

International Program in Agricultural Development Studies (IPADS)

Graduate School of Agricultural and Life Sciences

The University of Tokyo

**Rules of Admission—MSc Program Special Round for Joint Japan/World Bank Graduate
Scholarship Program (JJ/WBGSP), Academic Year 2024-2025**

Our educational and research missions:

The Graduate School of Agricultural and Life Sciences aims to promote advanced education and research in the field of agricultural and life sciences and nurture highly specialized human resources that can tackle the diverse range of food and environmental issues in the world.

Students we seek:

- Having a will and basic capabilities to tackle the diverse issues surrounding food and the environment challenged by the agricultural and life sciences.
- Having a global perspective and being enthusiastic about acquiring advanced expertise and improving research capability.

Selection policy:

Below are the basic criteria for the selection,

- Having specialized knowledge in the field of his/her choice, as well as broad knowledge and sufficient English proficiency in the agricultural and life sciences in general.
- Having the willingness and ability to work independently to acquire knowledge and discover problems.

Graduate School of Agricultural and Life Sciences, The University of Tokyo, seeks MSc candidates for the School's International Program in Agricultural Development Studies (IPADS) for the Academic Year 2024-2025 (enrolling in October 2024) according to the following Rules of Admission.

1. Program Overview

The IPADS MSc program is the only Master's program 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 research from all sub-disciplines 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 faculty members and fellow students, including those from the School's other departments and graduate programs.

The Joint Japan/World Bank Graduate Scholarship Program, organized by the World Bank, is offering a scholarship (here after JJWBGSP Scholarship) for the citizens of certain developing countries with development-related professional experience to study in a Master's program. IPADS is one of the Participating Programs selected by the World Bank. This special round is for those who intend to apply for JJWBGSP Scholarship.

Approximately two students of this round will be admitted for the Academic Year 2024-2025.

2. Eligibility

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

(1) Eligible to apply for JJWBGSP Scholarship

(The eligibility criteria to be announced by the World Bank's website for the 2024 application cycle should be applied, which overrides the summary below if there will be any discrepancies)

1. Be a national of a World Bank member developing country according to the list provided by the World Bank (for details, see:
<https://www.worldbank.org/en/programs/scholarships/brief/countries-eligible-for-jjwbgsp-scholarship>)
2. Not hold dual citizenship of any developed country;
3. Be in good health;
4. Hold a Bachelor's (or equivalent) degree earned at least 3 years prior to the Application Deadline date of JJWBSGP;
5. Have 3 years or more of recent development-related work experience after earning a Bachelor's (or equivalent) degree;
6. Be employed in development-related work in a paid full-time position at the time of submitting the scholarship application. Have at least 3 years of paid development-related employment

since earning a Bachelor's degree (or equivalent university degree) and acquired within the past 6 years from the date of the Application Deadline of JJWBGSP. For details, applicants must check the World Bank website, including the application guidelines and the FAQs.

7. Not be an Executive Director, his/her alternate, and/or staff of any type of appointment of the World Bank Group or a close relative of the aforementioned by blood or adoption with the term "close relative" defined as: Mother, Father, Sister, Half-sister, Brother, Half-brother, Son, Daughter, Aunt, Uncle, Niece, or Nephew.

(2) Academic qualification

Applicants must have completed a total of 16 or more years of education, including higher education. Applicants with fewer years of education must consult with the IPADS Office prior to application.

(3) English language proficiency

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

(4) Academic records and research plan

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

(5) Date of arrival

All newly admitted students must arrive in Tokyo by the designated date in September 2024. Those who cannot arrive in Tokyo by September 2024 must obtain a late arrival permission from the IPADS Office. Permission will be only granted for a few special circumstances. If a student fails to come to Japan by the designated date or to obtain permission, it 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): ¥535,800

These fees and tuition are correct as of October 2023 and are subject to change based on revisions of

university regulations.

4. Financial Support and Student Services

(1) Those admitted to this special round for JJWBGSP will be granted an unconditional admission certificate (except funding) and eligible to apply for JJWBGSP Scholarship. This scholarship covers the examination fee, enrollment fee and tuition as well as living expenses. The examination fee should be paid by the applicants at the time of application for IPADS and shall be refunded later on submission of a certificate showing their scholarship status.

