

出願の際は、必ず紙媒体の学生募集要項の冊子を手に入れて下さい。

ホームページからではダウンロードできない出願書類があります。

入手の方法は、本学ホームページ「情報理工学研究科 | 入試資料請求」のページ下部をご覧ください。

https://www.uec.ac.jp/admission/ie_graduate/request.htm
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For Applicants

Please be sure to get the paper-based leaflet of Application Guideline. **This PDF version does not contain the important documents.**

If you live abroad and not be able ~~to come to~~ ~~UEC campus~~ to get the leaflet, please contact to the Admission Office by e-mail.

open-camp@office.uec.ac.jp

**Graduate School of
Informatics and Engineering
Doctoral Program**

**Application Guideline
— English Translation Version —**

Standard Admission
Special Admission for Mid-Career Students

For April 2021 Enrollments
And October 2020 Enrollments



国立大学法人
電気通信大学
The University of Electro-Communications

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※本募集要項に記載の内容は、日本語版が優先となります。
※博士後期課程（一般入試、社会人入試）の実施に関して変更等が生じる場合は、速やかに本学ホームページ[<https://www.uec.ac.jp/>]等でお知らせします。
※共同サステナビリティ研究専攻は、別の募集要項をご覧ください。
本学に出願する場合は、情報理工学研究科のアドミッションポリシーも確認してください

※In case of any disagreement between the English translation and the original version in Japanese, the original version will prevail.

※If the information for the entrance exam is changed, it will be posted on the UEC website immediately. 【<https://www.uec.ac.jp/eng>】

※If you want to apply for Joint Doctoral Program for Sustainability Research, please confirm the Admission Information for the Program.

If you want to apply for UEC, please read the Admission Policy of the Graduate School of Informatics and Engineering also.

※In case of any disagreement between the English translation and the original version in Japanese, the original version will prevail.

Graduate School of the University of Electro-Communications Application Guideline for Doctoral Program Standard Admission and Special Admission for Mid-Career Students

I Application Guideline for April 2021 Enrollment (Examination in August and February)

1. Departments, Programs and Number of Admissions

Department	Program	Enrollment Capacity	Number of Admissions	
			August Exam	February Exam
Department of Informatics	Media Science and Engineering Management Science and Social Informatics Information Security Engineering	1 2	5 5	A few
Department of Computer and Network Engineering	Mathematical Information Science Computer Science Information and Communication Engineering Electronics and Information Engineering	1 7		A few
Department of Mechanical and Intelligent Systems Engineering	Measurement and Control Systems Advanced Robotics Mechanical Systems	1 1		A few
Department of Engineering Science	Electronic Engineering Optical Science and Engineering Applied Physics Chemistry and Biotechnology	1 5		A few
Joint Doctoral Program for Sustainability Research		4		2
Total		5 9	5 7	A few

※If you want to apply for Joint Doctoral Program for Sustainability Research, please confirm the Admission Information for the Program.

2. Eligibility

Standard Admission (including International Students)

Applicants must meet ONE of the following conditions (1) to (8).

If you intend to apply under the conditions (4) to (8), you are highly recommended to consult with the Admission Office before submitting your application form, due to the fact that these articles require the applicants' precise understanding and interpretation.

