

Graduate School of Software and Information Science
Iwate Prefectural University
Master's Program

Application Guidelines for International Students

2024 School Year

(October 2024 Admission)

2025 School Year

(1st Application Period / 2nd Application Period)

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Admission Policy for the Graduate School of Software and Information Science

Admission Policies

The Graduate School of Software and Information Science accepts students who are interested in and passionate about information technology, and who have the following knowledge, skills, abilities, sense of purpose, and motivation.

1. Those who can understand the various impacts and effects of information technology on people and society.
2. Those who have intellectual inquisitiveness and imagination, and can study and use knowledge and skills related to information technology.
3. Those who can identify their own aptitude and skills, and work independently and systematically on a study and research.
4. Those who can express their own opinions clearly, and discuss with considering the opinions of others..

Diploma Policies (Degree Awarding Policies)

The Graduate School of Software and Information Science aims to nurture people who can plan, design, develop, maintain, and operate information techniques and systems from the user's point of view with a sense of responsibility and ethics, and who have originality that can be used in an international society and flexibility to cope with rapid social changes. We confer a Master's Degree in Software and Information Science to those who fulfill the requirements for completion as stipulated in the University's academic regulations, deeming them to have the following abilities.

DP1: Those who are passionate about the field of information technology, can accurately identify their own aptitude and skills, and continue their studies and research systematically with high motivation.

DP2: Those who can make a right judgement of its various impacts and effects on people and society, and feel the responsibility as a technical expert and researcher.

DP3: Those who can discover issues on information technology and systems from a user's perspective, pave the way to appropriate methods to solve them, and hold the skills to resolve them.

DP4: Those who can apply scientific attainments in their specialized field and broad knowledge and skills in information technology and systems to solve problems by planning, designing, developing, maintaining, and operating various schemes and systems from an international perspective of a scientist and an engineer.

DP5: Those who can clearly express their own opinions from a scientist's and an engineer's viewpoint, and conduct logical discussions with considering the opinions of others.

This English text is for reference purposes and the Japanese text is the original. In the event of discrepancy between the English version and the Japanese version of the text, the Japanese-language version shall prevail.

I. Admission Quota and Enrollment Period

Master's Program, Major in Software and Information Science, Graduate School of Software and Information Science

Category	Number of Students to be Admitted	Enrollment Period
October 2024 Admission	A few	October 2024
1 st Application Period	40 (including recommended applicants, mid-career applicants, and international students)	April 2025 or October 2025 (choice of applicant)
2 nd Application Period	Details will be posted on the university's website in the middle of this November in accordance with the results of the 1 st application period.	April 2025 or October 2025 (choice of applicant)

II. Application Eligibility

1. Eligibility

Applicants with non-Japanese nationality (excluding permanent residents of Japan) must fulfill one of the following requirements (1) to (9), as well as requirement (10).

- (1) Have graduated from a university as defined in Article 83 of the School Education Act (Act No. 26 of 1947), or be expected to graduate from such a university by the end of March 2025 (or by the end of September 2024 for those who wish to enroll in October 2024; or by the end of September 2025 for those who wish to enroll in October 2025).
- (2) Have received a bachelor's degree as stipulated by the School Education Act (Article 104, Clause 7), or be expected to receive such a degree by the end of March 2025 (or by the end of September 2024 for those who wish to enroll in October 2024; or by the end of September 2025 for those who wish to enroll in October 2025).
- (3) Have completed 16 years of school education outside of Japan, or be expected to complete such school education by the end of March 2025 (or by the end of September 2024 for those who wish to enroll in October 2024; or by the end of September 2025 for those who wish to enroll in October 2025).
- (4) Have completed a 16-year course of study provided via correspondence by an overseas school for study in Japan, or be expected to complete such a course by the end of March 2025 (or by the end of September 2024 for those who wish to enroll in October 2024; or by the end of September 2025 for those who wish to enroll in October 2025).
- (5) Have completed a program at an educational facility in Japan, designated separately by the Minister of Education, Culture, Sports, Science and Technology, that provides courses of a foreign university within the school education system of that foreign country, or be expected to complete such a program by the end of March 2025 (or by the end of September 2024 for those who wish to enroll in October 2024; or by the end of September 2025 for those who wish to enroll in October 2025). (This applies solely to those who have completed 16 years of school education in the said foreign country.)
- (6) Have received a degree corresponding to bachelor's degree by a foreign university or an educational facility in foreign country after completed educational program, including a corresponding course, more than 3 years at the school. The educational facility has to be recognized as a school equivalent to university by local government or institutions concerned and designated by the Minister of Education, Culture, Sports, Science and Technology, or expected to receive the degree by March, 2025 (or by the end of September 2024 for those who wish to enroll in October 2024; or by the end of September 2025 for those who wish to enroll in October 2025).
- (7) Have completed a specialized course specifically designated by the Minister of Education, Culture, Sports, Science and Technology at a vocational school (whose minimum period required for graduation is four years or longer, and which also satisfies other conditions specified by the said Minister) on or after the date designated by the said Minister, or be expected to

complete such a course by the end of March 2025 (or by the end of September 2024 for those wish to enroll in October 2024; or by the end of September 2025 for those wish to enroll in October 2025).

