

2023 Admission Guide

Department of Mechano-Informatics

Graduate School of Information Science and Technology The University of Tokyo

Master's Program

Doctoral Program

Contact [Department Administration Office]

Engineering Bldg. 2, 3rd Floor, 7-3-1 Hongo, Bunkyo-ku, Tokyo 113-8656, JAPAN
Department Team (Mechano-Informatics), Graduate School of Engineering / Information
Science and Technology Academic Affairs Division, The University of Tokyo.
TEL: 03-5841-6302 E-mail: kyoumu@office.mech.t.u-tokyo.ac.jp

Under “Prospective Students” on
https://www.i.u-tokyo.ac.jp/index_e.shtml
click on “Admissions” → “Departments and Faculty”
→ “Mechano-Informatics” → “Admissions”

In addition to this brochure, be sure to refer to “Admission Guide: Graduate School of
Information Science and Technology, The University of Tokyo.”

(I) Master's Program

- (1) Applicants should refer to the “AY 2023 Admission Guide: Master's Program, Graduate School of Information Science and Technology, The University of Tokyo”.

- (2) Preference Card

In the “Preference Card” (for the Master's Program), indicate your preferences for a thesis advisor, field of study, etc., and submit the card together with your other application documents.

(Note: Select at most 10 preferred advisors who are able to accept students from the list in the “Faculty and Laboratories of Department of Mechano-Informatics” section at the end of this brochure. Select either Yes or No in the “Willingness to enroll” column.)

- (3) Expertise Assessment Card

Submit two-pages document to assess your expertise regarding research activities, creative activities in a university lecture or practicum, and extracurricular activities.

- (4) Examination Schedules

- a. Document screening

Document screening will be conducted based on the submitted documents. Regarding the notification of the screening, refer to the “AY 2023 Admission Guide: Master's Program, Graduate School of Information Science and Technology, The University of Tokyo”.

- b. General education subjects

Mathematics examination is conducted. Refer to the “AY 2023 Admission Guide: Master's Program, Graduate School of Information Science and Technology, The University of Tokyo” for detail.

- c. Foreign language (English)

TOEFL scores will be used to evaluate the applicants' English skills. For details, refer to “Guidelines for Submission of TOEFL Scores (for AY2023 Entrance Examinations).

- d. Specialized subjects and oral examination

The examination will be conducted only for applicants who have passed the document screening and TOEFL scores are considered valid for submission. The oral examination will be held online.

This document is a translation from the official Japanese version.
In the case of conflict, the Japanese version shall prevail and conclusive.

Examination date	Examination times	Examination subjects	Examination content	Notes:
August 22 (Monday), 2022 – August 26 (Friday), 2022	Between 9:00 a.m. and 6:00 p.m.	Mechano-Informatics	<p>Mechano-Informatics (Oral Examination)</p> <p>English presentation of expertise, field of study and research plan (7 minutes) and oral examination.</p> <p>Topics related to linear algebra, analysis (differential/integral calculus, ordinary differential equations, etc.), probability / statistics, mechanics-related fields (mechanical dynamics, control, mechatronics, robotics) and information-related fields (fundamentals of information science, digital circuits, computers, software) might be asked during examination.</p>	The URL of online examination will be announced by mid-August.

(5) Important Notes

- a. Applicant must prepare a Windows or Mac with camera and connect to the Zoom for the online oral examination.
- b. Applicant must prepare slides for the presentation in advance and share the screen during the oral examination.
- c. Applicants wishing to enter the School in October must confirm their eligibilities with the Department Administration Office before submitting their applications.
- d. For other notes, carefully read the “Notes for Specialized subjects and oral examination” section of this guide.

Depending on social situations, the methods of the entrance examinations may be changed in the future. In that case, we will announce it on the webpage of the Department of Mechano-Informatics.

(II) Doctoral Program

- (1) Applicants should refer to the “AY 2023 Admission Guide: Doctoral Program, Graduate School of Information Science and Technology, The University of Tokyo”, and must receive guidance from their prospective thesis advisor before submitting their applications.

(2) Preference Card

After consulting with your prospective thesis advisor, indicate your preferences for a thesis advisor, field of study, etc., on the “Preference Card (Doctoral Program)”, and submit the card together with your other application documents.

(3) Application Period

Note that different application periods are scheduled for Summer and Winter Examinations. For details on the application periods, refer to the “AY 2023 Admission Guide: Doctoral Program, Graduate School of Information Science and Technology, The University of Tokyo”.

