

International Program in Agricultural Development Studies (IPADS)

Graduate School of Agricultural and Life Sciences

The University of Tokyo

Rules of Admission—PhD Program, Academic Year 2019-2020

Our educational and research missions:

The Graduate School of Agricultural and Life Sciences aims to deliver world-class education and research in the field of agricultural and life sciences and nurture human resources that can tackle a diverse range of food and environmental issues in the world.

Students we seek:

The Graduate School of Agricultural and Life Sciences seeks students who have will and capabilities to pursue advanced research in agricultural and life sciences to solve the world's food and environmental issues, and are willing to devote their enthusiasm to acquire world-class expertise and research competence and disseminate the research results worldwide.

Selection criteria:

Below are the basic criteria for the selection,

- Having academic background of the area in which the applicants will apply, and the general understanding of the agricultural and life sciences, together with the English ability to disseminate the acquired knowledge,
- Having willingness and ability to conduct academic researches by acquiring related knowledge and identifying the issues.
- Having capacity to teach the knowledge and skills of the specialized area to the junior students.

Graduate School of Agricultural and Life Sciences, The University of Tokyo, seeks PhD candidates for the School's International Program in Agricultural Development Studies (IPADS) for the Academic Year 2019-2020 (enrolling in September 2019) according to the following Rules of Admission.

1. Program Overview

The IPADS PhD program is the only doctoral program that is taught entirely in English in the Graduate

School of Agricultural and Life Sciences. The program equips the students to be global leaders in the agricultural sector who have the capacity to identify and implement solutions to various agricultural, environmental, and resource management issues in developing countries. Students engage in a truly interdisciplinary curriculum filled with cutting-edge researches from all subdisciplines covering agriculture, encompassing both natural and social sciences. As fully integrated members of the School's Department of Global Agricultural Sciences, IPADS students have numerous opportunities to participate in seminars and international symposia, and to work collaboratively with the faculty members and fellow students, including those from the School's other departments and graduate programs. Approximately four students will be admitted for the Academic Year 2018-2019.

2. Eligibility

To be eligible to apply for this program, the applicant must meet all of the following criteria.

(1) Academic qualification

A Master's degree or equivalent is required as of 19 September 2019. The admission offer automatically becomes void if a student who has applied prior to the conferment of a Master's degree fails to attain it by 19 September 2019. (Those who expect to obtain a Master's degree or the equivalent between 20 and 30 September 2019 are required to contact the IPADS Office in order to check eligibility to apply for the program before applying online prescreening.)

(2) English language proficiency

A very high level of English language proficiency adequate to engage in high-quality postgraduate study is required.

(3) Academic records and research plan

Applicants must possess an excellent academic record and a sound plan for their PhD research that suits the program's philosophy.

(4) Date of arrival

All starting students must arrive in Tokyo by the designated date in early-September 2019. Failure to do so may result in cancellation of the admission offer.

Military employees, whether soldiers or civilians, are ineligible to apply.

3. Fees and Tuition

The following fees and tuition are payable.

- (1) Examination fee (payable on being shortlisted): ¥10,000
- (2) Enrollment fee (payable on admission): ¥282,000
- (3) Tuition (payable annually): ¥520,800

These fees and tuition are correct as of September 2018 and subject to change based on revisions of university regulations.

Payment of examination fee and enrollment fee is not required by students who are expected to be conferred a Master's degree or a professional degree by the University of Tokyo in August 2019.

4. Financial Support and Student Services

- (1) The examination fee, enrollment fee, and tuition are waived for recipients of the Japanese Government (Monbukagakusho) Scholarships on submission of a certificate showing their scholarship status.
- (2) A limited number of full scholarships funded by the Japanese Government (Monbukagakusho scholarships) may be available to outstanding applicants. These scholarships cover the enrollment fee and the tuition as well as living expenses. Selection will be conducted concurrently with selection for admission.
- (3) The University also offers a tuition waiver program for other students who meet certain criteria. Students can apply to this program after the enrollment.
- (4) For all other students, it is their own responsibility to secure funds for fees and tuition. While students, after enrollment, are eligible to apply for internal and external scholarships, including the University of Tokyo Fellowship, the School does not guarantee that all students are financially assisted.
- (5) Student services, including housing information service and limited health services, are provided to all students.

5. Application Process

The selection will be carried out in two separate rounds as per the following timetable. Applicants who apply for both rounds are considered in both, unless admitted through Round One.