(8) Be designated by the Minister of Education, Culture, Sports, Science and Technology (The Ministry of Education, Science, Sports and Culture, Notification No. 5, 1953)

(9) Satisfy one of the conditions below and be approved by the Graduate School through screening as having acquired the credits prescribed by the Graduate School with excellent academic results.

- i . Have completed 15 years of school education outside of Japan, or be expected to complete such school education by the end of March 2025 (or by the end of September 2024 for those who wish to enroll in October 2024; or by the end of September 2025 for those who wish to enroll in October 2025).
- ii . Have completed a 15-year course of study provided via correspondence by an overseas school for study in Japan, or be expected to complete such a course by the end of March 2025 (or by the end of September 2024 for those who wish to enroll in October 2024; or by the end of September 2025 for those who wish to enroll in October 2025).
- iii . Have completed a program at an educational facility in Japan, designated separately by the Minister of Education, Culture, Sports, Science and Technology, that provides courses of a foreign university within the school education system of that foreign country, or be expected to complete such a program by the end of March 2025 (or by the end of September 2024 for those who wish to enroll in October 2024; or by the end of September 2025 for those who wish to enroll in October 2025). (This applies solely to those who have completed 15 years of school education in said foreign country.)

(10) Satisfy one or more of the conditions below.

- i . Have passed “N2” or higher of the Japanese Language Proficiency Test (administered by Japan Educational Exchanges and Services and the Japan Foundation) within the five years prior to the second last day of the application period.
- ii . Have obtained the target score or higher on the English proficiency tests designated by the Graduate School.

Test	Target Scores
TOEFL	(iBT) 50 or higher
TOEIC	480 or higher

- Applicants are required to have taken one of the English proficiency tests within **the two years prior to** the second last day of the application period.
- For other qualifications, please contact the Entrance Examination Group at the Education Support Division.

iii . Have permanent resident status in a country where English is an official language.

2. Applicants Who Need Screening for Application Eligibility

Those who fall under category (9) in “1. Eligibility” in section II on page 3 are required to undergo screening for application eligibility in advance. The screening criteria are described below. However, they are not necessary for graduates of a university of a foreign country that implements a 15-year school curriculum. For more details, please see “III. Screening for Application Eligibility” on page 4.

(1) Applicants are required to have attended university for three years by the end of March 2025 (or by the end of September 2024 for those who wish to enroll in October 2024; or by the end of September 2025 for those who wish to enroll in October 2025).

Leaves of absence from university shall not be counted in the period of attendance.

(2) Applicants must satisfy one of the requirements below.

- i . For October 2024 Enrollment, applicants are required to have completed subjects corresponding to the compulsory technical subjects (including compulsory elective subjects) that are offered by the Faculty of Software and Information Science, Iwate Prefectural University in its first three academic years by the end of March 2024, and have deficit grade

points of two or less in total.

For April 2025 Enrollment and October 2025 Enrollment, applicants are required to have completed subjects corresponding to the compulsory technical subjects (including compulsory elective subjects) that are offered by the Faculty of Software and Information Science, Iwate Prefectural University in its first two academic years by the end of March 2024 for Entrance Examination in July 2024 (or in its first term of the third academic year by the end of September 2024 for Entrance Examination in February 2025), and have deficit grade point of two or less in total.

The calculation method for deficit grade points: zero (0) for a Grade A or higher, one (1) for a Grade B, and two (2) for a Grade C (i.e., pass).

- ii. For October 2024 Enrollment, you are required to have completed subjects corresponding to the compulsory technical subjects (including compulsory elective subjects) that are offered by the Faculty of Software and Information Science, Iwate Prefectural University in its first three academic years by the end of March 2024 with excellent grades, and have a research accomplishment equivalent to a graduation thesis.

For April 2025 Enrollment and October 2025 Enrollment, you are required to have completed subjects corresponding to the compulsory technical subjects (including compulsory elective subjects) that are offered by the Faculty of Software and Information Science, Iwate Prefectural University in its first two academic years by the end of March 2024 for Entrance Examination in July 2024 (or in its first term of the third academic year by the end of September 2024 for the Entrance Examination in February 2025), with excellent grades, and have a research accomplishment equivalent to a graduation thesis.

****Important notice****

- If a successful applicant is found to have failed to satisfy the criterion (1) (regarding the period of attendance), the admission will be revoked, even after enrollment.
- Successful applicants who have passed through the eligibility screening are admitted to the Graduate School without graduating from the faculty they had attended. This means that they are not able to obtain undergraduate status. Accordingly, they are not eligible to take certification examinations that require the status of a university graduate.

3. Pre-application Consultation

Applicants are **required** to contact a prospective supervisor from whom they wish to receive academic instruction after enrollment. Please enter the details of the consultation on your Research Plan (Form B). The Form must carry the signature and/or bear the seal of the supervisor, or have attached communication records (e.g., photocopies of fax transmissions, hard copies of e-mail messages, and the like) as proof of pre-consultation.

