

Naruto University of Education Research Student (International Student) Application Requirements

(Enrollment in April / October 2024) Naruto University of Education

1 Object

If applicants wish to conduct research on a specific subject matter to prepare for the graduate school admission at the university, enrollment will be granted as a research student after screening as long as there is no hindrance to educational research.

2 Application Qualifications

(1) All applicants

Those who do not have Japanese nationality (who can acquire residence status (study abroad)) and who satisfy one of the following conditions ① to ④ regarding language ability

- ① Those who passed the Japanese Language Proficiency Test N2 or higher implemented by Japan Educational Exchanges and Services
- ② If the academic advisor of our university agrees to research guidance in English, applicants must take the TOEFL or TOEIC exam and be able to submit a TOEFL Official Score Report (iBT) over 60 points or TOEIC Official Score Certificate over 720 points
- ③ If the academic advisor agrees to research guidance in English, but applicants cannot take the TOEFL or TOEIC exams because their mother tongue (medium of instruction) is English, applicants must submit a statement from their school principal stating that they cannot take exams such as TOEFL and TOEIC because their mother tongue (medium of instruction) is English
- ④ If the academic advisor agrees to research guidance in English, applicants shall apply through any programs conducted by the Japan International Cooperation Agency (JICA).

(2) Undergraduate Research Student

Those who have completed 14 years of formal school education of a country outside of Japan or confirmed as having achieved suitable academic standards equivalent

(3) Postgraduate Research Student

Those who have completed 16 years of formal school education of a country outside of Japan or confirmed as having achieved suitable academic standards equivalent

3 Time of Enrollment and Research Period

(1) Time of enrollment : April 2024 or October 2024

(2) Research Period : Within one year (until the end of the academic year enrolled)

However, those who wish to continue their research can extend this period to within a total of two years with permission.

4 Application Documents

• **Application documents (excluding the examination fee) will be submitted through the academic advisor.** Applicants will pay for the examination fee by bank transfer etc., after confirming with the university that all the application documents are complete.

Please be sure to observe the deadline of payment as your application will be completed only when the examination fee is paid.

- Please use the designated form for documents marked with an asterisk (*) shown on page 2~3.
- Please be sure to attach Japanese translations of certificates, etc. when they are written in other languages.
- In some cases, the academic advisor may ask for documents to be submitted.

- For those who apply through any programs conducted by JICA, program application documents may be substituted for application documents.

No.	Document Name	Applicable Applicant	Abstract
1	* Application Documents Checklist	All	
2	* Application form for enrollment as international research student at Naruto University of Education	All	Please attach an ID photo (one of No.11)
3	* Research interests and personal information of the applicant	All	
4	* Certificate of health	All	Applicants should be diagnosed within 3 months before application
5	* Pledge	All	
6	* Dormitory request	All	
7	Transcript from the last school attended (Original)	All	
8	Graduation certificate or prospective graduation document of the last school attended (Original)	All	If a prospective certificate is submitted, a graduation (completion) certificate is to submitted by enrollment
9	Copy of diploma of the last school attended	Diploma holder only	
10	<ul style="list-style-type: none"> • Japanese Language Proficiency Test pass / fail notice (original) or certificate regarding results and results certification • TOEFL Official Score Report (iBT) • TOEIC Official Score Certificate • A statement from applicants' school principal stating that they cannot take exams such as TOEFL and TOEIC because their mother tongue (medium of instruction) is English (free style) 	All (one of any documents) (*3)	<ul style="list-style-type: none"> • The Japanese Language Proficiency Test N2 or above is required • TOEFL over 60 points (*1) • TOEIC over 720 points (*2)
11	3 Identical photos (4 cm × 3cm)	All	<p>Please write the applicant's name on the back.</p> <p>A photo of upper body, front facing, no hat and no background, taken within 3 months before application.</p> <p>Please attach one of them onto the application form of No.2.</p>

