AY 2021 Admission Guide: Doctoral Program
[ Special Selection for Professionals ]
Graduate School of Information Science and Technology
The University of Tokyo
Entrance Date: September 2020 or April 2021

The Special Selection for Professionals aims to educate individuals with a high level of specialization relating to the variety of fields within the Graduate School of Information Science and Technology (in accordance with the goals for doctoral studies at this University). This program implements a selection process different from regular selection, placing importance on enrollment of students with a variety of work backgrounds and professional experience, with consideration for current societal demands.

Individuals admitted through this selection will receive the same education as regular students. At this Graduate School, however, individuals with research achievements obtained through use of their professional experience may, in some cases, be allowed to include the research achievements to complete the course program. Applicants desiring this must inquire with the department administering the entrance exam.

Additionally, working individuals may undergo the regular selection process for admission. (refer to the separately prepared “Admission Guide: Doctoral Program”).

Education and Research Goals
The education and research goals at this graduate school are to provide an environment where students can master their systematic knowledge of information science and technology, and to foster individuals who will act as leaders in research and development through the pursuit of the scientific method, thereby contributing to the further development of this field.

Prospective Students
Those with deep insight into information science and technology; who have the necessary abilities for international activities; and who possess strong motivation and talent for pioneering uncharted fields to create the future.

Admission Policy
1. Applicants must have enough technical knowledge to continue the study at Graduate School of Information Science and Technology, the University of Tokyo, and have a strong desire to conduct technological research that can contribute to society on their own. Students are expected to create a distinguished knowledge on the field of information science and technology.
2. During the screening process, we will evaluate comprehensively if applicants meet the following conditions, through submitted documents, written examinations, and oral examinations:
   (a) Applicants have enough fundamental knowledge of information science and technology and have enough research ability to contribute a development on technology.
(b) Applicants, on their own, have abilities to decide a research issue with respect to the society needs, and can use their fundamental knowledge of information science and technology to solve the issue.
(c) Applicants have enough language capabilities to contribute to the improvement of the future society.

1. Requirements for Eligibility

In addition to fulfilling any one of the requirements below, by the time of application, applicants must have professional experience.

(1) Those who have completed, a Master’s or Professional degree at a Japanese university. *1
(2) Those on whom a Master’s degree has been conferred from the National Institution for Academic Degrees and Quality Enhancement of Higher Education (NIAD).
(3) Those who have completed, a degree equivalent to a Master’s or Professional degree in a country other than Japan. *2
(4) Those who have completed, a program in an educational institution in Japan, designated by the Minister of Education, Culture, Sports, Science and Technology, which provides courses for a foreign graduate school within the school education system of a foreign country, and consequently have been conferred a degree equivalent to a Master’s or Professional degree.
(5) Those who have completed or are expected to complete a program at the United Nations University and have been conferred a degree equivalent to that of a Master's degree or are expected to be conferred on or before March 31, 2021. *5
(6) Those who have passed a screening for the fundamental ability for doctorate dissertation research as specified in Article 16-2 of the Standards for Establishment of Graduate Schools at a school abroad, an educational institution mentioned in eligibility (4) above, or the United Nations University, shall be recognized by this graduate school as having abilities at least equivalent to those who have a Master's degree. *3
(7) Those who have graduated from a Japanese university or have completed at least 16 years of academic education overseas, and have been engaged in research at a university, research institute or other institution in Japan or abroad for at least 2 years, and shall be recognized by this graduate school as having abilities at least equivalent to those who have a Master’s degree or a professional degree as a result of said research. *1
*2 *3
(8) Those aged twenty-four (24) years or older as of March 31, 2021, whom the Graduate School of Information Science and Technology recognizes as having academic abilities equal to or greater than a person who has received a Master’s or Professional degree, based on individual assessments of eligibility for admission. *4 *5

*1 Japanese universities mentioned in Eligibilities (1) and (7) above are universities within the boundaries of Japan and as prescribed in Article 83 of the School Education Law.
*2 Eligibilities (3) and (7) above include the case of having completed a correspondence program provided by a foreign school of said country while residing in Japan.
*3 Those covered under requirements (6) or (7) should submit the documents designated by the Graduate School of Information Science and Technology to the Admissions Office of the Graduate School of Information Science and Technology (ref. 10 below) by Wednesday, June 3, 2020 in the case of Summer Entrance Examinations (ref. 5.2)
below), and by Friday, November 13, 2020 in the case of Winter Entrance Examinations (ref. 5,(2) below). Applicants should inquire in advance at the Graduate School of Information Science and Technology Admission Office for information about documents required for application submission.

