

**Graduate Program in Global Governance and Sustainable Development (G2SD),
The Graduate School of International Cultural Studies (GSICS)**

**Application for Doctoral Program (3-year course)
For October 2021 Admission**

I. Aim

The aim of this graduate program is to enhance one's ability to advance global governance and sustainable development. Since the challenges associated with these tasks are complex and inter-linked, what is needed to deal with them are the abilities to question conventional wisdom and to design innovative analytical frameworks on the basis of inter-disciplinary knowledge. This program intends to develop such abilities through a combination of critical reviews of theories, on the one hand, and problem-oriented empirical studies, on the other.

II. Curriculum and Degree

All courses in the Doctoral program are conducted in English. A minimum of 12 units of course work and completion of a Doctoral thesis are required for the Doctoral degree. The degree offered is "Doctor of Philosophy (International Cultural Studies)," or "Doctor of Philosophy." Students will also be offered a certificate recognizing completion of the program.

III. Application

1. Positions Available: Around 2 for the academic year 2021

2. Application Period and Admission

All application documents stated in subsection 4 below must be received between March 1, 2021 and April 16, 2021. A screening process including an interview will be conducted in June 2021 (See the table below). In the case that an applicant makes a false statement in the application documents, the applicant may have his or her admission revoked even after admission.

Note 1: Admissions to the program take place every April and October. The descriptions in this document are applicable only to October 2021 admissions. For April 2022 admissions, please refer to documents published in the future.

Note 2: It is strongly recommended that applicants, prior to application, contact and consult their prospective supervisors on their post-admission research plans.

Note 3: After admission, students will belong to the GSICS department that is overseen by their main supervisor and will be granted use of that department's facilities.

Admission	Applicant	Application Period	Screening
October 2021	All applicants	March 1 – April 16, 2021	June, 2021

3. Application Requirements

Applicants for the 3-year Doctoral program should meet one of the following criteria:

- (1) Those who have received, or will receive a Master's degree or professional degree by September 2021.
- (2) Those who have received, or will receive a Master's degree or professional degree, or an equivalent degree from a graduate school in a foreign country by September 2021.
- (3) Those who have completed, or will complete a course conducted by an educational institution of a foreign country via distance learning while the student resided in Japan, and have received, or will receive a Master's degree or professional degree, or an equivalent degree from that course by September 2021.
- (4) Those who have completed, or will complete a graduate program of a foreign educational facility in Japan, which (i) has been approved by the educational system of that country to operate the graduate program and (ii) is designated separately by the Minister of Education, Culture, Sports, Science and Technology of Japan (henceforth 'the Minister'), and have received, or will receive a Master's degree, a professional degree, or an equivalent degree by September 2021.
- (5) Those who have completed, or will complete a program at the United Nations University, and have received, or will receive a Master's degree, or an equivalent degree by September 2021.
- (6) Those who have been designated by the Minister. (Notification No. 118 of 1989 from the Ministry of Education)
 - i) Those who have engaged in research activities for 2 years or longer in universities or research institutes, etc., after graduating from a university, and who are judged, according to the GSICS's individual examination of applicants' research activities, to have reached a standard of achievement equivalent to or above the status of a Master's degree or professional degree.
 - ii) Those who have engaged in research activities for 2 years or longer in universities or research institutes, etc., after completing 16 years of school education in a foreign country, or after completing 16 years of school education by finishing a course conducted by a foreign university via distance

learning while the student resided in Japan, and who are judged, according to the GSICS's individual examination of applicants' research activities, to have reached a standard of achievement equivalent to or above the status of a Master's degree or professional degree.

- (7) Those whose academic abilities are judged by the GSICS to be equal to or greater than those of a person with a Master's degree or professional degree, and who are 24 years of age or older at the end of September 2021.

Notes 1: Applicants who will receive a Master's degree from a graduate school of Tohoku University (including the GSICS) fall under qualification (1) above, and are exempt from the fees for application and admission.

