

Guidelines for Research Student Applications for the Academic Year 2025, Faculty of Integrated Arts and Sciences Tokushima University

1 Overview of the Program

This program is for students who seek to conduct research for specific themes under the guidance of academic advisors. There is no credit offered in this program.

2 Requirements

Those who are equivalent to any of the following three criteria:

- (1) Individuals who have obtained a bachelor's degree in accordance with the Japanese provisions of Article 104, Paragraph 7 of the School Education Act.
- (2) Individuals who have completed a 16-year course of study in a school education system outside Japan
- (3) Others who are accepted by our department as having research ability (including those whose period of school education in a country outside Japan is less than 16 years).

※ Those who meet the criteria in (3) need to undergo the qualification screening below.

Qualification Screening

(1) Required Documents

- ① Application Form for Qualification Screening (出願資格審査申請書 *Shutsugan Shikaku Shinsa Shinseisho*)
- ② Statement of Purpose (志望理由書 *Shigan Riyu-Sho*)
- ③ Application Form for Admission (入学願書 *Nyu-Gaku Gan-sho*)
- ④ Certificate of Graduation or Diploma from the institution granting the applicant's most advanced educational attainment (卒業証明書または卒業証書 *Sotsugyou Shoumei-sho or Sotsugyou Shou-sho*)
- ⑤ Academic Transcript from the institution granting the applicant's most advanced educational attainment (学業成績証明書 *Gakugyou Seiseki Shoumei-sho*)
- ⑥ Self-addressed Return Envelope (返信用封筒 *Hen-shin you Fuutou*)

(⑥ is only for those residing in Japan who wish to receive notifications by mail)

Please affix the necessary postage stamps and clearly indicate your postal code, address, and name.

< Important Information Regarding Required Documents >

1. Please attach a Japanese translation to any certificates or documents written in a language other than Japanese.
2. For those who have graduated from higher education institutions in China, academic records will be verified online. Please obtain an inquiry number from the China Higher Education Student Information Network (<http://www.chsi.com.cn/xlcx/bgcx.jsp>) and submit it.

(2) Submission Period

First semester <April to August>

For international applicants who have not obtained a visa: The submission period is from Tuesday, September 24, 2024, to Friday, September 27, 2024, by 5:00 PM (must be received by this time).

For those other than the above: The submission period is from Monday, November 11, 2024, to Friday, November 15, 2024, by 5:00 PM (must be received by this time).

Second semester <October to February>

For international applicants who have not obtained a visa: The submission period is from Monday, March 17, 2025, to Friday, March 21, 2025, by 5:00 PM (It must be received by this time)
(The submission period excludes March 20, 2025, which is a public holiday).

For those other than the above: The submission period is from Monday, June 16, 2025, to Friday, June 20, 2025, by 5:00 PM (must be received by this time).

(3) Submission Address:

Japanese: 〒770-8502 徳島市常三島町1-1 徳島大学総合科学部事務課学務係

Romaji: 770-8502 Tokushima-shi, Jyosanjima-cho 1-1, Tokushima Daigaku Sougoukagakubu Jimu-ka, Gakumugakari (Student Affairs Office of the Faculty of Integrated Arts and Sciences)
(Refer to 1 on the Campus Map)

(4) Results of the qualification screening

First semester <April to August>

For international applicants who have not obtained a visa: The results will be sent to applicants by Friday, October 11, 2024.

For those other than the above: The results will be sent to applicants by Friday, December 13, 2024.

Second semester <October to February>

For international applicants who have not obtained a visa: The results will be sent to applicants by Friday, April 11, 2025.

For those other than the above: The results will be sent to applicants by Friday, July 11, 2025.

3 Application Procedures

1. Domestic Applicants: Submit the necessary documents, including the application form, in person or by mail to the designated reception location.
2. If it is difficult to submit the necessary documents in person, you can use the online method. In this case, send the application form (downloadable from the university website) via email to the Student Affairs Section of the Faculty of Integrated Arts and Sciences and pay the examination fee by credit card or China UnionPay card. The required documents must be mailed to the designated reception location and must arrive within the application period. The application procedure is complete when all documents have arrived and there are no deficiencies. Simply sending the application form online without other necessary documents does not complete the application process.

