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**Guide for Special Admission for
English Program on Intelligent Information Processing
(Master's and Doctoral Programs),
Graduate School of Information Science and Technology,
The University of Tokyo
Enrollment in October 2025**

*In the event that the contents of this Admission Guide are revised, the latest information is to be posted on the Special Admission webpage: https://www.i.u-tokyo.ac.jp/edu/entra/epiip_e.shtml. Applicants should periodically check the webpage.

Graduate School of Information Science and Technology, the University of Tokyo (hereafter referred to as "IST") runs "English Program on Intelligent Information Processing". This program aims to foster excellent specialists who can create an intelligent ICT society in the next generation, and will focus on topics in which IST is especially and globally competitive, such as AI, data science, big data, robotics, IoT, VR/AR, and theoretical computer science. Among those who wish to enroll in that educational program, those who wish to be nominated for the MEXT scholarship (University Recommendation) should apply through this special admission. As this special admission is based on the special program for the MEXT scholarship, applicants from the following countries will be prioritized.

Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan, Sri Lanka, Thailand, Vietnam

Those who want to enroll in this program but do not wish to be nominated for MEXT scholarship (University Recommendation) should apply for this program through Regular Admission or Special Selection for Professionals (Summer Entrance Examination and Winter Entrance Examination) and register to this program upon enrollment.

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.

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Prospective Students (Master's Program)

Those who have mastered the fundamentals of information science and technology, have a capacity for international activities, and are motivated to solve unexplored problems to create the future.

Prospective Students (Doctoral Program)

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 (Master's Program)

1. The Master's program of the Graduate School of Information Science and Technology, the University of Tokyo, seeks students who have enough basic academic skills to study specialized topics, have a desire to contribute to the development of society by solving various problems related to information science and technology, and can play an active role in a global society.
2. During the screening process, we will evaluate comprehensively if applicants meet the following conditions, through submitted documents, written examinations, oral examinations, etc.:
 - Applicants have a broad basic knowledge of information science and technology, as well as a good knowledge of the specialized topics that they wish to study.
 - Applicants have the potential to contribute to society based on their knowledge of information science and technology.
 - Applicants have enough language capabilities to conduct activities globally in the future.

Admission Policy (Doctoral Program)

1. The doctoral program of the Graduate School of Information Science and Technology, the University of Tokyo, seeks students who have sufficient technical knowledge of specialized topics and have a strong desire to contribute to society through research in their specialized fields. Students are expected to develop a distinguished expanse of knowledge in 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, oral examinations, etc.:
 - Applicants have a deep knowledge of the specialized topics they wish to study and have the ability to contribute to the development of academic fields through research on information science and technology.
 - Applicants can set their own advanced research goals based on the needs of society and achieve those goals by utilizing fundamental knowledge of information science and technology.
 - Applicants have enough language capabilities to compete on a global stage and credentials to contribute to the improvement of future society.

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Important Dates

	Dates	Remarks
Online application submission period	Monday, October 7 th until 17:00 (JST), Friday, October 11 th , 2024	
English capability evaluation pre-interview	Wednesday, October 30 th , 2024	Only for those who need it
Notification of the first round of selection results	Mid November 2024	
Second round of selection	Wednesday, November 27 th , 2024	Details will be informed to applicants by e-mail.
Notification of the second round of selection results	On or after Friday, December 20 th , 2024	
Notification of scholarship nomination	On or after Friday, December 20 th , 2024	
Final confirmation of intent to enter	By Thursday, December 26 th , 2024	Details will be informed later by e-mail.
Application for MEXT scholarship	Around January 2025	
Delivery of documents such as Letter of Acceptance for Admission	Around February 2025	
Notification of the review results of MEXT scholarship by MEXT	Around June 2025	
Arrival to Japan	Late September to early October 2025	
Enrollment	October 2025	

1. Requirements of Eligibility

Applicants must satisfy the conditions specified in Attachment 1.

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2. Selection Process

The selection process consists of two rounds.

