

# AY2024 Application Guidelines for Prospective Research Students (International Students)

Faculty of Agriculture, Niigata University

Those who wish to apply as research 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 any of the following two criteria.

- (1) Those who have completed sixteen years of school education in a country other than Japan and hold a Bachelor's degree or expect to obtain such a degree by end of the month prior to the desired admission date.
- (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

	Admission on April 1, 2024	Admission on October 1, 2024
Eligibility Screening Period	Monday, October 2, 2023 ~ Friday, October 13, 2023 (Screening documents must arrive by this date)	Monday, April 1, 2024 ~ Friday, April 12, 2024 (Screening documents must arrive by this date)
Application Period	Monday, November 13, 2023 ~ Wednesday, November 15, 2023 (Application documents must arrive by this date)	Monday, May 13, 2024 ~ Wednesday, May 15, 2024 (Application documents must arrive by this date)
Notification of Selection	Late December 2023	Late June 2024
Admission Procedure	Early March 2024 (Complete within the specified period)	Early September 2024 (Complete within the specified period)

※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 making application. Be sure to submit the items listed in (3) Eligibility Screening Documents within the period mentioned above to the Academic Affairs Division, Faculty of Agriculture, Niigata University. Note that all applicants are required to obtain permission to apply as a research student 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 Form for Application and Admission	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 Period of Enrollment) 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 the Application Documents listed in (2) to the address specified in 10. INQUIRES within the application period by post.

##### (2) Application Documents

Application Document	Instructions
① Application for Admission as a Research Student	Use the designated form.
② Curriculum Vitae (CV)	Use the designated form. Be sure to paste a photograph.
③ Receipt of Examination Fee 「検定料振込依頼書の領収書 (控)」	<p><b>[REMITTANCE FROM A FINANCIAL INSTITUTION WITHIN JAPAN]</b></p> <p>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.</p> <p><b>[OVERSEAS REMITTANCE]</b></p> <p><b>Applicants residing in a country other than Japan must make the payment through Flywire and submit the copy of the PAYMENT CONFIRMATION page. Details will be informed to the applicants individually.</b></p>
④ Approval Letter from the Employer (Original)	Submitted only by those who are willing to enter Niigata University while employed. (No specified 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 (Those who are already in Japan)</li> </ul>
⑦ Certificate of Health (Original)	Use the designated form.
⑧ Others	Any additional documents requested by the Faculty of Agriculture, Niigata University

#### 5. SELECTION OF SUCCESSFUL APPLICANTS

Selection is carried out by reviewing all the application documents.

#### 6. APPROVAL OF SUCCESSFUL APPLICANTS

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

## **7. NOTIFICATION OF SELECTION**

Notification of selection is made by post.

## **8. ADMISSION PROCEDURE**

Payment of the entrance fee and submission of the admission documents are required within the admission procedure period. Anyone who fails to complete the procedure will not be given the permission to admit to Niigata University. The details of the admission procedure will be notified to those who are selected as successful applicants.

## **9. ENTRANCE FEE AND TUITION**

- Entrance Fee: 84,600 JPY (Provisional)
- Tuition (annual): 356,400 JPY (Provisional) /Tuition (semi-annual): 178,200JPY (Provisional)  
(Note) Enrolled students must pay six-month worth of the tuition (178,200JPY (29,700JPY/month x 6 months)) in the month they matriculated, and then, pay the rest every six months.)

In the case that the entrance fee and/or tuition are/is changed, students need to pay the new fee(s) from the month changed. Niigata University will not refund examination and entrance fees and tuition already paid.

## **10. INQUIRES**

Screening and Application Documents must be submitted to the following.

Academic Affairs Division Faculty of Agriculture, Niigata University 8050 Ikarashi 2 no-cho, Nishi-ku, Niigata City, Niigata 950-2181 Japan TEL: +81-25-262-6605, 6606 Email: nougaku@agr.niigata-u.ac.jp
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