

**September 2017 / April 2018 Entry**  
**Guidelines for Applicants to the Masters Course**  
**Graduate Program on Environmental Sciences, GPES**  
**Multidisciplinary Sciences**  
**Graduate School of Arts and Sciences**  
**The University of Tokyo**

## **Program Overview**

The Graduate Program on Environmental Sciences (GPES), one of the graduate programs in English at Komaba (GPEAK) is an exciting new advanced level degree program (offered at both Masters and Ph.D. level) at the University of Tokyo. It shares its vision with its undergraduate counterpart, the International Program on Environmental Sciences, one of the PEAK (Programs in English at Komaba) programs and is likewise delivered entirely in English.

The graduate program steps further and deeper, allowing students to choose their area of specialization from a wide range of relevant fields including natural and agricultural sciences, industrial technologies, and social sciences including economics, politics and other related disciplines. The course is research-focused under tuition of faculty staffs and provides a unique opportunity to work with world experts at the cutting edge, on problems that global society needs to address right now for its future prosperity. Progression to the Ph.D. Course is also offered and encouraged.

## **Learning Outcomes**

Students graduating from the GPES program will be professionals

- capable of working internationally in the environment-energy field on the global stage;
- with a systematic understanding of the environment-energy field from both natural and social scientific perspectives;
- who understand and can make judgements on environmental questions on all scales ranging from local to global;
- with a considered and empathetic view of the wide range of different stakeholder viewpoints on environmental issues and who can execute leadership in resolving issues arising from these;
- who can make informed decisions in real time, on site to solve real world problems;
- who are global communicators, capable of addressing both specialists and non-specialists while encompassing the needs of differing cultural groups.

## **Degree Program Offered and the Number of Available Places**

- M.S. 13 places

## 1. Schedules

The GPES offers two selection schedules, Schedule 1 and Schedule 2. The selection procedure and required documents are identical between the two schedules.

## 2. Selection Procedures

Applicants shall be screened and selected through a comprehensive process. Selection is based on the evaluation of all of the applicant's submitted materials (TOEFL or IELTS and GRE scores, short essays, research plan etc. ), recommendation and, if deemed necessary, an interview, which may be conducted in person, by telephone or by Skype.

## 3. Enrollment Dates

Schedule 1 applications: September 22, 2017

Schedule 2 applications: April 1, 2018

## 4. Applicant Eligibility

Before submitting an application, all applicants must have contacted a potential supervising professor at the University of Tokyo and obtained his or her approval. Please consult GPES website for the details of possible supervisors.

Those who have completed or who expect to complete their undergraduate education (a Bachelor's degree or the equivalent) before the enrollment date\* are eligible to apply for the Masters Course. Applicants are expected to have completed 16-year school education, including university education or its equivalent.

Please note that applicants who have completed the equivalent of 15 years of education must contact the GPEAK Admissions Office at the time of or prior to the submission of their application in order to confirm their eligibility. Applicants whose qualifications differ in any other respect from those stated above must contact the GPEAK Admissions Office by September 9, 2016 (Schedule 1) or April 21, 2017 (Schedule 2).

For details, please refer to Appendix.

\*Note: In Schedule 1, those who expect to complete their undergraduate education (a Bachelor's degree or the equivalent) by September 30, 2017 may be eligible to apply for the Masters Course. Please consult the GPEAK Admissions Office in advance.

## 5. Application Procedures

### (1) Application Period

Schedule 1: November 1 to November 25, 2016

Schedule 2: June 15 to July 14, 2017

### (2) Application Process

Applicants are requested to initially submit a completed application form electronically along with a research plan/statement of purpose (PDF) and short essay (PDF). These should be e-mailed to the following address no later than November 25, 2016 for Schedule 1 or July 14, 2017 for Schedule 2 applications.

office@gpes.c.u-tokyo.ac.jp

In addition, the applicant must send a complete set of application materials by registered mail or by international delivery service such as EMS, FEDEX or UPS.

