

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

(Enrollment in April, October, 2023) Naruto University of Education

## 1 Object

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

## 2 Enrollment Qualifications

### (1) Common

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 above 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 such exams as TOEFL because their mother tongue (medium of instruction) is English
- ④ If the academic advisor agrees to research guidance in English, applicants shall be based on various 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

### (3) Postgraduate Research Student

Those who have completed 16 years of formal school education of a country outside of Japan

## 3 Time of Enrollment and Research Period

(1) Time of enrollment : April 2023 or October 2023

(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 with permission to within a total of two years.

## 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 careful to observe the deadline as payment of the examination fee is due at the time the application is completed.

- Please use the prescribed form for items marked with an asterisk (\*).
- Please be sure to attach Japanese translations of certificates, etc. not in Japanese.
- In addition, the academic advisor may ask for documents to be submitted.
- In the case of applications based on various programs conducted by JICA, program application documents may be substituted for application documents.

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

Document Name	Applicable Applicant	Abstract	
Examination Fee 9,800 yen	All	<p><b><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 that. The examination fee will not be refunded for any reason. All the transfer fees will be borne by the applicant (client's responsibility). (For those who is an applicant based on various programs conducted by JICA, we will issue an invoice separately.)</u></b></p>	
	Copy of passport	Passport (holder only)	
	Copy of Resident Card (Alien Registration Certificate)	Japan residents	Please submit both sides.
*	Application for certificate of eligibility	Foreign residents (*3)	
*	Written proof of supporter	Foreign residents (*3)	<p>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.</p>
	Certificate of deposit balance, Copy of bankbook of supporter	Foreign residents (*3)	
	<p>Documents certifying applicant's financial supporter's income  Income / employment certificate, taxation certificate, income and withholding tax certificate, copy of final return, etc.</p>	Foreign residents for whom the person other than himself/herself will pay the expenses (*3)	
	Official Certificate of relationships between applicant and supporter	Foreign residents for whom the person other than himself/herself will pay the expenses (*3)	<p>In recent years, since resident eligibility inspection has become stricter, if the applicant's documents are insufficient, please be aware that there may be cases where even if the applicant applies for a Certificate of Eligibility for Resident Status from the university, it may not be permitted.</p>

Document Name		Applicable Applicant	Abstract
*	Acceptance letter of research student (International Student)	(*4)	Created by the academic advisor.
*	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. In addition, 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 hold on to the original.)
- (\*3) Except for those who are applicants based on various 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 based on various programs conducted by JICA, the timing of application may be changed depending on the program implementation schedule.

Desired enrollment date	Applications deadlines	NUE admissions hours of operation
April 2023 Enrollment	Foreign residents Document confirmation deadline : November 4, 2022 (Friday) Examination fee payment deadline : November 18, 2022 (Friday)	8:30 - 17:15 However, Saturdays, Sundays, holidays year-end and New Year holidays are excluded.
	Japan residents * Document confirmation deadline : January 6, 2023 (Friday) Examination fee payment deadline : January 20, 2023 (Friday)	
October 2023 Enrollment	Foreign residents Document confirmation deadline : May 8, 2023 (Monday) Examination fee payment deadline : May 19, 2023 (Friday)	
	Japan residents * Document confirmation deadline : July 7, 2023 (Friday) Examination fee payment deadline : July 21, 2023 (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: Narutaro Taro (Kentei Ryo)

**(2) Applying as a foreign resident**

**In principle, please ask a representative in Japan to pay the examination fee.**

**In this case, please pay according to the above-mentioned "(1) Applying as a Japan resident".**

If there is no representative in Japan, "(b) when transferring from a foreign country" below is also possible, but please pay attention to the remittance amount and application period when making the remittance. (We do not get involved in any trouble concerning foreign remittance.)

In addition, after a foreign remittance, please send the foreign remittance request form (with the remittance bank's receipt stamp or signature), name, address, and contact details by E-mail to Naruto University of Education, Division of Student Affairs, International Services Office (E-mail: kokusai@naruto-u.ac.jp).

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

**(b) When transferring from a foreign country, it is necessary to pay remittance all amount of (i) + (ii) + (iii) + (iv).**

**【Breakdown】**

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

Please remit (i) the examination fee and (ii) the Awa Bank Naruto branch foreign remittance handling fee from the nearest bank dealing with foreign remittance to the following bank account.

Please remit in yen (JPY).

All the transfer fees related to foreign remittance ((iii) and (iv)) will be borne by the applicant (client's responsibility).

In addition, if there are foreign remittance handling fees, etc. of the remittance source bank and a correspondent bank, the correspondent bank fees (please confirm the amount with the remittance source bank) will be required separately.

Please inform the remittance bank that "all bank transfer fees, etc. will be the responsibility of the transferee" and go through the remittance procedure.

### (3) Applying as an applicant based on JICA programs

Please pay based on the invoice Naruto University of Education make.

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 1291403
Account number	1 2 9 1 4 0 3	
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	コリツク イヴ ケウジツ ナルキョウイクウ イヴ ケイヨウ サコヒデカズ	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 prescribed date and pay the enrollment fee and tuition fee.

• Enrollment fee 84,600 yen (2022 academic year results)

• Tuition fee (the first semester) 173,400 yen (2022 academic year results)

(the second semester) 173,400 yen (2022 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 3, 2023 (Monday) and April 28, 2023 (Friday).

(4) Please pay the tuition fee for the second semester between October 2, 2023 (Monday) and October 31, 2023 (Tuesday).

(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, please submit a graduation certificate, etc. before enrollment.
- ④ In principle, please fill out the application form in Japanese. Please 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) will 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

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

TEL : +81-88-687-6111

FAX : +81-88-687-6121

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, in order to become a research student at our university, the Japanese Language Proficiency Test N2 or above is necessary.
- ⑤ If the academic advisor agrees to "research guidance in English", the Japanese Language Proficiency Test N2 or above 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 such exams as TOEFL because their mother tongue (medium of instruction) is English, is required. However, please note that applicant's will need at least Japanese Proficiency Test N3 level Japanese for daily life in Japan.
- ⑥ Application document confirmation is required for application. Application document confirmation will not be given if there are deficiencies in the documents. When the application is permitted according to application document confirmation, applicants will complete the application by paying the examination fee by the examination fee payment deadline.  
The examination fee payment charges will be the responsibility of the applicant.
- ⑦ Enrollment screening will be conducted by document screening. Successful applicants will be notified, so the enrollment fee can be paid on time.  
The enrollment fee payment charges will be the responsibility of the applicant.
- ⑧ The tuition fee will be paid by the prescribed deadline after enrollment.