- (1) Those who hold, or are expected to receive a Master's or professional degree by March 31, 2021.
- (2) Those who hold, or are expected to receive a degree equivalent to a Master's or professional degree from schools outside of Japan by March 31, 2021.
- (3) Those who hold, or are expected to receive a degree equivalent to a Master's or professional degree by taking a correspondence program in Japan whereas the program is provided by a foreign school by March 31, 2021.
- (4) Those who hold, or are expected to receive a degree equivalent to a Master's or professional degree by March 31, 2021, through courses prescribed by the Ministry of Education, Culture, Sports, Science and Technology (MEXT) and offered at a foreign educational institution in Japan where the said institution is officially recognized by MEXT as a foreign educational institution that is accredited under the educational system in that country.
- (5) Those who hold, or are expected to receive a degree equivalent to a Master's degree by March 31, 2021, through courses offered by the United Nations University; which was founded under Paragraph 2, Article 1 of the Act on Special Measures Incidental to the Enforcement of the Agreement between the United Nations and Japan regarding the Headquarters of the United Nations University (Act No.72 of 1976).
- (6) Those who meet ALL of the following conditions (a) to (c); (a) who have taken courses of foreign schools, educational institutions authorized under the article (4) above, or the United Nations University; (b) who have passed or are expected to pass the examination and the screening stipulated in Article 16-2 of the Standards for the Establishment of Graduate School (Ministry Ordinance No.28 of 1974) by March 31, 2021; (c) and who are acknowledged by the Graduate School of Informatics and Engineering of the University of Electro-Communications to have an academic ability equivalent to a Master's degree.
- (7) Those who are acknowledged by the Graduate School of Informatics and Engineering of the University of Electro-Communications to have an academic ability equivalent to a Master's or professional degree (under Minister of Education, Culture, Sports, Science and Technology Public Notice No. 118, 1989).
 - * The specific requirement for this category is as follows.
Those who have experience in engaging in research activities for at least 2 years at a university, research institute, or other institution in Japan or abroad by March 31, 2021, following the graduation from a Japanese university, or completion of 16 years of education in a foreign country or correspondence courses offered by a foreign school, and those who have been acknowledged by the Graduate School of Informatics and Engineering to have an academic ability equivalent to Master's or professional degree, on the basis of research achievement (books, scholarly papers, academic lectures, patents, and work experience, etc.).
- (8) Those who are 24 years or older as of March 31, 2021 and passed the Eligibility Screening administered by the Graduate School of Informatics and Engineering of the University of Electro-Communications.
 - * This condition is applicable to those who do not fall under the eligibility conditions (1) to (7) above, and who have been acknowledged by the Graduate School of Informatics and Engineering to have an academic ability equivalent to Master's or professional degree, on the basis of research achievement (books, scholarly papers, academic lectures, patents, and work experience, etc.).

Special Admission for Mid-Career Students

Applicants must meet ONE of the conditions (1) to (8) above and also must have an experience of full-time working at industry, research institute, or the like for 2 years or more by the day of enrollment.

Those who intend to continue working after enrollment must obtain the consent of their employer.

[Eligibility Screening] (Standard Admission and Special Admission for Mid-Career Students)

Those who intend to apply for this Doctoral program based on one of the eligibility conditions from (6) to (8) above are subject to screening by the Admission Office prior to the acceptance of their applications. After consulting with Admission Office, please submit the prescribed forms to the Admission Office ~~in person or~~ by postal mail (simplified registered mail 【簡易書留郵便 *Kani-Kakitome yubin*】).

Office hour: 10:00 to 12:00 and 13:00 to 17:00, except on Saturdays, Sundays and holidays.

The specific forms will be provided when the applicants consult with the Admission Office in advance. Please consult well before the following deadline dates.

The results will be informed by post.

[Screening for the entrance exam in August]

Documents deadline: June 23, 2020 (Tue) (to be received by post by this deadline)

Notification of the results: July 17, 2020 (Fri)

[Screening for the entrance exam in February]

Documents deadline: November 17, 2020 (Tue) (to be received by post by this deadline)

Notification of the results: December 7, 2020 (Mon)

3. Application Process

Note: If you intend to apply from outside of Japan, you should consult with the Admission Office of UEC. Application through overseas postal service is not acceptable unless you have consulted with the Admission Office beforehand. If you are living outside of Japan, please contact your prospective supervisor or the Admission Office as to how to apply.

[How to Apply]

Please prepare all required application documents listed in p.5-7, and ~~submit them on site at the Admission Office of UEC or~~ send them by simplified registered mail 【簡易書留郵便 *Kani-Kakitome yubin*】 to the Admission Office. All documents for submission should be inserted and sent by an attached submission-envelope on the leaflet of this Application Guideline. Please be sure to remember that those documents must be arrived during the application period.

Incomplete documents will not be accepted. **Please prepare the application documents in Japanese or English. If the certificates are written in the other languages, please attach their Japanese or English translations with them.**

[Application Submission Period]

Entrance exam in August	From July 21 (Tue) to July 29, 2020 (Wed).
Entrance exam in February	From January 5 (Tue) to January 8, 2021 (Fri).

Submission hour: 10:00 to 11:30 and 13:30 to 17:00, except on Saturdays, Sundays and holidays.

Note: If you apply from abroad, please confirm how to apply with your prospective supervisor.

[Application Procedure for Persons with Disabilities]

Persons with disabilities who need special assistance when taking exam or attending courses after enrollment should consult with the Admission Office and must submit the specific forms that are available at the Admission Office as early as possible. Please fill out the forms and submit them ~~on site to the Admission Office by the following deadlines or~~ by simple registered mail 【簡易書留郵便 *Kani-Kakitome yubin*】).