Contact:

Entrance Examination Group, Education Support Division, Iwate Prefectural University 152-52 Sugo, Takizawa, Iwate 020-0693, Japan Tel: 019-694-2014

Note: Inquiries by telephone are available only in Japanese.

Should you wish to make an inquiry in English, please send us an e-mail at ipu-nyushi@ml.iwate-pu.ac.jp.

III. Screening for Application Eligibility

Applicants falling under category (9) in “1. Eligibility” in section II on page 3 are required to undergo screening for application eligibility in advance. Please submit the following materials by post. **Please write in red, “Materials for Application Eligibility Screening Enclosed: Master’s Program, Graduate School of Software and Information Science” on the front cover of the envelope** and send by **registered express mail** if applying from within Japan or by **Express Mail Service (EMS)** if applying from outside of Japan.

1. Materials to be submitted

- ① Request Form for Application Eligibility Screening (University-prescribed form)
- ② Form A: Curriculum Vitae (University-prescribed form)
- ③ Academic Transcript (Prescribed form of your educational institute)
- ④ Form B: Research Plan (University-prescribed form)
- ⑤ Form C: Achievement Record (University-prescribed form)
- ⑥ Certificate of Completion (or expected completion) (Prescribed form of your educational institute)
- ⑦ Certificate of Enrollment (for the period of attendance) (Prescribed form of your educational institute)
- ⑧ A research accomplishment equivalent to a graduation thesis (For applicants falling under category (2) ii. in “2. Applicants Who Need Screening for Application Eligibility” in section II on page 4.)
- ⑨ A copy of JLPT Certificate of Result and Scores that shows you have obtained Japanese Language Proficiency Level N2 or higher, a copy of a certificate of results on English proficiency tests designated by the Graduate School, or a photocopy of your passport (excluding permanent residents of Japan)
- ⑩ (For applicants residing in Japan) A self-addressed envelope (Type No. 2) with the applicant’s address written on the front cover. (Affix the necessary amount of postage.)
- ⑪ (For applicants residing overseas) International Reply Coupon (IRC)

[Number of coupons needed] As of April 2024

Region	Asia	Oceania, Canada, Central America, Middle East, and Europe	South America, and Africa	America (included oversea possessions)
Number of coupons needed	12	20	23	25
Fee	1,900 yen	3,150 yen	3,600 yen	3,900 yen

Note: If you wish to enclose Japanese postage stamps instead of International Reply Coupons, please make sure that the value of the stamps is equivalent to the relevant amount described above.

Important notice

- Documents written in a language other than English must be accompanied by a Japanese or English translation. The applicant’s own translation is acceptable. Translated documents should bear the signature of the translator and his/her contact details (e-mail address and telephone number).

2. Submission Period

(1) Submission period

- **October 2024 Admission / 1st Application Period: from Thursday, May 30, 2024 to Monday, June 3, 2024**

(No later than 4:00 p.m. on Monday, June 3, 2024)

- **2nd Application Period: from Friday, December 6, 2024 to Tuesday, December 10, 2024**

(No later than 4:00 p.m. on Tuesday, December 10, 2024)

(Applications received after the deadline will not be accepted. Please be sure to submit the necessary materials well in advance of the deadline.)

However, if there is a postmark (up to Saturday, June 1s for October 2024 Admission and the 1st Application Period, or Sunday, December 8 for the 2nd Application Period) and it was sent by registered express mail from within Japan, submissions that arrive after 4:00 p.m. on the last day of the submission period will still be accepted.

(2) Notification of Results

Along with the submitted materials, the result of the Screening for Application Eligibility will be sent to applicants by post on the following dates.

- **October 2024 Admission / 1st Application Period: Monday, June 10, 2024**
- **2nd Application Period: Wednesday, December 18, 2024**

Successful applicants are required to complete the application procedure within the prescribed period.

Submit to:

Entrance Examination Group, Education Support Division, Iwate Prefectural University 152-52 Sugo, Takizawa, Iwate 020-0693, Japan Tel: 019-694-2014

Note: Enquiries by telephone are available only in Japanese.

Should you wish to make an enquiry in English, please send us an e-mail at ipu-nyushi@ml.iwate-pu.ac.jp. The subject should start with [Graduate School].