In the first round, we will select applicants based on the submitted documents specified in Section 6 below. The second round of selection will be by oral interview. We will select applicants by comprehensively evaluating applicants' academic capabilities, research achievements, and research plans.

Those who passed the selections with high scores will be offered scholarships as described in Section 4 below. Other applicants who passed the selection are allowed to enter IST without having any of the support shown in Section 4 below, as privately financed international students without scholarships or with other scholarships.

3. The Expected Number of Selected Applicants

The total number of applicants allowed to enroll is expected to be about 7.

Applicants can choose any department of IST, i.e., the Department of Computer Science, the Department of Mathematical Informatics, the Department of Information Physics and Computing, the Department of Information and Communication Engineering, the Department of Mechano-Informatics, or the Department of Creative Informatics.

4. Support

We plan to provide support (such as MEXT scholarships) for eligible applicants with excellent scores.

■ MEXT scholarship (University Recommendation)

Support:

- (1) Scholarship amount: 144,000 yen/month for Master's program, and 145,000 yen/month for Doctoral program. Additional 2,000 yen or 3,000 yen will be granted to those who live in specific areas.
- (2) Exemption of the exam fee, entrance fee, and tuition.
- (3) Travel expenses to and from Japan (only if certain conditions are met)
- (4) Period of support: 2 years in the case of Master's program, and 3 years in the case of Doctoral program

Note 1: Students from the following countries will have priority for MEXT scholarship selection.

Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan, Sri Lanka, Thailand, Vietnam

Nominees must submit required documents for MEXT application within a designated period.

Nomination will be dismissed if the application procedures have not completed during the period.

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Note 2: Detailed conditions for receiving MEXT scholarship follow the rules for Japanese Government (MEXT) Scholarship (University Recommendation, Special Selection).

Note 3: Amount of the scholarship may be changed depending on the condition of Japanese governmental budget.

Note 4: Besides the screening at the University of Tokyo, nominees must undergo MEXT screening process as well. Scholarship will not be granted if nominees fail either of the screenings. Result of the MEXT screening will be announced to the nominees around June 2025.

5. Application Process

(1) Before applying, applicants should contact their prospective supervisors, and should get conditional acceptance for supervision at their laboratories.

- Contact desired supervisor, e.g., via e-mail.
- We recommend using the e-mail subject "Asking supervision for special admission Oct. 2025".
- Do not forget to mention the full name of the prospective supervisor, your full name, academic year, and affiliation in the main text of your e-mail.
- Attach to the e-mail your research plan, curriculum vitae, academic transcript, and Form 5 filled out with your information.

Receive Form 5 signed by the prospective supervisor and submit it to us with the other documents shown in Section 6 below. If you cannot obtain a reply from your prospective supervisor, you can contact the address shown in Section 10 below. (A faculty member may not be able to accept students due to various reasons. In that case, the faculty may not reply to your e-mail.)

(2) Applicants must submit all documents specified in Section 6 below by the specified deadline.

(3) Submission Method:

The application form for admission should be created using the WEB application system. In addition, all documents required for application should be converted to PDF and uploaded to the WEB application system. There is a link to the WEB application system from the webpage for the special admission:

https://www.i.u-tokyo.ac.jp/edu/entra/epiip_e.shtml

Submission period: From Monday, October 7th to 17:00 on Friday, October 11th, 2024 (Japan time)

(If you do not receive an e-mail confirming receipt by Wednesday, October 16th, 2024, please contact us by e-mail at the address shown in Section 10 below.)

