

## Regarding application for admission as a Research Student

This system is for those who wish to apply to do research in a specific field of specialization in the Graduate School of Human-Environment Studies.

In principle, applicants must already have a bachelor's degree. Admission as a Research Student is at the beginning of the first semester or the second semester. The research period is limited to one year, but can be extended upon application. If you wish to enroll as a Research Student, please consult carefully with your contact faculty and submit the necessary documents by the prescribed date.

<b>1. Eligibility for Application</b>	<p>Those who can apply as a research student are,</p> <p>(1) Those who have a bachelor's degree or expect to receive it by the time of admission, or (2) Those who are recognized as having academic ability equivalent or superior to that of a bachelor's degree holder.</p> <p>Those who wish to apply according to *(2) will be screened for eligibility in advance, and must submit documents 1 through 4 of "Documents to be submitted" by the due date below. However, applicants must obtain permission of acceptance in advance from the prospective faculty member by the method described in Section 2. below.</p> <p>Applicants for the first semester (April to September): By the end of November of the year prior to the year of acceptance. Applicants for the second semester (October to March) : By the end of May of the year of acceptance. *If the deadline falls on a Saturday, Sunday, national holiday, or a University's holiday, the application must be submitted by the previous business day.</p>
<b>2. How to Apply</b>	<p>(1) Please obtain permission of acceptance from the prospective faculty member by following method A or B below.</p> <p>A. If you have graduated or will graduate from a Japanese university: Contact directly the faculty member by whom you wish to be supervised by using his / her e-mail address listed in our Academic Staff Database. <a href="https://hyoka.ofc.kyushu-u.ac.jp/search/organization/04030000/english.html">https://hyoka.ofc.kyushu-u.ac.jp/search/organization/04030000/english.html</a></p> <p>B. Those who have graduated or will graduate from an overseas university The method of contact differs depending on the faculty member. Please contact the faculty member by whom you wish to be supervised by the method specified by him / her (*1). *1: Please refer to the following URL:<a href="https://www.hues.kyushu-u.ac.jp/eng/admission/#section04">https://www.hues.kyushu-u.ac.jp/eng/admission/#section04</a></p> <p>(2) Once you have received permission of acceptance from the prospective faculty member , please contact Student Affairs Division (Graduate School of Human-Environment Studies) (E-mail: <a href="mailto:jbkkyomu1ed@jimu.kyushu-u.ac.jp">jbkkyomu1ed@jimu.kyushu-u.ac.jp</a>). When contacting us, please inform us of your desired date of admission (April or October) and the name of the faculty member who has given permission of acceptance.</p> <p>(3) We, Student Affairs Division will inform you of the procedures to follow after permission of acceptance. Please follow our instructions and submit the following "3. documents to be submitted" to Student Affairs Division (Human-Environment Studies) by "4. Deadline for Submission of Application Documents". (Notes) Those who have received permission of acceptance from a faculty member whose contact method is e-mail instead of PSD in (1) and who have graduated (or will graduate) from a Chinese university must complete the application procedures at the Research Student Application Desk in the Beijing Office.(The application procedure will be announced by Student Affairs Division when the information in (3) is provided. After receiving permission of acceptance from the faculty member, please inform us by e-mail that you have received permission of acceptance from the faculty member).</p>
<b>3. Documents to Be Submitted</b>	<p>1. Application Form for Research Student (Form prescribed by University) 2. Résumé (Form prescribed by University) 3. Certificate of (expected) Graduation from the last school and Academic Transcript (If not in Japanese or English, attach Japanese or English translation) Applicants who are expected to obtain a bachelor's degree must submit a Certificate of Bachelor's Degree at the time of 5. Procedures for Admission. 4. Certificate of Japanese Language Proficiency (For international students only. However, this excludes applicants to the following programs: (1) Department of Urban Design, Planning and Disaster Management; (2)Department of Architecture.) 5. Application fee 9,800 yen (only for those newly admitted as a Research Student) Regarding 3. and 4., the Original Certificates must be submitted. *If you wish to extend the period of Research Student, you must submit another application. In this case, 3, 4, and 5 are not required. (In the case of a change of your supervisor for reasons other than his / her moving out or resignation, payment of the Application Fee is required.)</p>
<b>4. Deadline for Submission of Application Documents</b>	<p>Applicants for the First Semester (April to September): By February 16 of the Academic Year before your acceptance (*In case of foreigners residing abroad: by January 6 of the Academic Year before your acceptance)</p> <p>Applicants for the Second Semester (October to March) : By August 25 of the Academic Year of your acceptance (*In case of foreigners residing abroad: by July 6 of the Academic Year of your acceptance)</p> <p>*If the deadline falls on a Saturday, Sunday, holiday or a University's holiday, the deadline will be the following business day."</p>
<b>5. Procedures for Admission</b>	<p>Applicants who are approved to enroll will be notified by mail in person 1~2 months after the application is submitted (before the start of the semester). (We will not be able to answer by phone or email, so please do not inquire.)</p> <p>Those who have received this notification are required to follow the prescribed procedures and pay the following fees within the prescribed period.</p> <p>1. Entrance Fee: 84,600 yen (to be paid only by new applicants) 2. Tuition Fee per year: 356,400 yen</p> <p>Tuition Fee for the First Semester: 178,200 yen (half of the annual amount) must be paid by April 20, and for the Second Semester: 178,200 yen (half of the annual amount) must be paid by October 20. Note: Please keep in mind that the amounts of Admission and Tuition Fees are subject to change due to amendments to the Regulations.</p>
<b>6. Notes</b>	<p>1. The period of Research Student shall be six months or one year. (Applications beyond the Academic Year are not accepted.) If you wish to extend (continue) your period of Research Student due to needs of your Research, you must submit an "Application for Extension of Research Student" to Student Affairs Division (Human-Environment Studies) by the due date.</p> <p>2. If you wish to withdraw from Research Student, you must obtain approval from your supervisor and submit the "Application for Withdrawal" to the Student Affairs Division (Human-Environment Studies) by the due date. Please note that if you have not completed the withdrawal procedures, you will be required to pay Tuition Fee for that Semester.</p> <p>3. Students who fail to pay Tuition Fees or who are found to be unsuitable as Research Students will be expelled from Research Student. (Tuition will not be waived even if you are expelled.)</p> <p>4. For application for Certificate of Eligibility and Kyushu University's Dormitories (accommodations for international students), information will be sent to you by e-mail from the International Student Exchange Division, Kyushu University after your enrollment as a Research Student is approved.</p>