No,	Document Name	Applicable Applicant	Abstract
12	Examination Fee 9,800 yen	All	<u>"Do Not" pay the examination fee before document confirmation. Staff of International Services Office will contact the applicant to inform when it should be paid. Please wait until then. The examination fee will not be refunded for any reason. All the transfer fees will be borne by the applicant (client's responsibility).</u> (For those who apply through any programs conducted by JICA, we will send an invoice to JICA.)
13	Copy of passport	Passport holder only	
14	Copy of Resident Card (Alien Registration Certificate)	Japan residents	Please submit both sides.
15	* Application for certificate of eligibility	Foreign residents (*3)	
16	* Written proof of supporter	Foreign residents (*3)	Please indicate how the applicant will be able to pay living expenses (enrollment fee, tuition fee, etc.). Please indicate how the applicant intends to remit and bring money.
17	Certificate of deposit balance, Copy of bankbook of supporter	Foreign residents (*3)	
18	Documents certifying applicant's financial supporter's income [Income / employment certificate, taxation certificate, income and withholding tax certificate, copy of final return, etc.]	Foreign residents for whom the person other than himself/herself will pay the expenses (*3)	In fact, resident eligibility inspection has become stricter in recent years. Please be aware that if the documents are insufficient, even if the applicant applies for a Certificate of Eligibility for Resident Status from the university, permission may not be granted.
19	Official Certificate of relationships between applicant and supporter	Foreign residents for whom the person other than himself/herself will pay the expenses (*3)	
20	* Acceptance letter of research student (International Student)	(*4)	Created by the academic advisor.
21	* Research Plan of research student (International Student)		

- (*1) TOEFL examinees should arrange for the Educational Testing Service to send the Official Score Report (iBT) (Official Scorecard) to the university's admission office. Our university's DI-CODE is 8774. Please submit a copy of the Examinee Score Record that is sent from ETS to the examinees.
- (*2) TOEIC examinees should submit a copy of the Official Score Certificate sent from the implementing institute to the examinees. (Copies may be compared to the original, so please carefully keep the original.)
- (*3) Except for those who apply through any programs conducted by JICA.
- (*4) Acceptance letter of research student (International Student) and Research Plan of research student (International Student) are documents created by the academic advisor.

5 Admissions Deadlines

- Please send all application documents excluding the examination fee to the academic advisor for document confirmation to check for deficiencies before issuance of an application receipt. **As a result of document confirmation, those who are eligible to apply will pay the examination fee and will have applied. In particular, in the case of applications from overseas, pay attention to the deadline.**
- In the case of applications through any programs conducted by JICA, the timing of application and whom to send may differ depending on the program implementation schedule and so on.

Desired enrollment date	Applications deadlines	NUE admissions hours of operation
April 2024 Enrollment	Foreign residents Document confirmation deadline : November 2, 2023 (Thursday) Examination fee payment deadline : November 17, 2023 (Friday) Japan residents * Document confirmation deadline : January 5, 2024 (Friday) Examination fee payment deadline : January 19, 2024 (Friday)	8:30 - 17:15 However, Saturdays, Sundays, holidays year-end and New Year holidays are excluded.
October 2024 Enrollment	Foreign residents Document confirmation deadline : May 7, 2024 (Tuesday) Examination fee payment deadline : May 17, 2024 (Friday) Japan residents * Document confirmation deadline : July 5, 2024 (Friday) Examination fee payment deadline : July 19, 2024 (Friday)	

*Those who have effective residence status to live in Japan until enrollment

6 Examination fee payment options

(1) Applying as a Japan resident

Please pay by bank transfer.

Examination fee : 9,800 yen

(Note) In addition to the examination fee, a financial institution fee is required.

Please transfer to the following account.