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6. Application Documents

No.	Documents	Remarks
①	Application form	Form 3. This will be automatically uploaded to your “My Page” through WEB application system when you create your page and fill in the form.
②	Academic transcripts	Official transcripts of both undergraduate and graduate courses. (Submit the original paper documents at the time of admission.)
③	* GPA calculation form	Fill out Form 4 with your information.
④	Certificate of Graduation/ Completion and Degree from the most recent university, or Certificate of Expected Graduation/Completion and Degree from the most recent university	For applicants who are currently enrolled at universities, Certificate of Expected Graduation/Completion). (Submit the original paper document at the time of admission.)
⑤	English language certificates	Submit certificates as specified in Section 6 of Attachment 1. The documents to be submitted are: For (i), applicants must submit certificates of the required scores (see Remark 4 below). For (ii), applicants must submit documents certifying that they completed their education primarily in English. For (iii), applicants indicate desired time frames on the WEB application system as we organize a pre-interview to evaluate applicants’ language ability on October 30th, 2024 (Wednesday).

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⑥	Summary of past research and current status of thesis writing	Write in English on A4-sized paper. 3-4 pages for applicants to the master's program and 5-10 pages for applicants to the doctoral program.
⑦	Research results	If applicants have academic publications, then:
		(1) List of academic publications (including bachelor's and master's thesis)
		(2) Copies of at most three representative publications
		(3) Summaries, one for each of the representative publications, each on one A4-sized page.
⑧	Research plan at the University of Tokyo	Describe your motivation for studying at the University of Tokyo and research plan. Write in English on A4-sized paper. 3-4 pages for applicants to the master's program and 5-10 pages for applicants to the doctoral program.
⑨-1	Recommendation Letter 1	Letter from applicant's current (or latest) research supervisor or one who is familiar with applicant's scientific work, with university's letterhead. Recommender must sign the recommendation letter by hand. (You do not need to submit the original; a digital copy is enough.)
⑨-2	Recommendation Letter 2	Letter from a faculty member from applicant's latest university at the level of dean or higher, with university's letterhead. The recommender must sign the recommendation letter by hand. The letter must be addressed to President Teruo Fujii of the University of Tokyo. (If you are selected as a MEXT scholarship candidate, you will need to submit the original later.)
⑩	Copy of Passport	Copy of the page with identification photo.

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⑪	* Conditional Acceptance of Prospective Supervisor	Fill out Form 5, send it to your prospective supervisor, receive his/her signature on it, and submit a digital copy of the document. (There is no need to submit the original hardcopy of the signed document.)
⑫	Receipt for Examination Fee (30,000 yen)	Please refer to “3. Pay your examination fee” under “Online Application Procedures” on the following webpage. https://www.i.u-tokyo.ac.jp/edu/entra/epiip_e.shtml
⑬	Others	Applicants can attach other documents if they will help to prove their capabilities.

Note 1: * indicates that applicants must use specific formats for those documents.

Note 2: Documents should be written either in English or Japanese; otherwise, add translations.

Note 3: In case the official score is directly sent from Educational Testing Service to IST, please use the following institution and department codes.

Institution Code: 8445 Department Code: 99

Note 4: Please refer to the following webpage for the deadline and submission method for the recommendation letters.

https://www.i.u-tokyo.ac.jp/edu/entra/epiip_e.shtml

7. Examination Dates and Places

First round of selection

After the submission deadline, we will select applicants based on the submitted documents.

Second round of selection

The examination is planned to be conducted online on Wednesday, November 27th, 2024.

The dates and place of the examination may change, depending on the situation. The details of the examinations will be notified via e-mail to applicants who pass the first round of selection.

8. Selection Results Announcement and Admission Procedure

(1) We will announce the results of the first round of selection directly to applicants via e-mail around mid-November 2024.

(2) We will announce the results of the second round of selection directly to applicants via e-mail on or after December 20th, 2024. Successful applicants who have been selected as scholarship candidates will also be notified separately on or after December 20th, 2024.

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The applicants who pass the selections must communicate via e-mail whether they will accept or decline enrollment and scholarship nominations by Thursday, December 26th, 2024.

(3) The Letter of Acceptance for Admission will be delivered via e-mail around February 2025 after the screening for “The University of Tokyo Security Export Control” is completed, and information about visa application procedures will be sent around June 2025 to successful applicants via e-mail.