*4 1) Those covered under requirement (8) above are those who are not covered under (1) through (7) above and are recognized by this Graduate School, through individual assessments of eligibility for admission, as having abilities at least equivalent to that of a person with a Master’s or Professional degree.

2) Those who wish to apply based on Eligibility(8) above must submit the documents designated by the Graduate School of Information Science and Technology to the Graduate School of Information Science and Technology Admissions Office (ref. 10 below) by Wednesday, June 3, 2020, in the case of Summer Entrance Examinations, and by Friday, November 13, 2020, in the case of Winter Entrance Examinations as the eligibility for application is confirmed individually in advance by document screening. Applicants should inquire in advance at the Graduate School of Information Science and Technology Admission Office regarding the documents needed for submission. A separate assessment of eligibility for admission must be undergone prior to submitting an application.

3) Those who are recognized through an assessment of eligibility for admission as having academic abilities at least equivalent to a person with a Master’s or Professional degree will be permitted to apply for and to then take the entrance examination.

*5 Some departments allow admissions in September 2020 in addition to admissions in April 2021. Applicants desiring September 2020 entry should contact the Administration Office of the applicable department in advance and indicate this preference on the application form.

If requesting September 2020 admission, please replace “March 31, 2021” with “September 23, 2020” in the Requirements for Eligibility (5), (8) above. Applications from those who satisfy the Requirements for Eligibility (5) or (8) from September 24 to September 30, 2020 may also be admitted. Please contact the Graduate School of Information Science and Technology Admission Office prior to application.

2. Screening Process

Successful applicants will be selected based on primary and secondary examinations. Selection for the primary examination will be based on a written examination, an oral examination, and submitted documents. The secondary examination will be in regard to the applicant’s Master's thesis or equivalent paper. Selection will be conducted by comprehensively taking into account the written examination, oral examinations, submitted documents, and the applicant's Master's thesis or the alternative to the Master’s thesis.

(Note 1) Refer to the Admission Guide for each department.

(Note 2) The details of the screening processes for applicants of winter examination may differ in each department. Please contact the appropriate Department Administration Office for precise information prior to application.

3. Examination Schedules and Locations

(1) Examinations are held twice a year: Summer Entrance Examinations and Winter Entrance Examinations.

(2) Primary Summer Entrance Examinations will be held over five days, from Monday, August 17 through Friday, August 21, 2020. For details on schedules and locations, refer to the “Admission Guide” for each department.

(3) Secondary Summer Entrance Examinations will be held only for those who have already passed the primary examination. Secondary examinations will be held between late January and mid-February, 2021. The school will inform successful applicants of the primary examination of the secondary examination date and other information in January 2021. However, for applicants who wish to enter the school in September, or
those who have completed the Master's program, secondary examinations will be conducted concurrently
with the primary examinations.

(4) Winter Entrance Examinations
Both primary and secondary examinations will be held from late January to mid-February 2021. The
examination date and other information will be informed at the time the Examination Admission Card is
sent to the examinee by postal mail.

4. Examination Subjects and Expected Number of Students for Each Department
The table below shows examination subjects and other details for the Summer Entrance Examinations.
For details on test subjects for both the Summer and Winter Entrance Examinations, check the Admission
Guide for each department.