All application materials must be mailed to the address below, postmarked by November 25, 2016 for Schedule 1 or

July 14, 2017 for Schedule 2 applications.

GPEAK Admissions Office  
Academic Affairs Division  
Graduate School of Arts and Sciences  
The University of Tokyo  
3-8-1 Komaba, Meguro-ku, Tokyo, 153-8902 JAPAN

Tel: +81-3-5465-8220

E-Mail: office@gpes.c.u-tokyo.ac.jp

Please note that any hand-delivered applications will not be accepted and none of the submitted materials will be returned.

### (3) Application Fee

JPY 10,000

Note: No application fee is required from Foreign National applicants on MEXT scholarships (Monbukagakusho scholarship recipients). Such applicants who are not currently studying / conducting research at the University of Tokyo must submit a certificate of proof of their MEXT scholarship status.

### (4) Required Documents

All documents must be prepared in English. Please refer to the check list below to confirm the required materials.

	Required materials	*	Original or copy (number of copies required)	Remarks
1	Application Form [PDF]	○	PDF and Original (1)	-Download, complete and print the form. -Attach a photograph to the application form.
2	Registration ticket	○	Original (1)	-Attach a photograph to each of the ticket. -Please print your name clearly on the back of the photos.
3	Receipt of payment of the Application Fee	○	Original (1)	-Applicants living abroad: E-payment only. Visit the web site ( <a href="https://e-shiharai.net/english/">https://e-shiharai.net/english/</a> ) and follow the procedures. Also see “How to make a payment of Examination Fee by Credit Card or at Convenience Store” for details. -Not required for students on MEXT scholarships. Such scholars should submit a certificate of proof of their scholarship status if they are not currently studying / conducting research at the University of Tokyo. -Applicants living in Japan: E-payment ( <a href="https://e-shiharai.net/english/">https://e-shiharai.net/english/</a> ) or payment by bank transfer using a specified payment slip. For details of payment by credit card and at a convenience store, see “How to make a payment of Examination Fee by Credit Card or at Convenience Store”. -The application fee will not be refunded under any circumstances.
4	Research plan/ Statement of Purpose [PDF]	○	PDF and Original (1)	-Describe your previous studies and your proposed future research plan (1000 words)
5	Short Essay [PDF]	○	PDF and Original (1)	-Write the essay in 1000 words according to instructions on Short Essay form.
6	Two letters of recommendation [PDF]	○	Original (1)x 2 letters	-These should be completed by two evaluators well acquainted with the applicant’s academic ability and personality. -Each letter should be prepared by the evaluator who should seal in an envelope and sign across the seal. The sealed letters should then be submitted by the applicant along with the other documentation.
7	Transcript of Academic Records	○	Original (1)	-Photocopies are not accepted.

8	Certificate of (expected) Bachelor's Degree	○	Original (1)	-Photocopies are not accepted. -Please ask the Office of Registrar at your school to certify your degree instead of sending the original diploma.
9	Graduation Thesis	△	Copy (1)	-Optional, if available
10	TOEFL or IELTS Score Record	○	Original (1) and copy (1)	-Must be sent by the testing institution directly to the GPEAK Admissions Office, the Graduate School of Arts and Sciences, the University of Tokyo (Institution Code: 6184, Department Code: 99 for TOEFL). -A copy of your Examinee's Score Record should also be included in the application package. -Applicants whose native language is English or who have obtained a Bachelor's or other advanced degree from an accredited institution of higher education where English is the primary language of instruction are not required to submit a TOEFL nor IELTS score, instead have to describe English fluency in the application form
11	GRE (General) Score Record	○	Original (1) and copy (1)	-Optionally, subject test scores may be submitted if available. -Must be sent by ETS directly to the Graduate School of Arts and Sciences, the University of Tokyo (Institution Code: 8326, Department Code: 5199). -A copy of your Examinee's Score Record should also be included in the application package.
12	Two passport-style photos	○	Original (2)	-4cm x 3cm -Taken within the last 6 months -Upper frontal view without hat
13	Proof of Citizenship	○	Copy (1)	-A photocopy of your passport, your census register or other proof of citizenship. -Please do not send the original.
14	Japanese Proficiency Certificate	△	Copy (1)	-Optional, if available.

