by Tuesday, April 10, 2018 (must arrive by this date). 2. Applicants who have <i>Abitur</i> credentials (from Germany) should mail a copy of the general qualification for university entrance certificate and grades transcript by Tuesday, April 10, 2018 (must arrive by this date). 3. Applicants who have <i>baccalauréat</i> credentials (from France) should mail a copy of the <i>baccalauréat</i> diploma and an original grades transcript by Tuesday, April 10, 2018 (must arrive by this date).

		4. Applicants who have GCE Advanced Level qualifications (United Kingdom) should mail a copy of grades transcript for Advanced Level subjects by Tuesday, April 10, 2018 (must be received at the University by this date).
--	--	---

(3) Application documents (for uploading only)

Please upload (in JPG format) the following documents:

Documents	Who needs to submit	Remarks
i. Passport	All applicants	Please upload an image file of your passport information page.
ii. JLPT certificate	All applicants	Please upload an image file of your Japanese-Language Proficiency Test certificate, which is issued to people who have passed the JLPT administered by the Japan Foundation and Japan Educational Exchanges and Services.
iii. Examination for Japanese University Admission for International Students score report	Applicants to whom this applies	If you have taken the Examination for Japanese University Admission for International Students (EJU) administered by the Japan Student Services Organization (JASSO), please upload an image file of your score report.
iv. English-language ability test score report	Applicants to whom this applies	If you have taken the TOEFL, TOEIC, IELTS or other English-language ability examination, please upload an image file of your score report.
v. Photos or other records of your work	Applicants to whom this applies	<u>Art and Design Course applicants</u> must also upload photos (multiple photos are permitted) of works they have created themselves or image files of blueprints or proposals.

(4) Entrance examination fee payment

Payment of a ¥17,000 entrance examination fee is required (separate handling charges are also incurred for the payment). Please follow the online system instructions when paying by credit card (Visa, MasterCard, JCB or American Express). Payment by credit card in the name of someone other than the applicant is also permitted.

Please complete payment procedures on the online payment site (e-shiharai.net) before inputting data on the web system.

Please input your receipt number after payment. Further, please click the 申込内容照会 (payment request details) button after completing payment, print out the information screen displayed, and send this to us by post.

The payment method of the entrance examination fee of applicants for the Art and Design Course and Japanese Language Teacher Training Course will in 2 stages (4,000 yen for the 1st stage screening and 13,000 yen for the 2nd stage screening). Successful applicants in the 1st stage screening will need to pay the entrance examination fee for the 2nd stage screening. The payment period and method will be announced along with the results of the 1st stage screening.

(5) Entrance examination admission ticket

Please print out your admission ticket after transmitting your application data to present it when taking the entrance examination.

(6) Address slip

Please use the address slip that can be printed out after transmitting your application data to affix on an envelope containing items listed in (2) (application documents to be mailed) and (4) (printed copy of screen shot of your examination fee credit card payment receipt) above, and submit these by post.

6. Procedure for sending required documents

(1) After gathering together the requested documents listed in 5(2), for documents to be mailed after having been uploaded, please send them no later than April 10, 2018(Tue).

If the required documents are lacking or incomplete, your application cannot be considered. Please check well before submission.

(2) Mailing address

Division of Admissions

University of Tsukuba

1-1-1 Tennodai, Tsukuba City, Ibaraki 305-8577

7. Points to note about applications

(1) Please double-check all the information you have entered before you transmit it, and confirm this by pressing the Apply button.

(2) Submitted application documents and entrance examination fees that have already been paid will not be returned.

(3) Applying to multiple courses is not permitted, nor is changing to another course after applying.

(4) Permission for enrollment may be revoked after it has been granted if it is ascertained that the information on application documents is not consistent with the facts. In such cases, any registration fees that have already been paid will not be returned.

(5) Personal information acquired from application documents and individual examination score data are used for screening applicants. Further, some information related to students who have completed enrollment procedures is used to deliver information about such things as on-campus events, and some information related to applicants for tuition waiver is used for screening data at the time of screening.

8. Screening methods

A comprehensive decision is made based on interviews conducted by each course and the information on submitted documents.

The screening for the Art and Design Course and Japanese Language Teacher Training Course will be made in two stages: the 1st stage screening and 2nd stage screening. The 2nd stage screening will be conducted on successful applicants in the 1st stage screening.

(1) 1st stage screening (screening of application materials)

Successful applicants in the 1st stage screening will be determined by comprehensively assessing the submitted materials, etc.