<table>
<thead>
<tr>
<th>Department Name</th>
<th>Written examination subjects</th>
<th>Oral Examination</th>
<th>Expected number of students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Computer Science</td>
<td>Mathematics</td>
<td>Computer Science</td>
<td>Limited Numbers</td>
</tr>
<tr>
<td>Department of Mathematical Informatics</td>
<td>None</td>
<td>Mathematical Informatics</td>
<td>Limited Numbers</td>
</tr>
<tr>
<td>Department of Information Physics and Computing</td>
<td>None</td>
<td>Information Physics and Computing</td>
<td>Limited Numbers</td>
</tr>
<tr>
<td>Department of Information and Communication Engineering</td>
<td>None</td>
<td>Information and Communication Engineering</td>
<td>Limited Numbers</td>
</tr>
<tr>
<td>Department of Mechano-Informatics</td>
<td>None</td>
<td>Mechano-Informatics</td>
<td>Limited Numbers</td>
</tr>
<tr>
<td>Department of Creative Informatics</td>
<td>None</td>
<td>Creative Informatics</td>
<td>Limited Numbers</td>
</tr>
</tbody>
</table>

Notes:
1) Some subjects may be exempted depending on the department. Refer to the Admission Guide for the department in question for details.
2) One Institutional Score Report of a TOEFL Test can be submitted in lieu of English examinations. For details on the submission methods, refer to the “2021 Guidelines for Submission of TOEFL Test Scores; Graduate School of Information Science and Technology, The University of Tokyo”.

5. Application Procedures
(1) Applicants are asked to complete the entrance application form via the Admission Application Form Creator:
https://www.i.u-tokyo.ac.jp/edu/entra/index.shtml
The document is a translation from the official Japanese version.

(2) Applications must be sent by postal mail. Use registered express mail, and include all documents for submission in the designated envelope (refer to section 6).

(3) Submission Period

1) Summer Examinations

Applications are accepted from Tuesday, June 2 through Monday, June 8, 2020. (Applications will be considered valid, however, if they are postmarked no later than Monday, June 8 and arrive no later than Friday, June 12, 2020.)

2) Winter Examinations

Applications are accepted from Thursday, November 19 through Tuesday, November 24, 2020. (Applications will be considered valid, however, if they are postmarked no later than Tuesday, November 24 and arrive no later than Friday, November 27, 2020.)

(3) Send applications to:

Admissions Office, Graduate School of Information Science and Technology, The University of Tokyo
7-3-1 Hongo, Bunkyo-ku, Tokyo 113-8656
Tel: 03-5841-7926

6. Application Documents

<table>
<thead>
<tr>
<th>Documents, etc.</th>
<th>Who should submit</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Application Form</td>
<td>All applicants</td>
<td>Enter the required information accurately. Upload the Photograph Data (use a clear photograph taken within the past 3 months that shows your upper body facing forward with your head uncovered, without anyone else in the frame) according to the instructions of the Admission Application Form Creator. The format of the Photograph Data is not specified. This will not only be used for your examination admission card, etc., but also for preparing your student ID card.</td>
</tr>
<tr>
<td>*Address Label</td>
<td>All applicants</td>
<td>Create two Address Labels, for the Application Envelope and the Examination Admission Card Envelope. Affix each on the designated envelope.</td>
</tr>
<tr>
<td>Application Envelope</td>
<td>All applicants</td>
<td>Affix the label produced by the Admission Application Form Creator to the face of the envelope (Kaku-2 size: 240mm × 332mm for A4 size documents). Include all documents for submission in it and use registered express mail at the post office.</td>
</tr>
<tr>
<td><strong>Examination</strong> Admission Card Envelope</td>
<td>All applicants</td>
<td>Affix the label produced by the Admission Application Form Creator as well as stamps worth 384 yen to the face of the envelope (Chou-3 size: 120mm × 235mm for A4 size documents folded in thirds). For overseas addresses, enclose IRCs (International Reply Coupon) or Japanese stamps of the required amount for EMS (Express Mail Service) inside the envelope; do not past them onto the face of the envelope. (Refer to Note 3) Should you by any chance cannot prepare IRC, you must contact the Admissions Office as early as possible before sending the application documents.</td>
</tr>
<tr>
<td>Academic Transcripts from previous graduate school</td>
<td>All applicants</td>
<td>Submit original copies verifying the applicant’s performance in a Master's program or special degree program.</td>
</tr>
<tr>
<td>Diploma or Certificate of Completion from previous graduate school</td>
<td>Applicants who have already finished a Master’s course.</td>
<td>Submit a certified copy issued by previous graduate school. (Photocopies are not acceptable.) The conferred degree must be specified in the document.</td>
</tr>
<tr>
<td><strong>TOEFL Score</strong></td>
<td>All applicants (Except those who have been exempted from foreign-language examinations. Refer to the “Admission guide” for each Individual department to see whether the exemption is available.)</td>
<td>For details on how to submit the TOEFL Institutional Score Reports, refer to “2021 Guidelines for Submission of TOEFL Test Scores; Graduate School of Information Science and Technology, The University of Tokyo.”</td>
</tr>
<tr>
<td>Outline of Work Achievements</td>
<td>All applicants</td>
<td>Describe work achievements in the format specified by the department to which the applicant is applying.</td>
</tr>
<tr>
<td>Certificate of Employment (or equivalent)</td>
<td>All applicants</td>
<td>Document(s) certifying work experience.</td>
</tr>
<tr>
<td>Research plan</td>
<td>Applicants who are government officials and plan to remain on the job while enrolled at this school</td>
<td>Summarize the research plan in about four (4) pages (A4-size, any format).</td>
</tr>
</tbody>
</table>
The document is a translation from the official Japanese version.