Entrance exam in August	June 23, 2020 (Tue)
Entrance exam in February	November 17, 2020 (Tue)

(These deadlines may not be applied in emergencies.)

Office hour: 10:00 to 12:00 and 13:00 to 17:00, except on Saturdays, Sundays and holidays.

[Application Documents]

【Important Attention】 In the view of the effect of COVID-19, We decide to exclude score sheet of English Exam(TOEIC L&R,TOEFL,IELTS(Doctoral Course only) from submission documents.

This is a special measure only for this year.

Notes:

1. Documents marked with a circle (○) are attached to or inserted in the leaflet of this Application Guideline.
2. Documents marked with star (★) can be downloaded from the UEC website.
3. Application forms are provided only in Japanese, however you can write either in Japanese or English.
- 4. The copies of certificates will not be accepted.**

1	○Admission Application Form (入学志願票 <i>Nyugaku-shigan-hyo</i>)	1. Write necessary information clearly in the attached form. Use the pink one for the April enrollment and the green one for the October enrollment.
2	○Admission Exam Card (受験票 <i>Juken-hyo</i>)	2. & 3. Attach the photos of the applicant on both the Exam Admission Card and the Photo Card. The photo should be a close-up of his/her face, facing forward and looking straight without a hat. Also, it should be taken within the last 3 months. (size: 4cm x 3cm.) Black-and-white photos are acceptable. Note: Photos taken with a digital camera, etc. and printed on plain paper (copy paper) will not be accepted. 4. See item 7, “Payment Slip (Exam fee)”.
3	○Photo Card (写真票 <i>Shasin-hyo</i>)	
4	○Form for attaching the receipt of payment for the exam fee by bank transfer (振替払込受付証明書貼付用紙 <i>Furikae-haraikomi-uketsuke-shomeisho-haritsuke-yoshi</i>)	
5	Transcripts	Transcripts of <u>undergraduate programs and graduate programs</u> issued by universities, colleges or graduate institutes etc. you attended. They should include the grade reports of all the years you attended these institutions.
6	Certificates of Graduation (or expected graduation)	Certificates of graduation (or expected graduation) of the master’s program etc. of university, college, or graduate institute etc. you attended. * Those who graduated from an educational institution abroad and it is difficult to submit a certificate of graduation, submit a copy of your master’s degree certificate/diploma. <u>Only a photocopy with an affixed official seal of the institution will be accepted.</u> If you do not have such a photocopy, please consult with the Admission Office. * Those who are expected to graduate from a school or university abroad and it is difficult to submit a certification of the expected graduation, please consult with the Admission Office prior to submitting the application documents.

7	<p>○Payment Slip (Exam fee) (払込取扱票 <i>Harai-komi-toriatsukai-hyo</i>)</p>	<p>Please pay the exam fee (¥30,000) at service counter of a postal office, bank, or other financial institution using the attached Payment Slip (Transfer Notice).</p> <p>Transfer fee shall be borne by the applicant.</p> <p>After making the bank transfer, attach “the receipt of payment for the exam fee by bank transfer” (the right side of the Payment Slip), which shall be stamped properly by the financial service counter, to the “Form for attaching the receipt of payment for the exam fee by bank transfer” (item No.4).</p> <p>Please pay the exam fee (¥30,000) at service counter of a postal office, bank, or other financial institution using the attached Payment Slip (Transfer Notice).</p> <p>Transfer fee shall be borne by the applicant.</p> <p>After making the bank transfer, attach “the receipt of payment for the exam fee by bank transfer” (the right side of the Payment Slip), which shall be stamped properly by the financial service counter, to the “Form for attaching the receipt of payment for the exam fee by bank transfer” (item No.4).</p> <p>Notes:</p> <p>1. <u>If you apply from abroad, please consult with your prospective supervisor before paying the fee. This Payment Slip is valid only in Japan.</u></p> <p>Those who are expected to graduate from the Master’s program of UEC Graduate School or who are currently Japanese Government (<i>Monbukagakusyo</i>, MEXT) Scholarship students <u>do not need to pay the exam fee.</u> Japanese Government (Monbukagakusyo, MEXT) Scholarship students are required to submit a certificate of his/her status as the scholarship students.</p>
8	<p>○★Summary of Master’s thesis or Master’s research (修士論文・修士研究の概要 <i>Shushi-ronbun/shushi-kenkyu-no-gaiyo</i>)</p>	<p>Use the prescribed form to submit a summary of the master’s thesis of applicants who have already completed a master’s program, or a summary of the master’s research of applicants who are expected to complete a master’s program.</p> <p>Submit approximately 2000 letters in Japanese (500 words in English). You may print the summary on a proper sized sheet of paper using word processing software, then paste it on the prescribed form.</p>
9	<p>○Envelope for Sending the Admission Exam Card</p>	<p>Write the address in Japan clearly where you want to receive admission exam card on the brown envelope attached to the leaflet of this Application Guideline, and paste the ¥374 Japanese postal stamps on it.</p> <p>If you apply from abroad, please consult with your prospective supervisor.</p>
10	<p>○Name and Address Slip (あて名票 <i>Atena-hyo</i>)</p>	<p>Write an address in Japan clearly where you want to receive the acceptance notice and relevant documents from UEC.</p> <p>If you apply from abroad, please consult with your prospective supervisor.</p>
11	<p>Others</p>	<p>1. Any applicants who are living in Japan and do not have Japanese nationality must submit a residence record (住民票 <i>Jumin-hyo</i>) issued by the municipal office where the applicants have registered their residency. The residence record must contain the applicants’ visa</p>