Note 2: Applicants that fall under qualification (6) or (7) must undergo a pre-qualification examination, and are required to submit the designated documents for this purpose to the Office of Academic Affairs of the GSICS by March 1, 2021 in order to fulfill the requirement for October 2021 admissions.

Please contact the Office of Academic Affairs of the GSICS for inquiries regarding application qualifications. See page 7 for contact information.

4. Application Procedures

(1) Application Items

- a) Application Form:** Use the prescribed form. The form must be typed and not written by hand. Do not change the format.
- b) Photograph:** Use the prescribed form. The form must be typed and not written by hand. Do not change the format.
- c) Certificate of Graduation (or Expected Graduation):** A certificate written in either English or Japanese. In the case where the original certificate is in a language other than English or Japanese, attach the original together with an official English or Japanese translation.
- d) Academic Transcript:** The transcript must be issued in either English or Japanese from the graduate school where your Master's degree was or will be conferred, and which bears the graduate school's official seal. In the case where the original transcript is in a language other than English or Japanese, attach the original together with an official English or Japanese translation.
- e) Statement of Research Plan:** Describe your research plan in English on A4 paper in 2,000 words or less.

- f) A Sample Research Paper Written in English:** You can submit the full text of your Master's Thesis written in English as a sample research paper.
- g) Both (A) Full Text and (B) Abstract of either your Graduation Thesis or Equivalent Research Paper:** The abstract shall be written in English on A4 paper in 2,000 words or fewer. If you submit the full text of your Master's thesis or equivalent research paper as a sample research paper for item f), you do not need to submit the full text for item g).
- h) A Photocopy of Formal Certificate of TOEFL® Test Score (iBT or ITP) or TOEIC® Test Score (Listening & Reading Test or Listening & Reading IP Test) or IELTS™ Band Score (academic):** for applicants for whom English is a foreign language.
- i) Two Letters of Reference:** The letters shall be written in either English or Japanese. The original letter(s) shall be enclosed in an envelope and sealed with the signature or personal seal of the referee(s). One of the letters shall be written by one of your academic advisors of the university where your Master's degree was or will be conferred.
- j) Statement of Financial Security:** For foreign applicants residing abroad at the time of application. A tax return, bank certificate, or personal statement showing a sufficient financial base for studying abroad.
- k) Certificate of Residence:** For applicants who are foreign residents of Japan at the time of application, and who have resided in Japan for more than 90 days; to be issued by the head of the local municipality. The certificate must contain your resident status.
- l) Certificate of Government-sponsored Foreign Student Status:** For foreign applicants who are studying in another Japanese university as a government-sponsored student.
- m) Application Fee of ¥30,000:** If you reside in Japan, the fee should be sent by a Postal Money Order; leave the payee/recipient column of the money order blank. You can make a cash payment if you submit your application forms directly to the GSICS Office of Academic Affairs. If you reside abroad and wish to pay by credit card, contact int-kkdk@grp.tohoku.ac.jp in advance and we will inform you of the necessary procedures.
- n) A Letter of Approval for Entrance:** If you want to enroll in the GSICS while maintaining employment with your organization, you are required to submit a Letter of Approval for Entrance issued by your employer.

Note 1: For current GSICS students who wish to apply to this Doctoral program, the application items f), h), i) and m) are not required in your submission.

Note 2: We will not accept an IELTS™ Band Score (academic) older than two years at time of application.

Although we will accept TOEFL® (iBT or ITP) or TOEIC® test score (Listening & Reading Test or Listening & Reading IP Test) older than two years at time of application, applicants are strongly recommended to submit a newer score. We only accept TOEFL iBT® scores from a single test date, not MyBest™ scores.