| Examination Fees | 30,000 yen Payment must be made by one of the following payment methods: bank transfer, payment at a convenience store, Pay-easy-compliant ATM, Pay-easy-compliant Internet Bank, Internet-only Bank, or credit card. In addition, please note that applicants are to bear any additional charges associated with sending the money.  
① For bank transfers: Use the Transfer Application Form output by the Admission Application Form Creator and transfer the examination fee from the nearest banking facility (excluding the Japan Post Office and Japan Post Bank). Do not use an ATM (automatic teller machine) or internet banking.  
② For payment at a convenience store, Pay-easy-compliant ATM, Pay-easy-compliant Internet Bank, Internet-only Bank, or credit card: Please refer to "How to make Payment of Examination Fee at E-shiharai.net." |
| Preference Card (official form) | All applicants For details on how to submit Preference Card, refer to each department’s “2021 Admission Guide; Graduate School of Information Science and Technology, the University of Tokyo”. |
| Other | Relevant applicants In some departments, documents other than those indicated above may be required. Refer to the Admission Guide for the department you are applying to. |

(Note 1) All certificates, documents, and other materials written in languages other than Japanese or English must have a Japanese or English translation attached.  
(Note 2) "*" indicates a form output by the Admission Application Form Creator with the required information entered.  
(Note 3) IRC, International Reply Coupons, can be purchased at post offices worldwide. Enclose necessary number of IRCs/necessary amount of Japanese postal stamps, depending on the recipient’s address: Asia= 11 sheets/1,400 yen; Oceania / North America / Middle America / Middle East= 16 sheets/2,000 yen; Europe= 17 sheets/2,200 yen; South America / Africa= 19 sheets/2,400 yen.

7. Admission Notification and Enrollment Procedures  
(1) Summer Examinations  
1. List of successful applicants will be posted on the School of Information Science and Technology bulletin board and the School of Information Science and Technology webpage at approximately 3 p.m. on Monday, August 31, 2020.  
2. Official Notification of Admission for successful applicants will be delivered in late February 2021.  
3. Those being admitted in September 2020 will receive Notification of Admission and enrollment documents in early September.  
(2) Winter Examinations  
1. List of successful applicants will be posted on the School of Information Science and Technology bulletin board and the School of Information Science and Technology webpage at approximately 3 p.m. on Friday,
February 19, 2021.

2. Official Notification of Admission for successful applicants will be delivered in late February 2021.

(3) Applicants who have received Official Notification of Admission should carry out the required enrollment procedures (i.e. payment of admission fees and submission of enrollment documents) by following the instructions delivered with the notification. For entry in September 2020, these procedures must be completed on Thursday, September 17 or Friday, September 18, 2020, and for entry in April 2021 these procedures must be completed between Wednesday, March 17 and Friday, March 19, 2021. Failure to complete the enrollment procedures within the designated period will be deemed as admission cancellation.

(4) Admission costs (estimated amounts for 2021)

These fees are waived for international students on scholarships from the Japanese government (Ministry of Education, Culture, Sports, Science and Technology)

1. Admission fee: 282,000 yen
2. Tuition: First term: 260,400 yen (Annual amount: 520,800 yen)

(Note) The fees indicated above are estimates. If the amounts are amended by the time of admission or during enrollment, the new amounts will apply from the time of the amendment.