		<p>status, permitted period to stay in Japan, and nationality.</p> <p>If you are not registered as a resident in Japan, you need to submit a copy of your passport page that shows your photo, name, date of birth and sex.</p> <p>※ONLY those who submit the application documents at the Admission Office on site, a residence card (在留カード <i>Zairyu</i> card) is also acceptable instead of a residence record or passport. Please show us your residence card when you submit the documents.</p> <p>2. If you are currently enrolled in another graduate school (excluding those who are expected to complete their course of study by March 2021), a withdrawal certificate is required to be submitted to us at the time of enrollment.</p>
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Applicants for Special Admission for Mid-Career Students must submit the following documents in addition to the documents listed above.

1	<p>○★Research Achievement List, etc. (研究業績一覧 <i>Kenkyu-gyoseki-ichiran</i>)</p>	<p>Use the prescribed form.</p> <p>If you have a document summarizing your research achievements (any format is acceptable, but the paper size must be A4), please attach it to this form.</p>
2	<p>○★Research Plan (研究計画書 <i>Kenkyu-keikaku-sho</i>)</p>	<p>Use the prescribed form.</p> <p>You may print the plan on a proper sized sheet of paper using word processing software, then paste it on the prescribed form.</p>
3	<p>○★Enrollment Approval Form (就学承諾書 <i>Shugaku-shodaku-sho</i>)</p>	<p>If you intend to continue working after enrolling in the doctoral course, submit this prescribed approval seal and signature by the authorized person of your work place.</p>

4. Exam Procedures

Standard Admission (including International Students)

Applicants shall be selected on the basis of a comprehensive evaluation of an English test, an oral examination and the application documents.

Oral Examination	The oral examination is based on the applicant's academic expertise and Master's study, academic plan for Doctoral program, etc. International students will also be evaluated on Japanese language proficiency. For details of the exam, please contact your prospective supervisor at UEC.
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Special Admission for Mid-Career Students

Applicants are screened on the basis of a comprehensive evaluation of the oral examination and the application documents.

Oral Examination	The oral examination is based on the applicant's academic expertise, past studies the applicants did, research plan, publications and academic achievements, etc. International students will also be evaluated on Japanese language proficiency. For details of the exam, please contact your prospective supervisor at UEC.
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5. Exam Schedule

[Entrance exam in August]

Department	Standard Admission	Special Admission for Mid-Career Students
	Oral Examination	Oral Examination
Dept. of Informatics	August 20, 2020 (Thu) 13:30~	August 20, 2020 (Thu) 13:30~
Dept. of Computer and Network Engineering	August 20, 2020 (Thu) 10:00~	August 20, 2020 (Thu) 10:00~
Dept. of Mechanical and Intelligent Systems Engineering	August 20, 2020 (Thu) 09:30~	August 20, 2020 (Thu) 09:30~
Dept. of Engineering Science	August 20, 2020 (Thu) 13:30~	August 20, 2020 (Thu) 13:30~

[Entrance exam in February]

All departments: February 1, 2021 (Mon) 10:00~ Oral Examination.

6. Exam Location

All examinations will take place on UEC campus.