IV. Application Procedure

1. Outline and Flow

You need to apply for the university application <u>online</u> . Please confirm the flow how to register and how to pay admission fee in “Internet Application Flow.” on the website, and also prepare all required documents.	
① Prepare the Documents	Please start your preparation early, and ensure that you have all of them in hand before applying.
② Registration Period (Due date for payment of the Application fee)	<ul style="list-style-type: none"> • October 2024 Admission / 1st Application Period: <u>from Monday, June 10, 2024 to Thursday, June 27, 2024</u> • 2nd Application Period: <u>from Monday, January 6, 2025 to Wednesday, January 22, 2025</u> <p>* Please <u>pay 30,000 yen</u> during this period. An application fee once remitted will not be reimbursed for any reason, except for the following.</p> <ul style="list-style-type: none"> (a) You paid the fee but did not submit an application. (b) You paid the fee but your application documents were not accepted. (c) You accidentally paid the fee twice. <p>If you fall under any of the above conditions from (a) – (c), please contact the Entrance Examination Group at the Education Support Division (Tel. 019-694-2014). The Payment Receipt should be retained as they may be required for any refund processes.</p>
③ Application Period (Due date for submission)	<ul style="list-style-type: none"> • October 2024 Admission / 1st Application Period: <u>from Monday, June 24, 2024 to Thursday, June 27, 2024</u> (No later than 4:00 p.m. on Thursday, June 27, 2024) • 2nd Application Period: <u>from Monday, January 20, 2025 to Wednesday, January 22, 2025</u> (No later than 4:00 p.m. on Wednesday, January 22, 2025)
④ Examination Dates	<ul style="list-style-type: none"> • October 2024 Admission / 1st Application Period: <u>Saturday, July 13, 2024</u> • 2nd Application Period: <u>Tuesday, February 18, 2025</u>
⑤ Announcement of the Result	<ul style="list-style-type: none"> • October 2024 Admission / 1st Application Period: at 1:00 p.m. on Wednesday, July 24, 2024 (projected) • 2nd Application Period: at 1:00 p.m. on Thursday, February 27, 2025 (projected)
⑥ Enrollment Procedure	<ul style="list-style-type: none"> • October 2024 Admission from Wednesday, July 31, 2024 to Monday, August 5, 2024 • 1st Application Period (April 2025 Admission) from Wednesday, October 2, 2024 to Thursday, October 10, 2024 • 1st Application Period (October 2025 Admission) from Monday, March 3, 2025 to Friday, March 7, 2025 • 2nd Application Period from Monday, March 3, 2025 to Friday, March 7, 2025

2. Application Period

- **October 2024 Admission / 1st Application Period: from Monday, June 24, 2024 to Thursday, June 27, 2024**

(No later than 4:00 p.m. on Thursday, June 27, 2024)

- **2nd Application Period: from Monday, January 20, 2025 to Wednesday, January 22, 2025**

(No later than 4:00 p.m. on Wednesday, January 22, 2025)

Note: Applications received after the deadline will not be accepted. Please make sure to submit the application documents well in advance of the deadline.

However, if there is a postmark (up to Tuesday, June 25 for October 2024 Admission and the 1st Application Period, or Monday, January 20 for the 2nd Application Period) and it was sent by registered express mail from within Japan, submissions that arrive after 4:00 p.m. on the last day of the submission period will still be accepted.

3. How to Apply

- Please send the printed "Admission Application Form" and other required documents (certificates, etc.) by registered mail or express mail so that they will be delivered by the deadline.

4. Preparation for Internet Application

System Environments	1. Prepare the device				
	<table><tr><th>[Recommended browser for PC]</th><th>[Recommended OSs for smartphone and tablet]</th></tr><tr><td><ul style="list-style-type: none">• Microsoft Edge Latest edition• Google Chrome Latest edition• Mozilla Firefox Latest edition• Apple Safari Latest edition</td><td><ul style="list-style-type: none">• iOS 12 and later versions• Android 8 and later versions• iPad OS 13 and later versions</td></tr></table>	[Recommended browser for PC]	[Recommended OSs for smartphone and tablet]	<ul style="list-style-type: none">• Microsoft Edge Latest edition• Google Chrome Latest edition• Mozilla Firefox Latest edition• Apple Safari Latest edition	<ul style="list-style-type: none">• iOS 12 and later versions• Android 8 and later versions• iPad OS 13 and later versions
	[Recommended browser for PC]	[Recommended OSs for smartphone and tablet]			
	<ul style="list-style-type: none">• Microsoft Edge Latest edition• Google Chrome Latest edition• Mozilla Firefox Latest edition• Apple Safari Latest edition	<ul style="list-style-type: none">• iOS 12 and later versions• Android 8 and later versions• iPad OS 13 and later versions			
	<ul style="list-style-type: none">* The default browser for each OS is the recommended.* If the display gets corrupted on your using browser, please confirm on some other browser.* The printing function is necessary.				
2. Email address					
<p>Please be ready to provide your email address when you start your online registration for application.</p> <p>We recommend that you use an email address that can be used with a computer in order to print out the application form.</p> <p>Also, please check your email setting so that you receive emails from the following domain: @e-apply.jp</p> <p>You will receive e-mails at least 4 times bellow.</p> <ul style="list-style-type: none">i) Test mail during the registration process.ii) Automatic transmission mail after the completion of the registration.iii) Automatic transmission mail after the completion of the payment.iv) The mail noticing that the Examination admission card is printable. <p>* Please do not change your E-mail address until the end of the examination.</p>					
ID Photo Data	<p>Please prepare the data of ID photo of you facing forward, upper half of the body, a plain background, and with no hat, taken within three months prior to application. The data format jpeg, jpg, png, bmp can be uploaded.</p> <p>[Examples of unacceptable photos]</p> <p>unclear, dark background, facing sideways, too much makeup or too long bangs to identify, multiple people in the photo, exclusively retouched, retaken photo of developed picture, etc.</p>				
Other Required Documents	Please prepare all necessary documents according to 7. Application Documents				
Print Environment	<p>The documents which can be output from Internet Application website must be printed on A4-sized paper in color.</p> <p>It is necessary to prepare a color printer and printing sheets</p> <p>Printing at public facilities or convenience store will be acceptable if condition permits.</p> <p>*Please take plenty of precaution when dealing with sensitive personal information.</p>				