8. Financial Support for Students

Please refer to the URL below for details.

https://www.i.u-tokyo.ac.jp/edu/financial-support/index_e.shtml

9. Important Notes

(1) Applicants may not apply to two or more departments in the School of Information Science and Technology at the same time.

Applicants who have already passed the Summer Entrance Examinations for the School of Information Science and Technology cannot apply for the Winter Entrance Examination without first declining Summer enrollment. (Candidates who have successfully passed the primary examination in summer also cannot apply for the Winter Entrance Examination.)

Also, applicants cannot be enrolled in other universities or other schools at the University of Tokyo while also enrolled in the School of Information Science and Technology.

(2) Applications will not be accepted if the specified documents are not completed by the submission deadline indicated above. Submission methods for TOEFL test scores are as indicated in the “2021 Guidelines for Submission of TOEFL Test Scores; Graduate School of Information Science and Technology, The University of Tokyo.” After the application process is completed, no changes to the documents will be accepted and there will be no refund of examination fees, under any circumstances.

(3) An Examination Admission Card will be delivered to every applicant by postal mail.

1. For Summer Entrance Examinations, if the Examination Admission Card does not arrive by Tuesday, July 21, 2020, contact the person in charge of admissions at the School of Information Science and Technology (ref. Item 10 below) for instructions on taking the examination.

2. For Winter Entrance Examinations, if the Examination Admission Card does not arrive by Wednesday,
January 13, 2021, contact the person in charge of admissions at the School of Information Science and Technology (ref. Item 10 below) for instructions on taking the examination.

(4) Applicants with physical disabilities may be provided with special care/assistance during examinations and after enrollment. Those who require this type of support should contact the School of Information Science and Technology Admissions Office (ref. item 10. below) when submitting the application.

(5) Non-Japanese applicants must obtain a visa permitting admission to a Japanese graduate school, as stipulated in the “Immigration Control and Refugee Recognition Act (Law No. 319, 1951),” by the time of enrollment procedures.

(6) Employees of the government, a company, or other corporation wishing to be enrolled at this graduate school while remaining on the job must submit a letter of approval (in any format) from the head of the organization at the time of the enrollment procedures. The letter should show that your organization’s head approves you to be enrolled as a regular doctoral student of this graduate school. The head of organization can be anyone who is in a higher position than you. (The exact position does not matter.)

(7) Under some circumstances, application procedures, examination dates, and other details may be subject to change.

(8) After the application process is complete, no documents will be returned, under any circumstances.

(9) After the enrollment procedure is complete, the admission fee will not be refunded under any circumstances.

(10) Personal information disclosed through the application process, including the applicant’s name and address, will be used for: 1) applicant screening (application processing and screening); 2) admission notification; and 3) enrollment procedures. For those enrolled at this school, the above personal information will also be used for: 1) administration procedures (student registration, academic records, etc.); 2) student support (health management, employment support, applications for scholarships and exemptions from tuition, use of libraries, etc.); and 3) collection of tuition.

(11) Results from entrance examinations may be used for the purpose of improving either entrance procedures or overall education at this university.

(12) Those who make any false statements in their personal history, application, and/or in any other accompanying forms, statements or documents may have their admission rescinded even after being admitted.

(13) In case of an unexpected situation such as a natural disaster, please note that information related to entrance examination will be offered on the Graduate School of Information Science and Technology website.

10. Contact information

Admissions Office,
Graduate School of Information Science and Technology,
The University of Tokyo
7-3-1 Hongo, Bunkyo-ku, Tokyo 113-8656 JAPAN
Tel: +81-3-5841-7926
Office hour: 9:00am-5:00pm except Saturday, Sunday, and holidays
The University of Tokyo has established the “The University of Tokyo Security Export Control Regulations” in accordance with Japan’s “Foreign Exchange and Foreign Trade Act”, and rigorously screens potential international students on the basis of these regulations. Please be aware that international applicants who fall under any of the conditions set out in said regulations may not receive permission to enroll at the university or may have their research activities restricted.

Details can be obtained from the following website:
Office of Export Control
https://www.u-tokyo.ac.jp/adm/export-control/ja/rule.html (Japanese only)