

APPLICATION PROCEDURES
International Master's Degree Program
(TUT-USM TWINNING PROGRAM)
Graduate School of Engineering
TOYOHASHI UNIVERSITY OF TECHNOLOGY
For the Academic Year 2018

1. Admission Policy for Toyohashi University of Technology

Toyohashi University of Technology provides unique bachelor's, master's or doctoral courses in technology that are geared toward producing creative, practical-minded leaders in different fields of technology, and the education received at our university also provides students with an appreciation of humanity, international perspectives and responsible coexistence with the environment. Our university is also at the forefront of conducting cutting-edge technological and scientific research for the future.

The following points outline the type of student this university seeks to enroll:

- (1) Those who have respect for humanity and the environment, and endeavor to contribute to local communities or to the world as a whole.
- (2) Those with a fundamental knowledge in technology or science who are ready to make significant achievements at the university level.
- (3) Those who take the initiative for their own education with the mindset of being a pioneer in a new field of science or technology.

Admission Policies for Master's Programs at Toyohashi University of Technology

Architecture and Civil Engineering

The Department of Architecture and Civil Engineering aims to train world-class, globally minded engineers with excellent leadership skills, and practical and creative abilities for the design and management of architecture, infrastructure and synthetic systems to maintain a sustainable society.

In order to achieve these goals, the department seeks students with the following qualities:

- Students with a strong interest in a wide range of issues related to natural environments, social systems, culture and human life, and motivation to seek solutions to problems related to these issues.
- Students with expertise in architecture and civil engineering, and a desire to conduct pioneering research in these areas.
- Students with creative ideas and the ability to be actively involved in the search for solutions to difficult problems.

2. Number of students to be enrolled:

Majors	number of students to be enrolled
Architecture and Civil Engineering	5 students

3. Qualifications for application:

This program is open to those candidates who have no legal limitation or hindrance to be admitted to the University under the "Immigration Control and Refugee Recognition Act" of Japan, and also to those pertaining to all of the following items from (1) to (4).

- (1) Those who are enrolled in the designated field of study in the Master Degree Course of Universiti Sains Malaysia(USM), and who are expected to obtain the required credits of the Twinning Program for the first half of their Master's curriculum.
- (2) Those who are recommended by Universiti Sains Malaysia (USM).
- (3) Those who are in good health, both physically and mentally.
- (4) Those who demonstrate sufficient degree of proficiency in English in order to take research guidance during this program.

4. Application procedure

Applicants must find a prospective supervisor at TUT and thoroughly communicate with him/her, and then obtain his/her approval before applying.

Documents Required for Application

Application document should be downloaded from the TUT's website and typewritten in English on A4 size paper. Certificates, transcripts, and other documents must be written in either Japanese or English. A document written in any other language must be attached with a Japanese or English translation.

(1) Application Form

Attach the photo to the designated place. The photo must be of upper body (above waist, 40mm x 30mm) with no hats, and not older than 3 months prior to this application. Digital photograph inserted in the form is also acceptable. This application form is required both-sided print.

(2) Certificate of graduation issued by the last university the applicant has attended

Only the original or a certified copy of transcript will be accepted. If the applicant has graduated from schools other than universities, a document certifying or describing that the school (s)he graduated from is a formal higher education institution must be attached.

(3) Official transcripts of both undergraduate course and master course

Only the original or a certified copy of transcript will be accepted. Please also submit an official document that specifies the grading system if it is not described on your transcripts.

(4) Research plan in detail on prescribed form (about 1,000 words)

(5) Letter of recommendation on prescribed form

It should be issued by the dean or the applicant's academic supervisor of Universiti Sains Malaysia (USM) with a personal knowledge of the applicant. This letter should be prepared within one page.

(6) Score certificate of English proficiency test

The score certificate of English proficiency test must be submitted.

【TOEIC: 590, TOEFL(iBT): 61, TOEFL(PBT): 500, IELTS: 5.5 or above is preferable.】

Those who have received degrees from institutions where all instruction is provided in English are eligible for exemption from submitting English test scores, but instead, an official document from their institution attesting to this must be submitted.