5. Registration for Internet Application Website

- Applicants need to register on Internet Application website screen. (<https://e-apply.jp/ds/iwate-pu-gs/>)
- Please check “Internet Application Flow” for more details.

6. How to Pay the Application Fee

(1) Credit card payment

You can select this method and make a payment when registering the application information.

[Credit Cards Accepted]

VISA, Master, JCB, AMERICAN EXPRESS, MUFG Card, DC Card, UFJ Card, and NICOS Card

(2) Online Banking*

After registering your application information, you will be redirected to another page of each financial institution from your current page. Please follow the instructions on the screen to make the payment.

For online payment, your bank account for settlement requires an online banking service agreement.

(3) Payment at convenience store*

Payment number is necessary. The number will be available after you register the application information. The Payment is acceptable at cash register or convenience store terminal.

(4) Pay-easy compatible ATM*

Payment number is necessary. The number will be available after you register the application information. Please keep that number and make payment by following the instructions at Pay-easy compatible ATMs.

* (2),(3),(4) are limited for residents of Japan.

7. Application Documents

	Application Document	Outline
①	Application Form for Admission	<ul style="list-style-type: none">• Please print out on A4-sized paper in color.• This document will be printable after the registration and payment are completed.* Please enter the all the required information on the registration page.
②	Photo Card	<ul style="list-style-type: none">• Please print out on A4-sized paper in color.• This document will be printable after the registration and payment are completed.* It is recommended to use INK-JET glossy paper or matte one for clear printing.
③	Form A: Curriculum Vitae	<ul style="list-style-type: none">• Please fill in all necessary items with the required information.
④	Academic Transcript	<ul style="list-style-type: none">• An academic transcript, which meets the eligibility stipulations, must be prepared by the President (Dean) of the university or the Principal of the educational institute from which you have graduated or are expected to graduate.If you fall under category (2) in “1. Eligibility” in section II, please submit an academic transcript issued by the technical college or educational institution.Applicants who have had credits transferred from another school that appear on the said transcript must submit an academic transcript issued by the said school as well.* Photocopy is acceptable if it is impossible to get plural pieces of your certificate.
⑤	Form B: Research Plan	<ul style="list-style-type: none">• Please fill in all necessary items with the required information.• Please enter the details of your pre-consultation with a prospective supervisor from whom you wish to receive academic instruction. This form must carry the signature and/or bear the seal of the said supervisor, or have attached proof of the pre-consultation (e.g., photocopies of fax transmissions, hard copies of e-mail messages, and the like).
⑥	Form C: Achievement Record	<ul style="list-style-type: none">• Please fill in all necessary items with the required information.• Please submit this document even if without particulars to be stated.• The writable number of achievements should be within (the capacity of) the table.• For certifications, applicants must submit the photocopies of passing certificate.For academic conference presentations, submit manuscripts of the presentation.For self-developed software, submit anything (in any format) that will show your software’s features and functions.As for awards, submit proof via testimonials, etc.