(4) Applicants selected for entrance and/or scholarships must submit documents that are required for the admission and/or scholarship process within the specified periods. Otherwise, their admission and/or scholarship will be cancelled.

(5) Admission and tuition fees (expected amount for 2025)

Master’s program

1. Admission fee	282,000 yen
2. Tuition for a half year	267,900 yen
	(535,800 yen per year)

Doctoral program

1. Admission fee	282,000 yen
2. Tuition for a half year	260,400 yen
	(520,800 yen per year)

※The amounts specified above are subject to change. The amount charged can be different if there is an update of the fees before or during enrollment.

※Students who receive MEXT scholarship under “4. Support” do not need to pay the admission and tuition fees.

In the case that successful applicants want to decline their enrollment or find that they cannot match the conditions of offered support, applicants must notify IST by sending an e-mail to the contact address specified in Section 10 by December 26, 2024. In case it happens after the deadline, applicants should notify us as soon as possible.

9. Notes

(1) Applicants may not apply to more than one department or program at the same time.

(2) Applicants cannot be enrolled in the Graduate School of Information Science and Technology while also enrolled in other universities (as prescribed in the School Education Law) or other schools at the University of Tokyo.

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- (3) Applications will not be accepted if the documents specified in Section 6 above are not submitted in full by the application deadline. After the application process is completed, no changes to the documents will be accepted and there will be no refund of the examination fee, under any circumstances.
- (4) Applicants who require special care/assistance during examinations or after enrollment due to disabilities, etc., should contact the e-mail address specified in Section 10 below during the application period.
- (5) Applicants with foreign nationalities must obtain a visa permitting enrollment at 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 corporations wishing to be enrolled at this graduate school while remaining on the job must submit a letter of approval from the head of the organization at the time of the enrollment procedures. The letter should show that the head of the organization approves you to be enrolled as a regular master’s student or regular doctoral student at this graduate school. The “head of the organization” can be anyone who is in a higher position than you. (The exact position does not matter.)
- (7) Under some circumstances, the application procedures, examination dates, and other details may be subject to change.
- (8) After the application process is completed, no documents or other materials submitted will be returned, under any circumstances.
- (9) After the enrollment procedure is completed, the admission fee will not be refunded under any circumstances.
- (10) The University of Tokyo shall use the personal information obtained through the application process only for the purpose of 1) Selection procedures, 2) Notification of results and 3) Enrollment procedures. For those who enroll, this personal information and the examination results used for admission selection shall also be used for 4) Educational affairs (school registration, attendance, etc.), 5) Student support (healthcare, career support, application procedure for tuition exemption and scholarships, use of libraries, etc.) and 6) the Management of tuition payment.
- (11) The examination results used for admission selection may be used in future studies for the improvement of admission and education systems at the University of Tokyo.
- (12) All dates and times stated in this Admission Guide are in Japan Standard Time (JST).
- (13) 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.
- (14) In case of an unexpected situation such as natural disasters, please pay attention to the up-to-date information about entrance examinations posted on the website of this graduate school, etc.

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(15) Important notices will be delivered to each applicant via e-mail to the address stated on the application form. Be sure to configure your e-mail settings so that you can receive e-mails from the domain u-tokyo.ac.jp and receive notifications when they arrive.

10. Contact Information

If you have any inquiries about entrance examinations, contact us via e-mail instead of calling. We will reply to your questions during weekdays (except Saturdays, Sundays, and Japanese national holidays) from 9:00 to 17:00 in JST. You should start your application as soon as possible and contact us early if you have any questions. Note that it can take several days for us to answer your questions.

Special Admission Team for English Program on Intelligent Information Processing
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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 implements security export control for potential students before and after their enrollment on the basis of these regulations. In particular, pre-enrollment screenings are mandatory for all international students and also for Japanese students in certain circumstances. Please be aware that applicants who fall under any of the conditions set out in the Act may not receive permission to enroll at the university or may have their research activities restricted after their enrollment even if they have passed the entrance examinations.