\*○: required, △: optional

## (5) Registration ticket

GPES will mail a registration ticket directly to your address. The receipt of a registration ticket signifies the completion of the application process. If the registration ticket does not arrive by the relevant date listed below, contact the GPEAK Admissions Office.

Schedule 1: by December 14, 2016

Schedule 2: by August 8, 2017

## (6) Application schedules

### (i) Schedule 1

Document assessments and interviews (if applicable) will be conducted by the end of December 2016.

### (ii) Schedule 2

Document assessment and interviews (if applicable) will be conducted by the end of August 2017.

The details of an interview will be notified applicants through e-mail.

## 6. After Admission/ Enrollment Information

### (1) Announcement of selection results and admission procedures

- (i) The names of the successful candidates in Schedule 1 will be announced on the Komaba I Campus homepage at [http://www.c.u-tokyo.ac.jp/eng\\_site/index.html](http://www.c.u-tokyo.ac.jp/eng_site/index.html) at noon on January 13, 2017 (Japan Standard Time). In addition, a letter of acceptance will be sent to successful candidates. No letters will be sent to unsuccessful applicants.

- (ii) The names of the successful candidates in Schedule 2 will be announced on the Komaba I Campus homepage at [http://www.c.u-tokyo.ac.jp/eng\\_site/index.html](http://www.c.u-tokyo.ac.jp/eng_site/index.html) at noon on October 2, 2017 (Japan Standard Time). In addition, a letter of acceptance will be sent to successful candidates. No letters will be sent to unsuccessful applicants.
- (iii) No telephone, FAX or E-mail inquiries regarding the results will be accepted.
- (iv) A Certificate of Admission along with other documents related to visa and admission procedures will be sent to successful candidates after confirming your acceptance of our offer. Students who receive the certificate of admission must pay enrollment fee and complete the appropriate admission procedures during the designated period according to our directions. If the proper admission procedures are not completed during the above period, the admission will be nullified.

(2) GPES Enrollment and Tuition Fees (subject to change)

- (i) Enrollment Fee: JPY 282,000
- (ii) Annual Tuition Fee: JPY 535,800

Please note that the fees are subject to change. If fees are revised upon enrollment or while enrolled, the revised fees shall be applied to the next payment required after the revision. MEXT scholars are exempt from paying these fees.

## Notes

- (1) No amendments to the submitted documents are allowed under any circumstances, however, any changes in name, home address, or mailing address etc. made after the document submission must be reported to the GPEAK Admissions Office immediately.
- (2) The enrollment fee will not be refunded under any circumstances.
- (3) International students are required to obtain an appropriate visa according to the Immigration Control and Refugee Recognition Act (Cabinet Order No. 319 of 1951) prior to undertaking the enrollment procedure.
- (4) GPES reserve the right to use the personal information (such as the name and address) of the applicants for the following purposes: (i) processing applications and selecting successful candidates; (ii) announcement of successful candidates; and (iii) completing other necessary admission procedures. The personal information of admitted students may also be used for: (i) academic affairs (e.g., registration etc.); (ii) student services (e.g., health care, career support, scholarship applications, tuition exemptions, libraries, etc.); and (iii) the collection of tuition fees.
- (5) The examination results used in the selection of entrants may be used to improve the university entrance examination and the quality of education at the University of Tokyo.
- (6) The University will retrospectively cancel the admission of any student who is found to have falsified any of their personal information, academic records or other documents accompanying the application form.
- (7) Application procedures and related schedules are subject to change. If changes are made, applicants will be notified by the GPEAK Admissions Office.

## Appendix

Persons who fulfill at least one of the following requirements are eligible to apply for the Masters Course.