⑦	Certificate of Graduation (or Completion) or Certificate of Expected Graduation (or Expected Completion)	<ul style="list-style-type: none"> • Please submit a certificate issued by the educational institute from which you have graduated, in its prescribed form (the day, month and year of admission must be included). • If you are expected to graduate, this document should be issued within 3 months prior to application. <p>* Photocopy is acceptable if it is impossible to get plural pieces of your certificate.</p>
⑧	Certificate of Bachelor's Degree Conferment (or Expected Bachelor's Degree), etc.	<ul style="list-style-type: none"> • This must be submitted if you fall under category (2) in “1. Eligibility” in section II. • Please submit a certificate of bachelor's degree conferment (or expected bachelor's degree) issued by the National Institution for Academic Degrees and University Evaluation, or a certificate of application for bachelor's degree conferment (or expected bachelor's degree) issued by the President of the relevant junior college or college of technology.
⑨	Certificate of Issuance of Teacher's License	<ul style="list-style-type: none"> • Please submit only if you fall under category (8) in “1. Eligibility” in section II and hold a teacher's license that meets the eligibility stipulations.
⑩	Photocopy of Residence Certificate	<ul style="list-style-type: none"> • Submit a photocopy of a document that shows a description of your residential status. (Copy of both sides of your residence card). • If you reside outside of Japan, please submit a photocopy of the page of your passport showing your identity, an abstract of the family register officially issued by your home country, or a certificate of citizenship or equivalent document officially issued by your home country
⑪	Certificate of Enrollment (period of attendance)	<ul style="list-style-type: none"> • Please submit if you fall under category (9) in “1. Eligibility” in section II. • Please submit a certificate that was issued within three months of application.
⑫	JLPT Certificate of Result and Scores that shows you have obtained Japanese Language Proficiency Level N2 or higher; or a certificate of test results of an English proficiency test designated by the Graduate School; or a photocopy of your passport	<ul style="list-style-type: none"> • Applicants who do not have Japanese nationality or permanent resident status in Japan (See “1. Eligibility” in section II for details) are required to submit one of the items listed in the left box. • If you wish to submit a test result of English proficiency tests, you should submit a copy of a score report (i.e., Examinee Score Report for TOEFL or Official Score Certificate for TOEIC). • If you have permanent resident status in a country where English is an official language, please submit a photocopy of the page of your passport showing your identity.
⑬	Envelope	<p>Please use envelope that accommodates A4-size documents. Japanese Kaku2 size envelope (240mm × 332mm) is recommended.</p>
⑭	Addressed Envelope Sheet	<ul style="list-style-type: none"> • Please print out on A4-sized paper in color, and paste on the address side of the envelope. • This sheet will be output with “Application Form for Admission” after the registration and payment are completed. • Please confirm whether all the necessary documents are prepared before sealing.
<p>Note 1: Documents written in a language other than English must be accompanied by a Japanese or English translation. The applicant's own translation is acceptable. Translated documents should carry the signature of the translator and his/her contact details (e-mail address and telephone number).</p> <p>Note 2: If postage rates are revised, please submit stamps equivalent to the new rates.</p>		

* To apply, please submit the aforementioned documents in an envelope with Addressed Envelope Sheet pasted on its surface.

8. How to Submit

(1) Submission by post

Please send by **registered express mail** if applying from within Japan or by **Express Mail Service (EMS)** if applying from outside of Japan.

Submit to:

Entrance Examination Group, Education Support Division, Iwate Prefectural University
152-52 Sugo, Takizawa, Iwate 020-0693, Japan Tel: 019-694-2014

(2) Submission in person

Reception hours: **9:00 a.m. to 4:00 p.m. (closed 11:45 a.m. to 1:00 p.m.)**

Location: Central Administration Building, Iwate Prefectural University

Note: Applications will not be accepted outside of the abovementioned hours and location.

9. Print the Examination Admission Card

- You will be able to output the Examination Admission Card after the application period.
- The noticing email will be sent to your registered email address.

It will be available on or after Thursday, July 4, 2024 for October 2024 Admission and the 1st Application Period, or Monday, February 3rd, 2025 for the 2nd Application Period, even if you haven't received the noticing mail from provider.

- Please download it from Internet Application website, print out, cut off the margins, and never forget to bring on the examination day.

- It is necessary to login for payment, printout application forms and Examination Admission Card.
- Please access to Internet Application website and login to your own account with your e-mail address and password.
- If there are any problems, please contact the Entrance Examination Group.

Contact:

Entrance Examination Group, Education Support Division, Iwate Prefectural University
152-52 Sugo, Takizawa, Iwate 020-0693, Japan Tel: 019-694-2014

10. Important Reminders Regarding Application

- The application procedure is not completed by only register for the website.

It is necessary to complete payment of admission fee, and also to submit all required documents within the deadline.

- Incomplete application documents will not be accepted.
- Documents should be filled clearly and accurately with a black ballpoint pen or in black ink.
- Subsequent revisions to application documents are not allowed after the application has been filed. However, if your name, address, and/or telephone number have changed, please contact the Entrance Examination Group at the Education Support Division.
- Once accepted, application documents will not be returned to applicants.
- Applicants found to have falsified their application documents will have their acceptance revoked, even after enrollment.
- Applicants with disabilities who require special consideration in order to take the examination or in the course of their expected studies should contact the Entrance Examination Group at the Education Support Division by the following dates.

- **October 2024 Admission / 1st Application Period: Monday, May 20, 2024**

- **2nd Application Period: Friday, December 13, 2024**

V. Selection Method

1. Selection Method

Candidates for admission are screened comprehensively based on their performance during the oral examination and the evaluation of submitted documents and materials.

The oral examination includes questions and answers (to elicit basic knowledge in his/her specialized field of study and English proficiency). The oral examination will be conducted in Japanese in principle, but may be conducted in English if necessary.

2. Examination Dates

- **October 2024 Admission / 1st Application Period: Saturday, July 13, 2024**
- **2nd Application Period: Tuesday, February 18, 2025**

Note: Details of the examination schedule (date, time to enter the examination room, examination start time, etc.) will be provided to applicants along with the Examination Admission Card sent to them.