(2) Submitting Application Items

The application documents must be received during the stated period by the GSICS Office of Academic Affairs. The item number (e.g., a, and g (A)) should be clearly marked in the upper right hand corner of each document. The application documents shall be sent by registered mail, with the words “Application Documents Enclosed” written in red on the envelope, to the following address:

Office of Academic Affairs
Tohoku University Graduate School of International Cultural Studies
41 Kawauchi, Aoba-ku, Sendai 980-8576, Japan

5. Screening Method

Applicants are screened on the basis of a comprehensive evaluation of the application documents (including academic transcript and statement of research plan), English proficiency, and an interview conducted on-location or through Skype by Tohoku University staff. The interview will be conducted in English or Japanese depending on the applicant’s preference, although some or all questions may be asked in English. Applicants are required to make an oral presentation on their previous research achievements, such as their Master’s thesis, and their future research plan, and may also be asked some questions regarding basic knowledge on their research topics in the interview. Applicants will be notified of the details of the interview such as time and date after the initial screening.

6. Announcement of Acceptance and Enrollment

(a) The results of screening will be posted on the GSICS website at 5pm JST on June 16, 2021.

GSICS website: http://www.intcul.tohoku.ac.jp/english/admission/successful_applicants.html

(b) Documents needed for enrollment will be sent to successful applicants. The deadline for enrollment procedures is July 9, 2021.

(c) Successful applicants are requested to pay the following fees at the time of registration:

① Admission Fee: ¥282,000

Note : Successful applicants who are currently enrolled in GSICS are not required to pay the admission fee.

② Tuition Fee: ¥ 267,900 (half of the annual tuition fee of ¥535,800)

Note 1: In the case that tuition fees are revised during your period of study, you will be charged the revised tuition fee from the date of revision.

Note 2: Information on exemption of admission or tuition fees is included in documents (b).

③ Insurance and other expenses: There is a ¥3,620 fee for Gakkensai and Gakkenbai insurances and a ¥33,370 fee for Foreign Student Insurance (each insurance policy covers a three-year period). In addition, there is a ¥8,000 fee for joining the Tohoku University Alumni Association (¥6,000 for those who completed their undergraduate at Tohoku University). Further details will be provided in the admission documents. All fees are current as of April 1, 2021.

7. Long-Term Course Program

We have adopted a Long-Term Course Program for students who have difficulty completing the course in the normal 3 years due to concurrent employment, housework, caregiving and so on. Though the Doctoral Program normally lasts 3 years, it can be extended to 6 years. Those who wish to acquire a Doctoral degree by extending the normal 3-year completion limit can be admitted as Long-Term Course Students. Note that the maximum period of residency for the Doctoral Program is 6 years. Those who wish to do so must follow the instructions in the notification of acceptance, which will be delivered by mail after the announcement of acceptance, and submit the prescribed documents when conducting the other entrance procedures.

Coursework for students who are deemed eligible for the Long-Term Course Program is provided in accordance with the curricula and time schedule for regular students.

The annual tuition fee for long-term course students is calculated as follows: the total amount of tuition fees for the standard term (3-years) of study is divided over the extended term (6-years) of study. For details, please contact the GSICS Office of Academic Affairs.

8. Handling of Personal Information

- (1) All personal information submitted by applicants for the admission procedures will be used solely for educational purposes, such as the selecting applicants, enrollment procedures, post-enrollment student support and academic advising.
- (2) Personal information used to screen applicants will be handled with care as per Tohoku University's regulations on personal information protection and it will not be disclosed to any third party without the applicant's consent.
- (3) Please note that all applicants are assumed to agree with the terms above.

9. Others

- (1) Please note that incomplete applications will not be accepted. After receipt of the application documents, no correction is permitted, and application fees are not refundable.
- (2) Disclosure of examination results is available at the request of applicants during the fiscal year of the examination.
- (3) Appropriate support shall be provided for physically handicapped applicants. Please contact the GSICS Office of Academic Affairs at your earliest convenience to discuss individual needs.

10. Contact Information

If you have any questions, please contact:

Office of Academic Affairs

Tohoku University Graduate School of International Cultural Studies

41 Kawauchi, Aoba-ku, Sendai 980-8576, Japan

Fax: +81-22-795-7583

E-mail: int-kkdk@grp.tohoku.ac.jp