(4) Examination Schedules

a. Summer Examinations

1) Primary Examinations

The oral examination will be held online.

Examination date	Examination times	Examination subjects	Examination content	Notes:
August 22 (Monday), 2022 – August 26 (Friday), 2022	Between 9:00 a.m. and 6:00 p.m.	Mechano-Informatics	Mechano-Informatics (Oral Examination) Topics related to mechanics-related fields (mechanical dynamics, control, mechatronics, robotics) and information-related fields (fundamentals of information science, digital circuits, computers, software) might be asked during examination.	The URL of online examination will be announced by mid-August.

Notes:

- Oral Examinations for applicants expecting to complete a Master’s course in March 2023 will focus on the content and progress of the applicant’s Master’s thesis or an equivalent research project, as well as concepts and plans for the prospective doctoral research theme, and related knowledge in the Mechano-Informatics field. Applicants must prepare slides for the presentation in advance and share the screen during the oral examination, and will be required to answer questions.
- Oral Examinations for applicants who have completed a Master’s program will simultaneously serve as Secondary Examinations. Refer to [Note] on Secondary Examinations below.

As an examination of foreign language skills, English proficiency will be evaluated based on submitted TOEFL scores. For details of how to submit TOEFL scores, refer to the “AY 2023 Admission Guide: Doctoral Program,

Graduate School of Information Science and Technology, The University of Tokyo”.

Applicants who have completed (or are expected to complete) a Master's program at the University of Tokyo are not required to submit TOEFL scores.

Supplementary information may be provided on the following web page. Be sure to check:

https://www.i.u-tokyo.ac.jp/edu/course/m-i/admission_e.shtml

2) Secondary Examinations

The Secondary Examination is conducted by oral examination.

Secondary Examinations will be conducted for those who pass the Primary Examinations, on the completed Master's theses or equivalent research projects.

Secondary Examinations will be scheduled in February of 2023; applicants will be notified of the details later.

[Note] Applicant must submit a copy of one's Master's thesis or an equivalent document and slides for the presentation according to a later notice. Share the slides on the screen during the oral examination to make a presentation on the content of research within a specified time limit, and answer questions.

b. Winter Examinations

Primary Examinations and Secondary Examinations will be held in February, 2023 to accept a few applicants.

Details on examination methods, schedules, and locations will be posted on the following web page in October:

http://www.i.u-tokyo.ac.jp/edu/course/m-i/admission_e.shtml

(5) Applicants for the Special Selection for Professionals (社会人特別選抜) must contact the Department Administration Office before submitting their applications. These applicants must include in the “Application Documents” specified in “AY 2023 Admission Guide: Doctoral Program [Special Selection for Professionals], Graduate School of Information Science and Technology, The University of Tokyo” the following seven types of materials describing their research and achievements in the field of mechano-informatics. Applicants might be exempted from the written examination by the contents of “Application Documents”. No specific form is provided.

i. The list of research achievements (written in Japanese or English)

Provide a list of academic papers, patents, products, and other evidences of the applicant's achievements accomplished as a part of her/his profession. In the case of collaborative achievements with several persons, clearly indicate the applicant's contributions.

ii. The abstract of those major achievements (written in Japanese or English)

Select up to three major achievements from the list above, and provide the outlines of these achievements in approximately five A4-sized pages.

iii. The research plan for the doctoral program (written in Japanese or English) in approximately two A4-

sized pages.

- iv. Recommendation letters from two persons who are familiar with research achievements of the applicant (including Master's supervisor) (written in Japanese or English).
- v. A copy of a Master's thesis or an equivalent research report.
- vi. The abstract of v. (written in Japanese or English)
- vii. The originals of any other documents which are useful to evaluate the applicant's ability (e.g. copies of published papers, patent specifications or brochures of products by the applicant).

(6) Important Notes

- a. Applicant must prepare a Windows or Mac with camera and connect to the Zoom for the online oral examination.
- b. Applicant must prepare slides for the presentation in advance and share the screen during the oral examination.
- c. Applicants wishing to enter the school in October must confirm their eligibilities with the Department Administration Office before submitting their applications.
- d. For other notes, carefully read the "Notes for Specialized subjects and oral examination" section of this guide.

Depending on social situations, the methods of the entrance examinations may be changed in the future. In that case, we will announce it on the webpage of the Department of Mechano-Informatics.