3. Examination Place

Iwate Prefectural University

Directions to IPU: <https://www.iwate-pu.ac.jp/universityguide/directions.html>

4. Important Reminders on Taking the Examination

- The Examination Admission Card must be carried with you during the examination and presented if requested by the officials in charge.
- If you forget to bring the Examination Admission Card on the examination day, please immediately request issuance of a temporary admission card at the Examination Headquarters. The Examination Admission Card should be retained as it will be required when you request offer of your examination results afterwards.
- You are required to be seated in the designated classroom by the designated start time and to wait for the examination. Those who are not in the room at the designated start time will be treated as absent.
- Mobile phones and other electronic devices are required to be set to mute and switched off before entering the classroom. Those devices without mute settings might sound on even if it is switched off.
If the alarms and vibes sounds from belongings during the examination, the supervisor will confiscate ones belongings, and carry it out of the examination room. Such belongings will be kept at Examination headquarters until the end of that examination.
- The lending or borrowing of items between examinees is totally prohibited.
- Please bring your own lunch as No food services are available on campus on the examination days.
- Telegram service agencies for examination results may be present around the university premises on the day of the examination. Please be aware that they are not related to the university. Accordingly, we will not be responsible for any problems that may occur by using such agencies.
- Examinees are allowed to visit the university premises beforehand only on the afternoon of the day prior to the examination day, but entering the university buildings is not allowed.
- Any additional notifications will be sent by E-mail.

VI. Announcement and Successful Applicants

- **October 2024 Admission / 1st Application Period: at 1:00 p.m. on Wednesday, July 24, 2024** (projected)
- **2nd Application Period: at 1:00 p.m. on Thursday, February 27, 2025** (projected)
- Successful applicants will receive a Notification of Acceptance by post. A list of examinee numbers of the successful applicants will be posted on the University website at <https://www.iwate-pu.ac.jp/>
- Enquiries regarding the examination results will not be accepted.

VII. Enrollment Procedure

1. Enrollment Procedure

(1) Period for enrollment procedure

Documents necessary for the enrollment procedure must arrive during the following period without fail.

October 2024 Admission		from Wednesday, July 31, 2024 to Monday, August 5, 2024
1 st Application Period	(April 2025 Admission)	from Wednesday, October 2, 2024 to Thursday, October 10, 2024
	(October 2025 Admission)	from Monday, March 3, 2025 to Friday, March 7, 2025
2 nd Application Period		from Monday, March 3, 2025 to Friday, March 7, 2025

The document must arrived by 4:00 p.m. of each closing date.

(2) How to enroll

Those who wish to enroll must send the necessary documents for the enrollment procedure (the relevant forms will be sent to successful applicants along with the Notification of Acceptance) by post using the envelope provided. Please send by **registered express mail** if submitting from within Japan or by **Express Mail Service (EMS)** if submitting from outside of Japan.

Submission in person at the office is allowed only from 9:00 a.m. to 4:00 p.m. (closed 11:45 a.m. to 1:00 p.m.) during the following period.

October 2024 Admission		Thursday, August 1 st , Friday, August 2 nd and Monday, August 5, 2024 only
1 st Application Period	(April 2025 Admission)	From Tuesday, October 8, 2024 to Thursday, October 10, 2024
	(October 2025 Admission)	from Wednesday, March 5, 2025 to Friday, March 7, 2025
2 nd Application Period		from Wednesday, March 5, 2025 to Friday, March 7, 2025

2. Payment for the First Year (as of April 1, 2024)

(1) Admission fee

The following amount is required for admission.

- Residents of Iwate Prefecture: 225,600 yen
- Non-residents of Iwate Prefecture: 338,400 yen

To be considered a resident of Iwate Prefecture, either the successful applicant or his/her spouse or first-degree relative must have lived in Iwate Prefecture continuously for one year prior to the date of enrollment (i.e., October 1, 2023 for October 2024 Enrollment; April 1, 2024 for April 2025 Enrollment; October 1, 2024 for October 2025 Enrollment). Non-residents of Iwate Prefecture are all those who do not fall under the abovementioned category.

(2) Tuition fee

Payment of tuition fee is to be made twice a year, for the first semester (by the end of May) and for the second semester (by the end of October).

Annual tuition fee: 535,800 yen

Note: If the tuition fee is revised, the revised amount will be charged.

(3) Other expenses

- a. *Gakusei Kyoiku Kenkyu Saigai Shogai Hoken* (Disaster and Accident Insurance for Students) and *Gakkensai Futai Baisho Sekinin Hoken* (Personal Liability Insurance for Students)

Students are required to purchase policies for both of the above forms of insurance at the time of enrollment.

For Master's program students Duration of insurance: two years Insurance fee: 2,080 yen

- b. Information regarding other expenses will be provided along with the Notification of Acceptance.

3. Procedure for Residence Status

International students are required to acquire a visa before entering Japan. Guidance information on the necessary procedure for visa acquisition will be sent to successful applicants. Please prepare and submit the necessary documents in accordance with the guidance.

Note: This procedure is obligatory for all international students except those who are already residing in Japan with foreign student status.

4. Others

(1) Admission fee exemption

Those who meet any of the following conditions at the time of enrollment in the Graduate School are subject to receive an exemption from the admission fee requirement.