Application Guide for Faculty of Integrated Arts and Sciences, Tokushima University:

<https://www.ias.tokushima-u.ac.jp/admission/research-student/>

(1) Application Period:

First Semester <April to August>

For international applicants who have not obtained a visa: The submission period is from Monday, November 11, 2024, to Friday, November 15, 2024.

For those other than the above: The submission period is from Tuesday, January 14, 2025, to Friday, January 17, 2025.

Second Semester <October to February>

For international applicants who have not obtained a visa: The submission period is from Monday, May 12, 2025 to Friday, May 16, 2025.

For those other than the above: The submission period is from Monday, August 18, 2025, to Friday, August 22, 2025.

(2) Submission Address:

Japanese: 〒770-8502 徳島市常三島町1-1 徳島大学総合科学部事務課学務係

Romaji: 770-8502 Tokushima-shi, Jyosanjima-cho 1-1, Tokushima Daigaku Sougoukagakubu Jimu-ka, Gakumugakari (Student Affairs Office of the Faculty of Integrated Arts and Sciences)

Phone: 088-656-7108

E-mail: skgakumk@tokushima-u.ac.jp

(Refer to 1 on the Campus Map)

(3) Required Documents:

※1 Application Form: (入学願書 <i>nyugakugan-sho</i>)	① Fill in the necessary information on application form (Annex Form 1-4 Tokushima University Research Student Enrollment Application) and attach a photo (upper body, no hat, facing front, taken within the last three months, 4 cm x 3 cm). ② Obtain the approval stamp from the supervising (advisor) professor ③ Applicants who apply via the Internet should submit this application, as well.
Consent Form: (承諾書 <i>syoudaku-sho</i>)	Submit annex form 2 (Letter of acceptance) if employed.
Medical Certificate (健康診断書 <i>kenkoushindan-sho</i>)	Submit the attached form (annex form 3), completed and sealed by a physician within three months of the application reception.
Guarantee Form (保証書 <i>hoshou-sho</i>)	Not required for international students. (外国人留学生は不要です。Gaikokujin ryugakusei wa fuyou desu.)
Code of Conduct Pledge Form (誓約書 <i>seiyaku-sho</i>)	Fill in the attached form (annex form 5-1: Promissory letter) by the applicant in their own handwriting.
※2 Certificate of Graduation or Diploma: (卒業証明書または卒業証書・学位記 <i>Sotsugyou shoumei-sho matawa sotsugyou shousho gakui-ki</i>)	Submit the original certificate of graduation or the original diploma from the most advanced educational institute. The original diploma from the most advanced educational institute will be returned later.
Application for Certificate of Admission (入学許可証明書交付願 <i>Nyugaku kyoka shoumei-sho koufu-gan</i>)	Submit (Application for Certificate of Admission: 入学許可証明書交付願) if a certificate of admission is needed for visa acquisition.
Pre-Confirmation Sheet (for international students only) (事前確認シート (外国人留学生のみ) <i>Jizen kakunin shito (gaikokujinryugakusei nomi)</i>)	The supervising professor must create and submit this document.
※3 Reference Number (for graduates of higher education institutions in China) (照会番号 (中国高等教育機関卒業者のみ) <i>Shoukai bangou (Chugoku koutou kyouiku kikan sotsugyou-sha nomi)</i>)	Submit the reference number obtained from CHSI (China Higher Education Student Information) site (http://www.chsi.com.cn/xlcx/bgcx.jsp)
Examination Fee (検定料 <i>kentei-ryou</i>)	9,800 yen Pay at the Accounting Section of the Jyosanjima Campus Administration Office after confirming the application eligibility with the Student Affairs Office. (The examination fee can also be paid online. Refer to the Tokushima University International Student Portal for details: https://www.tokushima-u.ac.jp/isc/admission/)
Other	If requested by the university, please submit other necessary documents as needed.

Note

※1 We are not able to accept incomplete documents.

※2 Any certificates written in languages other than Japanese must have a Japanese translation attached.

※3 If applicants submit ※1, ※2 and ※3 for the qualification screening, it is not necessary to resubmit.

4 Enrollment Period

The beginning of each semester: April for the first semester, October for the second semester.

5 Enrollment Procedures

(1) Expenses (as of June 1st, 2024)

- ① Admission Fee: ¥84,600
- ② Tuition Fee (monthly): ¥29,700
- ③ Student Accident Insurance (annual): ¥1,000

(2) Payment period

- ① Admission Fee: By the end of March for the first semester, by the end of September for the second semester after approval by the faculty meeting.
- ② Tuition Fee: By the end of April for the first semester, by the end of October for the second semester.
- ③ Student Accident Insurance: At the time of enrollment.