(7) Details of subjects the applicant took in USM (Copy of the syllabus, etc.)

Brief explanation of the subjects the applicant took in the 1st semester and is taking (or planning to take) in the 2nd semester.

If the course syllabus or official explanation is not available, the applicant must ask the faculties of the subjects to write a brief explanation.

(8) Examination fee: 30,000 yen

An examination fee of 30,000 yen must be paid exactly and in full before or at the same time as the application is submitted. All additional charge for making the remittance is the responsibility of the applicant. For the payment method, please inquire at the Entrance Examination Division of the university prior to the procedure.

Submission period

Applicants must submit the required documents by E-mail first, and then send the original documents by registered postal mail until the following deadline.

(1) Scanned (PDF) documents: April 20, 2018 - May 22, 2018 by 5:00 p.m. (Japan time)

(2) Original documents: May 1, 2018 - May 31, 2018 by 5:00 p.m. (Japan time)

Be note that submission of scanned documents is for checking purpose only, and application is accepted only if all original documents arrive TUT office by the deadline.

Application documents submitted to:

Entrance Examination Division

Toyohashi University of Technology

1-1 Hibarigaoka, Tempaku-cho, Toyohashi, Aichi, 441-8580 JAPAN

TEL: +81-532-44-6581

E-mail: nyushi@office.tut.ac.jp

<Note>

(1) Applications will not be considered if any of the documents are incomplete, incorrect, or lacking supporting evidence, nor will they be considered if they arrive after the deadline.

(2) Application materials (including Examination fee) once submitted become the property of the university office and will not be returned. If any of the documents cannot be re-issued (such as graduation certificates, transcripts etc.), please submit a certified copy instead.

(3) After the submission of documents, no changes will be accepted. If your contact address is amended, please report it immediately.

(4) Though supervision and instruction will be exclusively in English, successful applicants are strongly recommended to learn the Japanese language for their daily lives.

Advance Consultation for Physically Disabled Applicants

Applicants with disabilities (based on the level of the physical disability as stipulated in Article 22.3 of the School Education Act Enforcement Ordinance and the Services and Supports for Persons with Disabilities Act) should contact the Entrance Examination Division in advance because special consideration may be required for studying.

5. Method of selection

The selection will be carried out based on the documents, and an interview test may be scheduled when necessary. The interview will be designed to assess the applicant's personality and whether (s)he will be able to undertake the program in Toyohashi University of Technology.

6. Announcement of acceptance

July 27, 2018

The results of the selection will be notified to all applicants by E-mail first and successful applicants will receive the official result and enrolment procedure documents by postal mail later.

7. Admission expenses

Admission fee: 282,000 yen

Tuition fee: 535,800 yen per year (267,900 yen for each semester)

The admission fee must be paid before the designated date the program begins, and the tuition must be paid within the same calendar month of the start date of the program. In the case of a revision of the tuition fee, the new tuition fee for the program will be applied from the time the revision has been made.

In special cases, where regular students have financial difficulties in paying tuition but have shown excellent academic achievement, the university may waive the admission and tuition fee if the students apply for the waiver on the entrance formalities.

8. Enrolment

October 2018

9. Use of personal information

Personal information included on applications, such as the address, name, date of birth, etc., is properly managed and is used only for the following purposes:

- (1) Selecting applicants, announcing successful applicants, completing enrolment procedures and accompanying procedures
- (2) Manage enrolment and grades after enrolling
- (3) As statistical data to improve the method for selecting applicants

10. Security Export Control

Toyohashi University of Technology has established the Toyohashi University of Technology Security Export Control Regulations in accordance with the Foreign Exchange and Foreign Trade Act, and conducts strict examinations for acceptance of international students, etc. International applicants who fall under any of the conditions set out in said regulations may be unable to enter their desired course or program.

11. For inquiries, please contact:

Entrance Examination Division, Toyohashi University of Technology

1-1 Hibarigaoka, Tempaku, Toyohashi, Aichi, 441-8580 Japan

Tel: +81-532-44-6581 Fax: +81-532-44-6582

Web: <https://www.tut.ac.jp/english/international/>

E-mail: nyushi@office.tut.ac.jp