Financial institution : Post Office

Deposit account item : Dedicated bank transfer account

Account number : 01670-0-92473

(Account number for transfer from financial institutions other than Yucho Bank Branch 169 Account 0092473)

Furigana: Kokuritsu Daigaku Houjin Naruto Kyoiku Daigaku Kentei Ryo

Account name: National University Corporation Naruto University of Education examination fee

(Note) Please fill in "Name" of the enrollee and "Kentei Ryo" in message.

Entry example: Naruto Taro (Kentei Ryo)

(2) Applying as a foreign resident

In principle, you need to ask an attorney in Japan to pay the examination fee referring to the above-mentioned "(1) Applying as a Japan resident".

If there is no attorney in Japan, you may choose "(b) when transferring from a foreign country" described below. Please confirm the remittance amount and application period when taking a procedure. (We would not get involved in any trouble concerning foreign remittance.)

Having completed the above-mentioned procedure, you need to send a 'foreign remittance request form' (with receipt stamp or signature of the remittance bank), name, address, and contact details by E-mail to International Services Office, Division of Student Affairs, Naruto University of Education (E-mail: kokusai@naruto-u.ac.jp).

(a) When asking an attorney in Japan to pay the examination fee, please follow the instruction mentioned above (1) Applying as a Japan resident.

(b) When transferring from a foreign country, you need to pay total amount of the below (i) + (ii) + (iii) + (iv).

【Breakdown】

- (i) Examination fee 9,800 yen
- (ii) (Japan) Foreign remittance handling fee of Awa Bank Naruto Branch 4,500 yen
- (iii) (Home country) Foreign remittance handling fee of remittance source bank amount determined by the remittance source bank, etc.
- (iv) (Home country) Foreign remittance handling fee of remittance transit bank amount determined by the remittance correspondent bank, etc.

Please transfer the sum of (i) the examination fee and (ii) Foreign remittance handling fee of Awa Bank Naruto Branch in yen (JPY) from the nearest bank dealing with foreign remittance to the following bank account.

All the transfer fees related to foreign remittance ((iii) and (iv)) will be borne by the applicant (client's responsibility). Please confirm the amount of foreign remittance handling fee of remittance transit bank at remittance source bank if the fees are required by both banks respectively. Please inform the remittance bank

that "all bank transfer fees will be the responsibility of the applicants" and complete the remittance procedure.

(3) Applying as an applicant of any JICA programs

Naruto University of Education requests JICA to pay based on the invoice issued by us.

SWIFT CODE		AWABJPJT
Bank Name	阿波銀行	THE AWA BANK, LTD.
Branch	鳴門支店	Naruto Branch
Bank address	〒772-0003 徳島県鳴門市撫養町南浜字東浜663	〒772-0003 663, Higashihama, Minamihama, Muya-cho, Naruto-shi, Tokushima, Japan
Deposit account item	普通預金	Ordinary account
Account number	1 2 9 1 4 0 3	1291403
Account name	国立大学法人 鳴門教育大学長 佐古秀一	SAKO HIDEKAZU THE PRESIDENT
Name in kana	コクリツダ イクエ ナカジマ ナルキョウイクダ イクエ ナカジマ	THE NATIONAL UNIVERSITY CORPORATION NARUTO UNIVERSITY OF EDUCATION
University address	〒772-8502 徳島県鳴門市鳴門町高島 字中島748番地 電話番号 088-687-6060	〒772-8502 748, Nakajima, Takashima, Naruto-cho, Naruto-shi, Tokushima, Japan TEL : +81-88-687-6060
Purpose of remittance	入学検定料	Examination fee
Message	志願者氏名を記入	Name of the applicant

7 Enrollee screening

Screening will be conducted based on the application documents.

8 Screening result

Applicants will be notified.

9 Enrollment procedure

Those who pass the enrollee screening must submit documents specified separately by the designated date and pay the enrollment fee and tuition fee.

• Enrollment fee 84,600 yen (2023 academic year results)

• Tuition fee (the first semester) 173,400 yen (2023 academic year results)

(the second semester) 173,400 yen (2023 academic year results)

(Note) (1) The enrollment fee will not be refunded for any reason.