(3) Payment Location:

Jyosanjima Campus Accounting Office, Tokushima University 会計課経理係 (*kaikeika keiri gakkari*)
2-1 Minamijosanjima-cho, Tokushima 770-8506

(Refer to 18 on the Campus Map)

(4) Payment Method

In principle, payments should be made in cash at the counter.

6 Note

Fees are as of June 1, 2024, and are subject to change.

7 Campus Map



- ★ 1. Student Affairs Office (学務係 *Gakumu-Gakan*) for the Faculty of Integrated Arts and Sciences (総合科学部 *Sougou Kagaku-bu*)
- 18. Jyosanjima Campus Accounting Office, Tokushima University (会計課経理係 *Kaikeika Keiri Gakan*)

1. Building No.1 (Ichigou-Kan), Faculty of Integrated Arts and Sciences
2. Building No.2 West (Nigou-Kan), Faculty of Integrated Arts and Sciences
3. Regional Cooperation Plaza: Keyaki Hall
4. Building No.2 East (Nigou-Kan), Faculty of Integrated Arts and Sciences
5. Building No.3 (Sangou-Kan), Faculty of Integrated Arts and Sciences
6. Liberal Arts and Sciences Building No.4 (Yongou-Kan)
7. Liberal Arts and Sciences Building No.5 (Gogou-Kan) & Health Service, Counseling and Accessibility Center
8. Liberal Arts and Sciences Building No.6 (Rokugou-Kan) & Center for Community Engagement and Lifelong Learning
9. Student Hall (Gakusei Kaikan) and UNIV COOP Shop
10. Regional and International Exchange Hall (Glocal Communication Hall) & Center for Community Engagement and Lifelong Learning
11. Cafeteria: Kirara
12. Gymnasium
13. Clubhouse
14. Library
15. Building for Department of Civil and Environmental Engineering & Research Center for Management of Disaster and Environment
16. Laboratories for Department of Civil and Environmental Engineering
17. Building for Department of Electrical and Electronic Engineering
18. The Common Lecture Building
19. Innovation Plaza
20. Building for Department of Mechanical Engineering
21. Building for Department of Chemical Science and Technology and Biological Science and Technology
22. Research and Experimentation Laboratories
23. Building for Department of Optical Science and Technology
24. Center for Administration of Information Technology & Building for Graduate School
25. Information Science and Intelligent Systems South Building
26. Information Science and Intelligent Systems North Building
27. Practice Building for Department of Mechanical Engineering
28. Memorial Hall of Alumni (Engineering)
29. Cafeteria: Emi*re
30. Cafeteria: CREA
31. Institute of Post-LED Photonics
32. Building Incubation Facilities & Center for Research Administration & Collaboration & Industry-University R&D Startup Leading Institute
33. Venture Business Development Laboratory
34. Cafeteria: Sanjo
35. Extracurricular Activities Building

(別紙第 1 の 4 号様式)
(Annex Form 1-4)

令和 年度徳島大学研究生入学願書
((year) Tokushima University Research Student Enrollment Application)

令和 年 月 日
(Date:)

徳 島 大 学 長 殿
(To the President of Tokushima University)

私は貴学の研究生として入学したいので、許可くださるようお願いします。
(I hereby apply to enroll at Tokushima University as a Research Student.)

ふ り が な (F u r i g a n a) 氏 名 (N a m e)	男 ・ 女 (Male / Female) 年 月 日生 (Date of birth)	写真貼付 (Attach photo here) (正面・脱帽) (Full face with no hat) 縦 4cm×横 3cm (Vertical 4 cm × horizontal 3cm)
最 終 学 歴 (Highest level of education)	年 月 (卒業・卒業見込・修了・修了見込) (Date:) (Graduated / Expect to graduate / Completed a course / Expect to complete a course)	
勤 務 先 (Place of work)	TEL () -	
現 住 所 (Current address)	〒 (Postcode) TEL () - / E-mail (@)	
志 望 学 部 , 研 究 科 又はセンター (Faculty, school or center where you want to study)		
在学希望期間 (Desired period of study)	令和 年 月 日 ~ 令和 年 月 日 (From (date): to)	
研 究 題 目 (R e s e a r c h s u b j e c t)		
指 導 教 員 (A d v i s e r)		承認印 (A p p r o v a l)
備 考 (R e m a r k s)		