	Round One	Round Two
Approximate number of students to be admitted	2	2
Deadline for online prescreening	7 December 2018 (Friday)	12 March 2019 (Tuesday)
Announcement of shortlisted candidates	by 21 December 2018 (Friday)	by 25 March 2019 (Monday)
Deadline for paper application (shortlisted candidates only)	1 February 2019 (Friday)	7 May 2019 (Tuesday)
Notification of the final result	by 8 March 2019 (Friday)	by 10 June 2019 (Monday)

5A. Prescreening

Potential applicants must show their intention to apply by submitting online application form available on the program website by midnight (Japan Standard Time) of 7 December 2018 (Round One) or 12 March 2019 (Round Two). Following the prescreening, those who meet the eligibility criteria and are considered suitable for consideration for admission (shortlisted candidates) will be invited to submit the application documents listed below. This invitation is made online on the program website on or before 21 December 2018 (Round One) or 25 March 2019 (Round Two).

5B. Application

For shortlisted candidates to be officially considered for admission, the following documents must be received by the IPADS Office not later than 1 February 2019 (Round One) or 7 May 2019 (Round Two). Documents should be submitted by a traceable method such as registered mail or international courier (e.g. UPS, DHL, and FedEx) as the IPADS Office will not consider late application. **Please note that application will not be considered if any of the details given in the application documents is inconsistent with the information provided at the prescreening.**

- (1) Application form—This will be available on the program website to shortlisted candidates.
- (2) Proof of a Master's degree—Original document with the official seal of the institution such as a degree certificate. For applicants who have not been awarded the degree at the time of application, an official certificate from the academic institution stating the expected date of completion needs to be submitted.

(3) Official transcripts—Original transcripts from all universities and colleges the applicant has previously attended, with the official seal of the institution. Transcripts must clearly demonstrate the marking system of the institution. In the case of applicants making an arrangement for an institution to directly forward the transcripts to the IPADS Office, indicate this on Document #10 below. All transcripts must be received by the IPADS Office not later than 1 February 2019 (Round One) or 7 May 2019 (Round Two).

(4) Proof of English proficiency—Either a TOEFL Score Report or an IELTS Test Report Form. For TOEFL, applicants must arrange for the ETS (Educational Testing Service) to forward the report to Graduate School of Agricultural and Life Sciences, the University of Tokyo (DI Code 1113). For IELTS, applicants must arrange for their IELTS Test Centre to send the report to the IPADS Office. In both cases, a photocopy of the examinee's copy of the score report must also be submitted with other application materials. Only reports showing the same scores and test date as those declared at the prescreening, for a test sat on or after 1 January 2017, will be accepted. Scores from TOEFL-ITP (Institutional Testing Program) are not accepted. This requirement may be waived for graduates of Bachelor's and/or Master's programs that are taught entirely in English. However, the School reserves the right to request submission of a proof of English proficiency from all applicants, regardless of their nationalities and education background.

(5) Research work conducted by the applicant—A Master's thesis or equivalent. A work in progress is acceptable for those who have not completed Master's degree at the time of application. If the work is written in a language other than English, an English summary must be attached.

(6) Proof of citizenship—A document issued by an official authority such as a citizenship certificate or certified copy of family registration. If the document is in a language other than English or Japanese, an English translation must be attached.

(7) Two letters of recommendation—These should be written by university academics who were nominated at the prescreening and are familiar with the applicant's academic achievement, such as supervisors for the Master's thesis. Letters may be in either English or Japanese, and must be inside a sealed envelope with the referee's signature across the seal. They can be sent to the IPADS Office by the applicant with other application materials or by the referees separately. In the latter case, indicate this on Document #10 below. Alternatively, the signed letters in electronic form (eg. PDF) can be directly sent by the referees. **No application will be processed without letters of recommendation.**

(8) Two photographs of the applicant—These must be taken within 6 months of the submission deadline; 6cm x 4cm, upper body only, full face without a hat. Please write your name on the back of each photograph.

(9) Proof of examination fee payment—The details regarding the examination fee will be notified at

the time of shortlisting.

(10) Application checklist—This will be available on the program website to shortlisted candidates.

Submitted documents will not be returned. The examination fee is non-refundable.

5C. Selection, interviews, and notification of results

(1) Selection is based on all application documents submitted to IPADS Office by the abovementioned deadline.

(2) An interview may be conducted, either in person or via videolink. Applicants will be notified in advance if this is the case.

(3) The final result will be notified to all shortlisted applicants by 8 March 2019 (Round One) or 10 June 2019 (Round Two).

6. Legal notices

(1) The enrollment fee is not refundable once the student enrolment procedure has been completed.

(2) The University of Tokyo uses the applicants' personal information for student selection, result notifications, and enrollment. Personal information of the enrolled students may also be used for the purposes of student administration (registration and progress management), students services (health care, recruitment support, tuition exemption, scholarship selection, library membership, and others), and the collection of the tuition.

(3) The selection results may be used for future improvement of both the admission procedures and education programs at the University of Tokyo.

(4) If any of the submitted documents is found to be falsified, the admission may be cancelled even after the enrollment.

7. Enquiries

The IPADS Office

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September 2019 PhD

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