

※授業は日本語で行われるため、研究生として本学に所属するためには、少なくとも N2 以上の日本語能力が必要です。Classes are held in Japanese, so in order to belong to our university as a research student, you must have at least JLPT N2 or above.

## Application guidelines for international research students for 2024 admission (Privately financed international students)

Joetsu University of Education (hereafter “JUEN”) accepts research students (non-degree, privately financed international students) on the basis of the following guidelines. Research students are those who study on a specific subject.

### 1. Eligibility

Applicants who are eligible for application for research students must meet one of the following requirements and have acquired Japanese proficiency as a level of understanding university lectures given in Japanese language.

- (1) Those who have completed 16 years of formal school education in countries other than Japan.
- (2) Those who have completed their undergraduate work and obtained a bachelor’s degree or can be recognized by our university as having an equivalent level of academic ability.

### 2. Enrollment time and period of research

#### (1) Enrollment time

April or October

#### (2) The period of research

The period of research is up to one year or until the end of relevant academic year.

Extensions may be granted for a period of up to two year in total (including the originally granted one year) if judged necessary for the student’s research.

### 3. Application procedures

Each applicant must contact a teacher who the applicant desires to be taught (hereafter the “prospective academic advisor”) and ask him/her for consent in advance. Please note that you cannot apply without the prior consent of the prospective academic advisor.

Please look for a suitable prospective academic advisor in our university website:  
(<https://www.juen.ac.jp/index.html>).

You can check our faculty members' research fields on the page of faculty profiles, professors teaching at JUEN. (<https://staff.juen.ac.jp/search/index.html>).

#### (1) How to apply

After obtaining the prospective academic advisor's consent, you need to send or hand in the **submission documents (see below (3)) to the specified delivery address (see below 9)** by the submission deadline (If you are outside of Japan, please send the documents by EMS).

We will send a "certificate of payment for preliminary review fee" to applicants who are allowed to apply by preliminary review (see below 4). Please make sure you pay JPY 9,800 and send or hand in certificate of payment.

If you are living outside Japan, please ask the International Exchange and Regional Cooperation Team of the Research Cooperation Office about how to pay the preliminary review fee.

#### (2) The submission deadline

The enrollment time	Submission deadline	Open hours
April, 2024	Applicants living outside of Japan: Monday, November 13, 2023. Applicants living in Japan: Monday, January 29, 2024.	8:30 AM ~ 5:15 PM Except Saturdays, Sundays, National holidays and from December 29 to January 3
October, 2024	Applicants living outside of Japan: Tuesday, April 30, 2024. Applicants living in Japan: Monday, July 1, 2024.	

#### (3) Submission documents

**As for any certificate written in any language other than Japanese, make sure to attach Japanese translation.**

- ① Application form for enrollment for research students (Form 1)
- ② Joetsu University of Education investigation form for research students (international students) (Form 2)
- ③ The academic advisor application form (Form 3)
- ④ Letter of recommendation (Form 4)
- ⑤ Certificate of (prospective) graduation/ completion of the last school you attended. (original)

- ⑥ Transcripts of academic records of the last school you attended (original).
- ⑦ One of the following certifications, each of them is required in 2 years before application.
  - Letter of results of JLPT-Japanese Language Proficiency Test-N2 (former class 2) or above and/or certificate of JLPT
  - Certificate and grade report of practical Japanese test (level A-C) (J-test) level C or above.
  - Score report of Examination for Japanese University admission for international students (EJU) (Japanese language) 270 points or above
  - A certificate of Japanese ability of the same standard of JLPT N2 or above in other Japanese proficiency tests, etc.
- ⑧ Copy of family register or certificate of place of residence (citizenship) which is issued by a public agency of the applicant's country
- ⑨ Copy of the page with applicant's photo from his or her own passport
- ⑩ Certificate of graduation and certificate of academic degree, issued by graduation university (only for Chinese applicants)
  - ※ Applicants from the People's Republic of China additionally need to submit Verification Report of China Higher Education Qualification Certificate issued by China Academic Degree & Graduate Education Development Center.
- ⑪ Written consent from the head of your workplace (only incumbents)

#### 4. Selection process

Applicants will be selected through the following steps:

- (1) Preliminary review: Japanese speaking proficiency test (on phone etc)
- (2) Main review: Documents review (if necessary, a practical examination and an interview are required)

#### 5. Selection results

We will inform all applicants about the selection results. A notice of acceptance and documents related to enrollment procedures will be sent to successful applicants.

#### 6. Enrollment procedures

The successful applicants must pay an entrance fee of JPY 84,600 and complete the enrollment procedures within the designated period. If the enrollment procedures are not completed appropriately within the period, you cannot enter our university. We will send acceptance letters to the successful applicants who completed the

enrollment procedures.

7. Tuition

We will send a tuition payment slip to the person who gained admission to our university at the beginning of April or October. Please make sure to pay the tuition at post offices or banks within the designated period.

(1) Tuition: JPY 29,700 × the registered months at our university

The price of tuition is for the enrolled students in Academic year 2023. It might be revised in the future.

(2) Time limit of payment:

Entrance in April — April 28, 2024

Entrance in October — October 31, 2024

(3) In cases where the tuition is amended during enrollment, the new tuition shall be applied.

8. Others

(1) If you write false information on documents, the enrollment may be cancelled even after the entrance date.

(2) Any candidate or student considered to be inappropriate to hold the status of research student shall be expelled from our university.

(3) You need to buy some insurance for learning and living.

9. Inquiries (the delivery address and inquiries)

International Exchange and Regional Cooperation Team of the Research Cooperation Office, Joetsu University of Education

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