(2) The enrollment fee is the current amount, and if it is revised, the revised amount will be applicable.

(3) Please pay the tuition fee for the first semester between April 1, 2024 (Monday) and April 30, 2024 (Tuesday).

- (4) Please pay the tuition fee for the second semester between October 1, 2024 (Tuesday) and October 31, 2024 (Thursday).
- (5) If the tuition fee is revised, the new tuition fee will be applicable from the time of the revision.

10 Notes

- ① Please be sure to obtain the informal consent of the academic advisor who intends to accept the research guidance before applying.
- ② If there are any omissions or other deficiencies in the submitted documents, they will not be accepted.
- ③ If a prospective graduation certificate is submitted at the time of application, you need to submit a graduation certificate, etc. before enrollment.
- ④ In principle, we request the applicants to fill out the application form in Japanese and describe the research content in detail in particular.
- ⑤ If false entries are made in the submitted documents, enrollment may be canceled even after enrollment.
- ⑥ No matter what circumstances arise after submitting application, the submitted documents will not be returned.
- ⑦ In principle, the name notation used at the university after enrollment will be as stated in the applicant's passport, and the furigana will be as stated on the application form.
- ⑧ Research student enrollment and enrollment in the graduate school of the university are unrelated. Enrollment in the graduate school is not prioritized even if the applicant is a research student.
- ⑨ Non-payment of the tuition fee may lead to expulsion.
- ⑩ If the applicant drops out due to an act in violation of school regulations or various inner rules of the university, the tuition fee for the enrolled term will be collected.
- ⑪ Research students (international students) are supposed to attend more than 10 hours of classes per week. However, credits cannot be acquired.
- ⑫ Personal information will be appropriately managed based on the "Law concerning the Protection of Personal Information held by Independent Administrative Corporations, etc." and the "National University Corporation Naruto University of Education Personal Information Protection Regulation". Personal information included in the application documents, etc. will be used and managed by the university for enrollment procedures, immigration procedures, and for affairs related to study after enrollment, and will not be used or provided for other purposes.

11 Contact information

〒772-8502

748, Nakajima, Takashima, Naruto-cho, Naruto-shi, Tokushima

International Services Office, Division of Student Affairs, Naruto University of Education

TEL : +81-88-687-6111

FAX : +81-88-687-6044

E-mail : kokusai@naruto-u.ac.jp

12 Flow of application

- ① Please find applicants' desired academic advisor on the university's website, etc. (There is no contact window at the university.)
- ② It is necessary for applicants to directly contact the academic advisor, sufficiently consult with them regarding the research content and obtain their informal consent. (It generally takes time to gain consent.) In addition, not all faculty members can accept research students.

- ③ Application documents (excluding the examination fee) will be submitted through the academic advisor. For foreign residents in particular, please note that it takes time to exchange of documents.
- ④ In principle, the Japanese Language Proficiency Test N2 or higher is required to become a research student at our university.
- ⑤ If the academic advisor agrees to "research guidance in English", the Japanese Language Proficiency Test N2 or higher is not necessary, but a TOEFL Official Score Report (iBT), a TOEIC Official Score Certificate, or a statement from applicants' school principal stating that they cannot take exams such as TOEFL and TOEIC because their mother tongue (medium of instruction) is English, is required. However, it is recommended applicants have Japanese ability at least Japanese Proficiency Test N3 level for daily life in Japan.
- ⑥ Although confirmation of application documents is required when applying, it will not be given if the documents are incomplete. Application will be completed when those who are permitted to apply with confirmation of application documents pay for the examination fee by deadline. Applicants are responsible for charges of the examination fee payment.
- ⑦ Enrollment screening will be conducted based on document screening. Successful applicants will be notified, so please pay the admission fee by the deadline. Applicants are responsible for charges of the admission fee payment.
- ⑧ The tuition fee will be paid by the designated deadline after enrollment.