※ 1 願書は志願者本人の自筆で記入してください。 (*1 The applicant should fill in the application themselves.)
※ 2 「承認印」欄は、事前に研究指導教員に確認の上、押印を依頼してください。
(*2 Ask the adviser who has agreed to accept you for their signature in the Approval field.)
※ 3 提出された個人情報 は、入学の選考、学籍管理に関する業務 (追跡調査を含む。) のみに使用します。
(*3 Personal information will only be used for selection and registration purposes (including tracking studies).)

(別紙第 1 の 4 号様式)
(Annex Form 1-4)

履 歴 事 項 (Personal background)	
学 歴 (Academic background)	
年 月 日 (Date:)	
年 月 日 (Date:)	
年 月 日 (Date:)	
年 月 日 (Date:)	
年 月 日 (Date:)	
年 月 日 (Date:)	
年 月 日 (Date:)	
年 月 日 (Date:)	
職 歴 (Professional background)	
年 月 日 (Date:)	
年 月 日 (Date:)	
年 月 日 (Date:)	
年 月 日 (Date:)	
年 月 日 (Date:)	
年 月 日 (Date:)	
賞 罰 (Awards and penalties)	

※ 1 学歴は高等学校卒業から記入してください。
ただし、外国人出願者は小学校から記入し、大学等で研究生として在学歴がある場合は、その期間も記入してください。

(*1 Fill in your academic background starting with the name of your high school.
However, foreign applicants should start with the name of their elementary school and add the period for any time spent as a research student at university.)

※ 2 履歴に虚偽の事項を記入したことが判明した場合は、入学許可を取り消すことがあります。
(*2 If any falsehoods are discovered in the information provided, your admission may be revoked.)

(別紙第 2 号様式)
(Annex Form 2)

令和 年 月 日
(Date:)

徳 島 大 学 長 殿
(To the President of Tokushima University)

所属長
(Supervisor)

氏 名
(Name)

印
(Seal or Signature)

承 諾 書
(Letter of acceptance)

下記の者が貴学に として入学することを承諾します。
(I consent to the person named below to attend Tokushima University as a)

記
(Details)

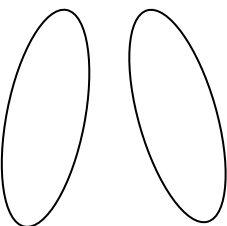
氏 名
(Name)

所 属
(Affiliation)

在学期間 令和 年 月 日 ～ 令和 年 月 日
(From (date): to)

(Annex Form 3)

(Non-degree student / research student)

ふりがな (Furigana)			
氏 名 (Name)		男(Male) 女(Female)	
生年月日 (Date of Birth)		年 月 日 生 (Date of birth)	
現 住 所 (Current address)			
TEL () -			
健 康 の 状 況 (State of health)	胸部 (Chest)		その他の疾病 及び異常 (Other diseases or Abnormalities)
	間接 (Indirect)		
	直接 (Direct)		
	撮影年月日 (Date:) (年 月 日) (Date:)	医 師 所 見 (Medical Findings)	
所見 (Findings)			
診断の結果上記のとおり相違ないことを証明する。 (I hereby certify that the above findings are correct.)			
令和 年 月 日 (Date:)			
住所(所在地) (Address)			
医療機関名 (Name of medical institution)		TEL ()	
医師の氏名 (Name of doctor)		印(Seal or Signature)	

[illegible]

入学年度(Academic year of enrollment)	令和 年度 (Year:)
学部・学科 (Faculty, Department) 及び専攻 (and Majoror)	

令和 年 月 日提出
(Submitted date:)

保 証 人 (Guarantor)	現住所 (Current address)	都道府県名 (Prefecture)	市区又は郡町村名 (City or village)	町 名 ・ 番 地 等 名 (Street)																												郵便番号 (Postal code)			
																																<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 20px; height: 20px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin-right: 5px;"></div> — <div style="border: 1px solid black; width: 20px; height: 20px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div>			
	フリガナ (Furigana)																																		
	氏名 (Name)	<div style="text-align: center;"> <p>(Seal or Signature)</p> </div>												生 年 月 日 (Date of birth)	大正・昭和・平成 (Taisho / Showa/Heisei) 年 月 日 (Year Month Day)	学生との関係 (Relationship with the student)		勤務先及び職業 (Place of work and occupation)		電話番号(Telephone) 自宅(Home)															
	フリガナ (Furigana)																													勤務先(Place of work)					

(I hereby assume responsibility for the personal behavior of the above named person, including compliance with the various regulations while at Tokushima University. Moreover, I will ensure that the specified tuition fees and other obligations to Tokushima University are fulfilled and take responsibility for payment by the deadline set.)