(2) 2nd stage screening

An oral examination will be given and successful applicants in the 2nd stage screening (finalists) will be determined by comprehensive assessment with the inclusion of the results of the 1st stage screening.

Notes:

1. The personnel in charge will send information on oral examination methods via e-mail.
2. If conducted via Skype or similar methods outside Japan, oral examination date and time will be arranged taking into consideration time differences.
3. Applicants applying for the Art and Design Course must bring one piece of work or a blueprint or proposal. However, they will be asked to follow instructions and show the relevant work onscreen if the oral examination is conducted using Skype or a similar method.

9 Screening Details, etc.

- (1) The College of Agro-Biological Resource Sciences、 School of Life and Environmental Sciences
(Agricultural Science Course)

Date of Examination: May 18, 2018 (Friday)

Examination Subject	Examination Time	Details
Oral Examination	20-30 minutes	Basic knowledge and understanding of Mathematics, Biology, Physics, Chemistry, etc. and whether the applicant is equipped to apply these information and understanding will be examined in Japanese.

- (2) School of Nursing, School of Medicine and Medical Sciences (Healthcare Course)

Date of Examination: May 17, 2018 (Thursday)

Examination Subject	Examination Time	Details
Oral Examination	20-30 minutes	With a view to persons in charge of policies and administration and developers of healthcare technology in the field of healthcare and engaging in education and research, basic academic skills and an

		appetite for learning about necessary matters in regard to these will be assessed and a clear motivation for applying will be demanded. The oral examination will be given in Japanese.
--	--	---

(3) School of Art and Design (Art and Design Course)

Date of Examination: May 14, 2018 (Monday)

Examination Subject	Examination Time	Details
Oral Examination	30 minutes	Basic academic skills in art and design and enthusiasm, future prospects, and social nature will be assessed. The oral examination will be given in Japanese.

(4) College of Japanese Language and Culture, School of Humanities and Culture (Japanese Language Teacher Training Course)

Date of Examination: May 14, 2018 (Monday)

Examination Subject	Examination Time	Details
Oral Examination	20-30 minutes	Basic academic skills, appetite for learning, and motivation for applying necessary for learning the Japanese language and Japanese culture to be acquired as a Japanese language teacher will be assessed. The oral examination will be given in Japanese.

10. Announcement of successful applicants

Announcement date: June 6 (Wed.), 2018 from NOON (Japan time/JST)

Along with listing successful applicants' entrance examination numbers on the website of the program shown below, applicants will be mailed notices regarding the outcome. At the same time, successful applicants will be e-mailed notices regarding documents for enrollment procedures. We will not respond to any phone inquiries regarding the outcome.

The results of the 1st stage screening for the Art and Design Course and Japanese Language Teacher Training Course will be published on the website of this program on April 27, 2018 (Japan time).

Successful applicants in the 1st stage screening will need to pay the entrance examination fee of 13,000 yen for the 2nd stage screening within the predetermined period of time. In the absence of payment of the entrance examination fee, applicants cannot go on to the 2nd stage screening. In default of payment of the entrance examination fee by the appointed time, applicants will be treated as those who declined the 2nd stage screening. The payment period and payment method will be announced along with the results of the 1st stage screening.

<http://jp-ex.tsukuba.ac.jp/>

11. Enrollment procedures

(1) Enrollment period: Must arrive by Friday, July 6, 2018 (only by mail)

(2) Items required for enrollment:

- a) Copy of notice to successful applicants
- b) ¥282,000 enrollment fee. (Please remit payment at a financial institution or by overseas remittance in time for the enrollment period deadline. Details are shown in the enrollment procedures documents.)
- c) The enrollment procedures documents contain instructions regarding other required documents.

(3) Student payments required after admission:

- a) Tuition: ¥267,900 (second-semester portion for October to March)
Note: First-semester tuition for April to September: ¥267,900
- b) If fees paid by students are revised at the time of admission or during enrollment, new fees apply from time of revision.
- c) You will be asked to pay tuition fees by bank transfer from a Japanese financial institution after enrolling.
- d) Please contact the university (see **13. Inquiries**) for more information about tuition and scholarships.

12. Disclosure of information about entrance examinations

The University of Tsukuba will disclose information about the 2018 Japan-Expert Degree Program entrance examinations upon request from test-takers themselves from October 1 to November 30, 2018. Please contact the university (see **13. Inquiries**) for details.

13. Inquiries

University of Tsukuba

Top Global University Project Office

Japan Expert Program Office

E-mail address: jp-expert@un.tsukuba.ac.jp