

# AY 2020 Application Guidelines for Prospective Research Students (International Students)

Faculty of Agriculture, Niigata University

Those who wish to apply as research students (international students) at the Faculty of Agriculture, Niigata University, must read the following carefully and submit the designated documents.

## 1. Application Eligibility

Eligible applicants are those who meet either of the following two criteria. However, in order to confirm whether or not candidates are eligible to make an application, Niigata University will conduct eligibility screening for all candidates, and only those who pass the screening are eligible to send application documents.

- (1) Those who have completed sixteen years of school education in a country other than Japan.
- (2) Those who are approved to have academic ability, evaluated by the Faculty of Agriculture, Niigata University, equivalent or higher than that mentioned in (1).

## 2. Schedule

	Enrollment on April 1, 2020	Enrollment on October 1, 2020
Eligibility Screening Period	Tuesday, October 1, 2019 ~ Thursday, October 17, 2019 (Screening documents must arrive by this date)	Wednesday, April 1, 2020 ~ Friday, April 17, 2020 (Screening documents must arrive by this date)
Application Period	Monday, November 18, 2019 ~ Wednesday, November 20, 2019 (Application documents must arrive by this date)	Monday, May 18, 2020 ~ Wednesday, May 20, 2020 (Application documents must arrive by this date)
Notification of Selection	Late December 2019	Late June 2020
Registration	Early March 2020 (Register within specified dates)	Early September 2020 (Register within specified dates)

※Note that screening and application documents may be accepted on dates other than listed above. If you consider applying to Niigata University on an irregular basis, consult with your prospective academic advisor.

## 3. Eligibility Screening

- (1) All applicants must pass the eligibility screening before application can be made. Be sure to submit directly or send to the Academic Affairs Division, Faculty of Agriculture, Niigata University, the items listed in (3) Documents for Eligibility Screening within the period mentioned above. Note that all applicants are required to obtain permission to apply from the prospective academic advisor at Niigata University prior to eligibility screening.
- (2) Niigata University will not accept any application documents of those who do not meet the eligibility.

### (3) Eligibility Screening Documents

Eligibility Screening Documents	Notes
① Eligibility Screening Application Form	Use the designated form
② Certificate of (Expected) Graduation from the Most Recent University or School Attended (Original)	Submit the original certificate. Niigata University does not accept the copy. If planned to submit the diploma, submit both the original and the copy. <b><u>Be sure to attach Japanese translation of the documents.</u></b>
③ Academic Transcript from the Most Recent University or School Attended (Original)	Submit the original transcript. Niigata University does not accept the copy. <b><u>Be sure to attach Japanese translation of the transcript.</u></b>

※Those who have a history of transferring, be sure to submit both Certificate of Graduation (or Certificate of Enrollment Period) and Academic Transcript from the previous university attended if already graduated. (Submit the Japanese translations of those documents as well.)

## 4. Application Procedure

### (1) Method of Application

Those who are notified to be “eligible to apply” from the Faculty of Agriculture, Niigata University, must submit all the Application Documents listed in (2) to the address specified in (10) within the application period either by the post or directly.

### (2) Application Documents

Application Documents	Notes
① Research Student Application Form 入学資格・出願資格等調査書（新潟大学農学部）	Use the designated form
② Curriculum Vitae (CV)	Use the designated form. Be sure to paste the photograph
③ Copy of Receipt of Examination Fee 「検定料振込依頼書の領収書（控）」	Use the payment slip 「振込依頼書（新潟大学非正規生検定料用）」 to make a payment of the examination fee (9,800JPY) at a financial institution other than the Post Office. Then, submit the receipt to Niigata University.
④ Approval Letter for Study Abroad from the Employer	Submitted only by those who are willing to enter Niigata University while employed. (Free format)
⑤ Copy of Residence Card (both sides)	Submitted only by those who are already in Japan.
⑥ Copy of Passport	<ul style="list-style-type: none"> <li>• Photo page (all applicants)</li> <li>• Eligibility Status Sticker Page (only those who are already in Japan)</li> </ul>
⑦ Certificate of Health	Submitted only by those who have or are planning to obtain a student visa
⑧ Others	Any additional documents requested by the Faculty of Agriculture, Niigata University

## 5. Selection of Successful Applicants

Selection is carried out after reviewing all the application documents.

## 6. Approval of Successful Applicants

The Dean of the Faculty of Agriculture, Niigata University, authorizes the successful applicants after approval by the Faculty Meeting.

## 7. Notification of Selection

Notification of selection is made by post.

8. Registration

Payment of the entrance fee and submission of the registration documents is required within the registration period. Anyone who fails to complete the registration within the specified period is not permitted for admission to Niigata University. The details of the registration procedure are only sent to those who are selected as successful applicants.

9. Entrance Fee and Tuition

• Entrance Fee . . . . . 84,600 JPY (Provisional)

• Tuition (annually) . . . . . 356,400 JPY (Provisional)

(Note : Enrolled students must pay the amount for three months (89,100JPY (29,700JPY x 3 months)) in the month they matriculated, and then, pay the rest every three months.)

※ In the case that the entrance fee and tuition are changed, students need to pay the new fee from the month they are changed. Niigata University will not return already paid examination and entrance fees and tuition.

10. Screening and Application Documents to be submitted to the following.

<p>[Inquiries] Academic Affairs Division, Faculty of Agriculture, Niigata University 8050 Ikarashi 2 no-cho, Nishi-ku, Niigata City, Niigata 950-2181 Japan</p> <p>TEL: +81-25-262-6605, 6606      FAX: +81-25-262-6854</p>
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