学 生 (Student)	現住所 (Current address)	都道府県名 (Prefecture)	市区又は郡町村名 (City or village)	町 名 ・ 番 地 等 名 (Street)																														郵便番号(Postal code)							
																																		<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 30px; height: 30px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 30px; height: 30px; margin-right: 5px;"></div> <div style="margin: 0 5px;">-</div> <div style="border: 1px solid black; width: 30px; height: 30px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 30px; height: 30px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 30px; height: 30px;"></div> </div>							
	フリガナ (Furigana)																																								
	氏名 (Name)								生 年 月 日 (Date of birth)	昭和・平成 (Showa / Heisei) 年 月 日 (Year Month Day)	世帯主 氏 名 (Head of household)		学生との 続 柄 (Relationship with the student)		電話番号(Telephone)																										
	フリガナ (Furigana)														自宅(Home)																										
																携帯(Mobile phone)																									

(注) 1 ※印は記載しないこと。(Do not sign.)

(Notes:) 2 保証人は、なるべく保護者とすること。ただし、やむを得ないときは、保護者以外で満21歳以上の身元確実な者でもよい。
(The guarantor should be a parent if possible. However, if this is not possible, the guarantor should be a person of good standing, aged 21 or more.)

3 保証人は、「保証書」、「身上調書」とも全て同一とすること。(The guarantor should be the same for warranty certificate and personal record.)

4 保証人の変更又は住所等記載事項に変更を生じたときは、速やかに届け出ること。(If the guarantor changes or changes their address, notify the university promptly.)

5 保証人 欄及び学生欄は、本人が自ら記入すること。(The guarantor field and student fields should each be filled in by the relevant person.)

(別紙第 5 の 1 号様式)
(Annex Form 5-1)

誓 約 書
(Promissory letter)

徳 島 大 学 長 殿
(To the President of Tokushima University)

私 は 貴 学 に 入 学 の う え は ,
学 則 及 び 諸 規 則 を 守 り , そ の
構 成 員 と し て の 責 務 を 履 行
す る こ と を 誓 い ま す 。

(On enrolling with Tokushima University, I hereby swear to abide by the regulations of the university and act responsibly as a member of the university.)

令和 年 月 日
(Date:)

所 属
(Affiliation)

氏 名
(Name)

入学許可証明書交付願

令和 年 月 日

徳島大学総合科学部長 殿

下記のとおり証明書交付をお願いします。

記

(1) 申請者氏名 (自署) _____

(2) 入学希望者の^{フリガナ}氏名 _____

(3) 入学希望者の生年月日・性別
_____ 年 月 日 ・

(4) 在籍区分 (○で囲む)
学部学生 ・ 大学院生 ・ 研究生 ・ 特別聴講学生 ・ 科目等履修生

(5) 発行依頼理由 _____

(6) 発行部数 _____ 部

研究生 入学希望者 各位
(最終学歴が中国の者のみ)

以下から発行される照会番号を提出してください。

<http://www.chsi.com.cn/xlcx/bgcx.jsp>

在线验证

验证报告简介

防伪措施

验证真伪

学信二维码

特点和用途

如何申请

如何使用

如何延期

特别声明

学信网

聘

欢迎加入

学籍/学历在线验证报告查询

请输入报告中的在线验证码：

查询

提供的验证：

1. 《教育部学历证书电子注册备案表》(含中文版和英文版)

2. 《教育部学籍在线验证报告》(含中文版和英文版)

声明：

教育部关于重申中国高等教育学生信息网是学历证书查询唯一网站的公告

教育部文件

教发〔2009〕28号

教育部关于重申中国高等教育学生信息网是学历证书查询唯一网站的公告

从2009年起，我国开始对高等教育学历证书实行电子注册

教育部公告

教育部公告2009年第28号

教育部公告2009年第28号