- (1) Those who have graduated from a university (as understood within Japan's educational system) or are expected to graduate before the enrollment date.
- (2) Those who have completed, or will complete before the enrollment date, 16-year school education outside Japan.
- (3) Those who have completed, or will complete before the enrollment date, the equivalent of a 16-year education in a foreign country by taking correspondence courses in Japan that are provided by an educational institution in that foreign country.
- (4) Those who have completed, or will complete before the enrollment date, a program at an educational institution in Japan recognized by the Ministry of Education, Culture, Sports, Science and Technology (MEXT, Monbukagakusho) as providing the coursework of a foreign graduate institution consistent with coursework found in the educational system of the said country. This applies solely to those individuals who have completed the equivalent of 16 years of education in the originating country's education system.
- (5) Those who have completed, or will complete before the enrollment date, a specialized training college program in Japan otherwise recognized by the Ministry of Education, Culture, Sports, Science and Technology after the date on which the said program received the Ministry's designation. This applies only to programs lasting at least 4 years and satisfying standards established by the Ministry of Education, Culture, Sports, Science and Technology.
- (6) Those recognized by the Ministry of Education, Culture, Sports, Science and Technology, in accordance with 1953 Ministry of Education, Science and Culture Notification No. 5. (Note 1)
- (7) Those who have received or expect to receive a Bachelor's degree before the enrollment date, in accordance with Article 104, Paragraph 4 of the School Education Law. (Note 2)
- (8) Those who: 1) have completed the equivalent of 15 years of education in a foreign country, or who have completed the equivalent of 15 years of education through correspondence courses offered by a foreign institution operating in Japan; and who 2) are recognized by this graduate school as having attained the necessary credits while demonstrating academic excellence. (Note 3)
- (9) Those who: 1) have completed the equivalent of 15 years of education in a foreign country; 2) have completed a program at an educational institution in Japan that is recognized by the Ministry of Education, Culture, Sports, Science and Technology as providing coursework equivalent to that found in a university within the educational system of the foreign country; and 3) who are recognized by this graduate school as having attained the necessary credits and demonstrated academic excellence. (Note 3)
- (10) Those who will be at least 22 years of age as of the enrollment date, and who have been recognized by this graduate school, through individual screening of entrance qualifications, as having achieved the academic equivalent of a university graduate. (Note 4)

\*Note: In Schedule 1, those who expect to complete their undergraduate education (a Bachelor's degree or the equivalent) by September 30, 2017 may be eligible to apply for the Masters Course. Please consult the GPEAK Admissions Office in advance.

## NOTES TO APPENDIX

(Note 1)

Requirement (6) above applies to those who have graduated from or are expected to graduate from a university in Japan established under the old university ordinances, or from national colleges/prefectural colleges (Daigakko) established through acts or directives issued by any of the Japanese government ministries.

(Note 2)

Requirement (7) above applies to those individuals who have received or are scheduled to be awarded a Bachelor's degree from the National Institution for Academic Degrees or the National Institution for Academic Degrees and University Evaluation.

(Note 3)

Those who intend to apply under requirements (8) and (9) above should contact the GPEAK Admissions Office by e-mail at the time of or prior to the submission of their application in order to determine their eligibility.

(Note 4)

(a) Requirement (10) above applies to those who do not qualify under requirements (1) through (9) above, but who have graduated (or completed a program of study) from an educational institution equivalent to a four-year university in Japan, and who have been deemed, through individual screening of entrance qualifications by this graduate school, as having attained the academic equivalent of a university graduate.

(b) Those who intend to apply under requirement (10) must have their qualifications individually screened before

submitting an application. Such persons are asked to provide a curriculum vitae that includes their date of birth, current address, contact information, and descriptions of all relevant qualifications to the GPEAK Admissions Office by e-mail by September 9, 2016 (Schedule 1) or April 21, 2017 (Schedule 2). Additional information may also be required.

(c) Those who are recognized, through the individual screening process, as holding the equivalent of a Bachelor's degree will be notified to that effect by e-mail and requested to submit their official application together with certificates of all relevant qualifications.