Application Guidelines for Admission to
Graduate Schools of Yokohama National University as Doctoral Students
under the Global Doctoral Program for Academic Career Support
(Admission in October 2018 and in April 2019)

Yokohama National University is recruiting students who want to enter its graduate schools as doctoral students in October 2018 or April 2019 under the Global Doctoral Program for Academic Career Support (GDACS), which is a doctoral program for faculty members of universities in emerging nations.

1. Graduate Schools and Programs Recruiting Students and Quota for Admission

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* As per the attached documents, the International Ph.D. Program in Economics of the Department of Economics recruits students by its own schedule and procedures. (The articles of the program follow this guidelines unless otherwise noted.) The Doctoral Program in Transnational Law and Policy of the Department of International Business Law does not admit students under the GDACS as it currently recruits students through different admission procedures.

2. Application Eligibility

To be eligible, you must be, in principle, a faculty member or a researcher of universities or research institutions in emerging nations and meet all the following requirements:

(1) You have completed a master's program and earned a master's degree.
(2) You intend to earn a doctoral degree within 36 months of your admission to Yokohama National University as a doctoral student.
(3) You have asked the supervisor of your choice about research details, acceptance conditions and the like, and have obtained permission to apply before submitting your application.
(4) You are proficient in Japanese at a level equivalent to or higher than N2 of the Japanese-Language Proficiency Test (or Level 2 under the former testing system) if you want to receive research guidance in Japanese. Or you are proficient in English at a level equivalent to or higher than a score of 80 in TOEFL iBT or an overall band score of 6.0 in IELTS if you want to receive research guidance in English.

3. Application Documents

You must prepare all application documents in Japanese or English. For any language other than Japanese and English, you must attach its Japanese or English translation bearing an official seal to every certificate.

(1) Information Sheet (Use the attached form.)
(2) Application form and curriculum vitae (Use the attached form.)
(3) Field of Study and Research Plan (Use the attached form.)
(4) Certificate of (expected) completion of master's degree issued by your university (Submit the original.)
(5) Academic transcript of master's program issued by your university (Submit the original.)
(6) Master's thesis (If it is written in neither Japanese nor English, submit its Japanese or English abstract, too. If you have not completed your master’s thesis, you can submit the draft version or abstracts.)
(7) Score report(s) for a Japanese and/or English language proficiency test (such as Japanese-Language Proficiency Test, TOEFL, and IELTS)
(8) Two photographs of yourself (40 mm long by 30 mm wide) (Attach one of them to the application form.)
(9) Published books and papers, reports and conference presentations that demonstrate your achievement and ability. (If any. Attach a list. If it is written in neither Japanese nor English, submit its Japanese or English abstract, too.)
(10) Recommendation letter from the head of your department or president of your university (Submit the original.)
(11) Pledge letter to acknowledge that you are financially responsible for all living expenses incurred during your enrollment at Yokohama National University (Use the attached form.)

4. Application Procedures

(1) Before Applying
Before applying, you must ask the supervisor of your choice about research details, acceptance conditions and the like, and obtain his/her permission to apply. You can find a supervisor in the List of Professors for International Students (http://www.ynu.ac.jp/exam/professors.html) on our website. When you send an email concerning permission to apply to the supervisor, you must also send the same email to the International Admissions Office (iao@ynu.ac.jp).

(2) How to Apply
Enclose all the application documents listed in Section 3 in an envelope. Write "Application for GDACS" on the envelope and mail the envelope to the address stated in Section 12 by registered mail or any other similar method. At the same time, email (1) Information Sheet, (2) Application form and curriculum vitae and (2) Field of Study and Research Plan to the email address stated in Section 12.

Note: For those who wish to apply for the Department of Economics of Graduate School of International Social Sciences (except its All-in-English Program), please send the email no later than Thursday, December 21, 2017.

5. Application Deadline
Your application documents must reach us no later than Thursday, January 4, 2018; otherwise, we will not accept your application. Please submit your documents well in advance of the deadline, especially considering the mailing delays that occur during the year-end and New Year holidays.

6. Screening Procedures
Successful applicants are decided through the screening of application documents. However, applicants may be required to have an interview if necessary. In this case, each graduate school will notify applicants of the interview details.
7. Notice of Screening Results
   You will be notified of your results by email on Monday, February 5, 2018. If you pass the screening, we will issue the “Certificate of Admission” and “Certificate of Exemption”.

8. Application Fee, Admission Fee, Tuition Fee, and Scholarships
   You do not need to pay an application fee and are exempt from admission and tuition fees. (Note that the exemption of tuition fees may be cancelled due to poor academic performance.) Successful applicants with high academic performance will be awarded a monthly scholarship of 150,000 yen (estimated). The scholarship awardees will be notified at the announcement of the selection results.

9. Admission Procedures
   You will be promptly notified of the admission procedures (including the procedures for obtaining a Japanese visa) after you have been selected as a successful applicant.

10. Application Instructions
   (1) You cannot have your application documents returned for any reason once we accept them.
   (2) You are not allowed to change your graduate school after applying.
   (3) If your application documents are found to contain any false information, your admission may be canceled even after you have been selected as a successful applicant.
   (4) If admitted, you can move into a dormitory room for single persons that we provide. If you want to live with your family, first come to Japan by yourself; then bring your family to Japan after finding appropriate housing by yourself. In this case, you need to bear all the costs necessary to bring your family to Japan and live with them. You should be aware that it is rather difficult and costly to find family housing.

11. National Security-Related Export Controls
   Yokohama National University has instituted its own rules for national security-related export controls based on the Foreign Exchange and Foreign Trade Act and rigorously screens the admission of international students to control the transfer of goods obtained in Japan to other countries, provision of technology, and exchange of personnel. Any international students subject to export control regulations may have restrictions placed on their chosen research activities, or may be ineligible to receive education at the University. Prospective students should therefore consult their proposed academic advisor before submitting their application, or take other precautionary measures when applying to study at the University.
   For further details of export controls, please refer to the following URL: http://www.ripo.ynu.ac.jp/index/adscreening_en.html

12. Where to Send Application Documents and Make Inquiries
   All inquiries need to be made in Japanese or English.
   International Admissions Office
   International Education Division
   Student Affairs Department
   Yokohama National University
   79-8 Tokiwadai, Hodogaya-ku, Yokohama 240-8501
   TEL: +81-45-339-3176, E-mail: iao@ynu.ac.jp