**2023 Notes for Specialized subjects and oral examination of
Department of Mechano-Informatics (Master's and Doctoral Programs)
Graduate School of Information Science and Technology, The University of Tokyo**

Follow the instructions of the Graduate School for the written examination for the general education subject (Mathematics).

1. Examination dates and times

Please refer to the “Examination schedules” listed in this Guide.

2. Examination locations

The oral examination will be held online.

Information about the online system where the examination rooms are launched will be announced by mid-August..

3. What to prepare

- (1) Examination admission card.(Print it out)
- (2) Prepare a Windows or Mac with camera for the online oral examination.
- (3) Prepare slides (ex. PowerPoint) for the presentation in advance and share the screen during the oral examination.
- (4) Prepare an internet line of sufficient quality. Prepare an environment where no people around and stillness is maintained.
- (5) Prepare A4 or above notes, sketchbooks or a whiteboard, and a think pen, which is required to show the answer in front of the camera and read it remotely, and a thick pen that can be viewed remotely.
- (6) Follow the instructions of the Graduate School for the ‘what to bring’ for the general education subject (Mathematics).

4. Items to keep in mind during examinations

- (1) Online examination is always being recorded.
- (2) Examinees will not be allowed to leave the examination room until the end of the scheduled examination time, even when s/he relinquishes answering. Temporary leaves during the examination are also prohibited in principle. If you start to feel sick and/or need to use the bathroom, notify the examination supervisor.
- (3) Be alone in a closed room during the examination. Do not use headphones or earphones
- (4) Turn on the camera during the examination and do not use the virtual background.
- (5) Presentation tools and paper scripts during the presentation are acceptable, but do not refer to it in a question and answer session.
- (6) Reference text books and the Internet etc. are not allowed without permission.
- (7) The presentation time is managed in the examination room. However, a clock without any of the following functions can be used: dictionary function, calculator function, or Internet/PC connection function.
- (8) Print out examination admission card beforehand and place on top of your desk during the examination.
- (9) Only the following items can be placed on the desk: examination admission card, PC, Web camera, monitor, keyboard, mouse, A4 or above notes, sketchbooks or a whiteboard, and a think pen.
- (10) If there is a bookshelf in front of or beside the desk, cover it with a curtain or sheet.
- (11) Before and during the test, you will need to move the camera to show the proctor your desk and the entire room where you will be taking the test (360degrees). Any privacy concerns should be dealt with in advance.
- (12) Do not record the test details. Also, do not tell anything about the test.
- (13) In the unlikely event that misconduct is discovered, the test will be invalidated retroactively.
- (14) After the oral examination, leave the online examination room according to the instructions from the examiner.

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Follow the instructions and location information of the Graduate School for the written examination for the general education subject (Mathematics).

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Required Documents (Department of Mechano-Informatics)				
	Summer Examination		Winter Examination	
	Documents to be Submitted	Who to Submit	Documents to be Submitted	Who to Submit
Master's Course	Preference Card (for Master's Program)	All Applicants		
	Expertise Assessment Card	All Applicants		
	TOEFL Score	All Applicants		
Doctoral Course	Preference Card (for Doctoral Program)	All Applicants	Preference Card (for Doctoral Program)	All Applicants
	TOEFL Score	All applicants except those who have completed (or are expected to complete) a Master's program at the University of Tokyo	TOEFL Score	All applicants except those who have completed (or are expected to complete) a Master's program at the University of Tokyo
			(1)A list of research achievement (written in Japanese or English) (2)The abstract of the major achievements (written in Japanese or English, approximately 5 pages in A4-size) (3)Research plan in the doctoral program (written in Japanese or English, approximately 2 pages in A4-size) (4)Recommendation letters (from 2 persons, written in Japanese or English) (5)A copy of a master's thesis or an equivalent research report (6)The abstract of (5) (written in Japanese or English, 2 pages in A4-size) (7)Other documents (e.g. published papers, patent specifications or brochures of products by the applicant)	All Applicants *Those who are expected to complete a master's program should bring (5) with them at the time of the second round exam, not at the application.
Doctoral Course <Special Selection for Professionals>	Preference Card (for Doctoral Program)	All Applicants	Preference Card (for Doctoral Program)	All Applicants
	TOEFL Score	All applicants except those who have completed (or are expected to complete) a Master's program at the University of Tokyo	TOEFL Score	All applicants except those who have completed (or are expected to complete) a Master's program at the University of Tokyo
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