- a. A student of any faculty of Iwate Prefectural University for three years or longer; or has graduated from any faculty of the University.
- b. A student who has graduated from Iwate Prefectural University Morioka Junior College or Iwate Prefectural University Miyako College.
- c. A student who has completed studies at any Graduate School of Iwate Prefectural University.
- d. A student who has been deemed especially eligible for the exemption by the Chairman of Iwate Prefectural University.

(2) Exemption, payment by installments, deferred payment of tuition fee

Exemption, payment by installments, or deferred payment of tuition fee are available for students who have great difficulty in paying tuition fee or other expenses due to financial hardship or unexpected disaster, etc.

(3) Extended study program

The extended study program is a system that enables students in special circumstances, such as being in full-time work, to complete the course curriculum over a certain period of time exceeding the original duration of study (two years) in a well-planned way.

Those who take advantage of this program may pay their tuition fee (same amount as required for the regular program) by installment in accordance with the extended period.

5. Withdrawal of Enrollment into the Graduate School

If you wish to withdraw from the enrollment after the procedure, please inform to the Entrance Examination Group at the Education Support Division (Tel. 019-694-2014) by each deadline below.

- October 2024 Admission: 0:00pm on Monday, September 29, 2024
- April 2025 Admission: 0:00pm on Monday, March 29, 2025
- October 2025 Admission: 0:00pm on Tuesday, September 30, 2025

The remitted admission fee and application documents will not be returned.

VIII. Request for the offer of Personal Test Results

1. Information to be offered

We will offer the total score (of the oral examination and application documents).

2. Request Acceptance Period

• October 2024 admissions / 1st Application Period: **From 1:00pm on Wednesday, July 24, 2024 to Friday, August 23, 2024** (except Saturdays, Sundays, and public holidays)

• 2nd Application Period: **From 1:00 pm on Thursday, February 27, 2025 to Friday, March 28, 2025** (except Saturdays, Sundays, and public holidays)

- Visit at office: 9:00 a.m. to 4:00 p.m. (closed 11:45 a.m. to 1:00 p.m.)

- Written request made by post: Request must be postmarked during the abovementioned period.

- The requests made after the acceptance period, whether in person or by post, will not be accepted.

Submit to:

Entrance Examination Group, Education Support Division, Iwate Prefectural University 152-52 Sugo, Takizawa, Iwate 020-0693, Japan Tel: 019-694-2014

3. How to Ask for the offer of Personal Test Results

(1) By office visits

i . The request must be made by the person who took the examination.

ii . We will not offer the results over the telephone.

iii. The person making the request must present his/her Iwate Prefectural University Examination Admission Card (the Original) to confirm his/her identity.

(2) By written request made by post

Please submit the following documents by registered mail if making the request from within Japan or by Express Mail Service (EMS) if making the request from outside of Japan.

i . Request Form for the Offer of Personal Information (the person making the request must be the person who took the examination and the request form must be filled out by such person).

Note: Please download the request form from the University website at <http://www.iwate-pu.ac.jp/examination/kaijiseikyu.html> (in Japanese).

ii . Examination Admission Card

iii. A self-addressed envelope [Type No. 3] (with the name, address, and postal code of the person making the request. The address on the envelope must be the person making the request. Please enclose postage stamps equivalent to 404 yen if the request is from within Japan; or International Reply Coupons if sending from outside of Japan.)

[Number of coupons needed] As of April 2024

Region	Asia	Oceania, Canada, Central America, Middle East, and Europe	South America and Africa	America (included oversea possessions)
Number of coupons needed	12	20	23	25
Fee	1,900 yen	3,150 yen	3,600 yen	3,900 yen

Note: If you wish to enclose Japanese postage stamps instead of International Reply Coupons, please make sure that the value of the stamps is equivalent to the relevant amount described above.

4. Offer Method

(1) For office visit

Your test results will be offered orally on the spot.

(2) For written request

A letter containing your test results will be sent in the provided envelope by post (e.g., registered mail).

IX. Handling of Personal Information

In principle, except when required by law or regulation, personal information that we have obtained through application documents and other materials, and personal test results that we have used for student screening, will not be provided to third parties without the applicant's consent. However, personal information that we have used for student screening will be utilized for university administrative purposes, such as candidate-selection-related operations (e.g., entrance-exam-related statistical processing, research and studies on entrance examination systems), educational affairs management for enrolled students (e.g., enrollment records, academic guidance), student support management (e.g., health management, scholarship application), and payment management (e.g., tuition fee).

X. Education and Research Areas

1. Education and Research Areas (Please confirm the details in advance as the listed items below are subject to change due to faculty member transfers or other reasons.)

Please refer to the following website.

- Software and Information Science education, Iwate Prefectural University / research areas
<https://www.soft.iwate-pu.ac.jp/gradschool/researcharea/>
- A list of educational researchers
<http://souran.iwate-pu.ac.jp/>

※ The following faculty members will leave in March 2025.

Professor Hiroyuki SATO

Lecturer Eiji SUGINO