7. Announcement of Successful Applicants

Successful applicants' Examinee's number will be posted on the bulletin board on campus. Also, acceptance notices will be sent by post to successful applicants.

[Entrance exam in August] September 11, 2020 (Fri) 10:00

[Entrance exam in February] February 26, 2021 (Fri) 10:00

Successful applicants' Examinee's number will also be posted on the UEC website. However, the official results are those posted on the campus bulletin board.

Note: Graduate School of Informatics and Engineering will not accept telephone or e-mail inquiries regarding the examination results.

8. Notes

- (1) Before submitting your application, be sure to contact your prospective supervisor at UEC to discuss your research plan and receive his/her advice. Please search the following URL for the contact information for a prospective supervisor.

The list of faculty members of each department of the Graduate School of Informatics and Engineering:

https://www.uec.ac.jp/department/ie_graduate/faculty_member.html

- (2) Upon receipt of the application documents, we will send you the Admission Exam Card and the Examinee Information. Please contact the Admission Office if they are not delivered to you by following dates.

[August entrance exam] August 13, 2020 (Thu).

[February entrance exam] January 25, 2021 (Mon).

- (3) Please note that the examination fee is not refundable once your application is accepted. However, you can request a refund under the following conditions.
1. You paid the fee but you did not submit the application.
 2. You submitted an application but it was not accepted because of incomplete documents or some other reasons.
 3. You accidentally made a double payment of the fee.
- Note:** The applicants need to bear the bank transfer fee for the process of refunding the exam fee. For details about the procedure for the refund, contact the Payment Section of the Financial and Accounting Office (Tel: 042-443-5040).
- (4) If any invalid or false information is found in the application documents, permission for enrollment may be withdrawn.

9. Enrollment Procedures

[Date and Location of Admission Procedures]

All enrollment procedures will take place at the UEC campus on the following date.
March 26 (Fri), and March 27, 2021 (Sat)

[Documents for Enrollment Procedures]

Documents of detailed instructions for the enrollment procedures will be mailed to each successful applicant late in February 2021. Those documents contain forms necessary to carry out the enrollment process and it will be mailed to the address written in your application form.

[Enrollment Procedures]

The forms for the enrollment process can be hand delivered to the Admission Office in person (delivery by an agent is acceptable). Your Admission Exam Card is required for the procedures, so keep the card until the day of admission procedures.

[Contact to the Admission Office]

In the case of the following circumstances, contact the Admission Section for the Graduate School as its phone number and e-mail address are shown below.

- When your address or telephone number is changed before the day of enrollment procedures.
- If you have any questions or comments about the enrollment procedures.

Admission Section for the Graduate School: Tel 042-443-5102
open-camp@office.uec.ac.jp

[Enrollment Fee and Tuition]

Doctoral Program

Enrollment fee: ¥282,000

Tuition (First semester): ¥267,900 (Second semester): ¥267,900

Notes:

1. The second semester tuition can be paid with the first semester tuition upon your request.
2. The enrollment fee and the tuition are subject to be revised. If the tuition is revised while you are enrolled, the revised tuition will be charged from the time of the revision.
3. The enrollment fee is not refundable.
4. Japanese Government (*Monbukagakusho*, MEXT) Scholarship students do not need to pay the enrollment fee and the tuition.

10. Handling of Personal Information

Personal information of the entrance examination and the application documents are used only for the entrance examinations, student support and preparation for accepting students.

II Application Guideline for October 2020 Enrollment

The October 2020 enrollment will be made based on the selection in the August exam. The details such as schedule, procedure, etc. are same as the application guidelines for the April 2021 enrollments except for the items listed below.

1. Number of Admissions

Department	Number of Admissions
Dept. of Informatics	A few
Dept. of Computer and Network Engineering	A few
Dept. of Mechanical and Intelligent Systems Engineering	A few
Dept. of Engineering Science	A few

2. Eligibility

Eligibility is same as the Application Guideline for the April 2021 Enrollments (p.2-3). However, “March 31, 2021” should be read as “September 30, 2020”.

Those who apply for the eligibility (6) – (8) should take the Eligibility Screening before applying for the entrance examination. For the detail, please confirm P.3.

3. Enrollment Procedures

[Date of Enrollment Procedures]

All departments: September 24, 2020 (Thu)

[Documents for Enrollment Procedures]

The instruction for enrollment procedures will be mailed to each successful applicant with the announcement of the successful applicants.