(2) For those admitted in IPADS but fail in JJWBGSP scholarship screening, it is their responsibility to secure funds for fees and tuition. While students, are eligible for internal and external scholarships during the designated period, the University does not guarantee that all students are financially assisted.

(3) The University offers a tuition waiver program for those students who meet certain criteria. Students can apply to this program during the designated period.

(4) Student services, including housing information services and limited health services, are provided to all students.

5. Application Process

The selection is specifically designed for those who are planning to study in IPADS with the financial support of JJWBGSP.

	Round One	Round Two
Approximate number of students to be admitted	1	1
Deadline for online application	23 October 2023 (Monday)	14 February 2024 (Wednesday)
Announcement of shortlisted candidates	by 20 November 2023(Monday)	by 8 March 2024 (Monday)
Deadline for PDF application (shortlisted candidates only) * Original documents should be submitted during the designated	13 December 2023 (Wednesday)	29 March 2024 (Friday)

period in September 2024 for admitted applicants.		
Notification of the final result	by 6 February 2024 (Tuesday)	by 14 May 2024 (Tuesday)

5A. Prescreening

Potential applicants must show their intention to apply by submitting an online application form available on the program website by midnight (Japan Standard Time) of 23 October 2023 (for Round One) or 14 February 2024 (for 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 20 November 2023 (for Round One) or 8 March 2024 (for Round Two).

5B. Application

For shortlisted candidates to be officially considered for admission, electronic copies of the following documents must be received by the IPADS Office and the examination fee must be paid not later than 13 December 2023 (for Round One) or 29 March 2024 (for Round Two). Documents already submitted during the prescreening process are not required to submit again, however, any updated documents may be submitted by the deadline. The IPADS Office will not consider late applications. Original documents of the following (2) and (3) should be physically submitted to the Graduate Student Section of the Graduate School during the enrollment registration period in September 2024. **Note that if any discrepancies are found between the submitted electronic documents and original documents, the admission will be canceled at any time even after enrollment.**

(1) Application form with a face photograph —The form will be distributed to shortlisted candidates. A face photograph of the applicant—must be taken within 6 months of the submission deadline; 4.5 cm x 3.5 cm, upper body only, full face without a hat—should be attached electronically to the application form.

(2) Proof of a Bachelor’s degree—Electronic copy of an original document with the official seal of the institution such as a degree certificate. In addition, applicants with less than 16 years of academic history including primary, secondary, and higher education, need to submit a statement clearly explaining their academic history.

(3) Official transcripts—Electronic copies of 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.

(4) Proof of English proficiency—Either a TOEFL Score Report or an IELTS Test Report Form. For TOEFL iBT and TOEFL PTB, applicants must arrange for the ETS (Educational Testing Service) to electronically forward the report to IPADS, Graduate School of Agricultural and Life Sciences, the University of Tokyo (DI Code C351). TOEFL iBT (Special) Home Edition is acceptable as well. Both normal test date scores and “My Best Score” can be accepted as part of the application document. Scores of TOEFL Essentials can also be accepted as an alternative to above mentioned TOEFL scores. Scores of TOEFL ITP (Institutional Testing Program) are not accepted.

For IELTS, an electronic copy of the score report indicating TRF (Test Report Form) number must be submitted. IELTS Indicator is also acceptable.

For both TOEFL and IELTS, only test reports taken on or after 1 January 2022, will be accepted.

Applicants who meet one of the following criteria are automatically exempt from submitting the English proficiency test score.

- have completed their Bachelor’s program that is taught entirely in English in one of the following countries: *Australia, Canada, Ireland, New Zealand, South Africa, United Kingdom, and the United States of America;
- have worked full-time in a professional or academic environment where English has been used solely for at least three of the past six years in one of the above countries (*).

For applicants who meet one of the following criteria, the Duolingo English Test score is acceptable alternatively as proof of English proficiency.

- have completed their Bachelor’s program in universities which are located in countries other than the above countries (*) and indicated in the IAU World Higher Education Database (WHED) that English is included as the language of instruction; issue official letters proofing English as the sole instruction language with a hand-written signature of the head of the department or equivalent from universities.
- have worked full-time in a professional or academic environment where English has been solely used for at least three of the past six years in countries other than the above countries (*); issue official letters proofing English as the sole official language with a hand-written signature of the head of the department or equivalent from working places.

For the Duolingo English Test, in addition to the submission of an electronic copy of the certified test result, applicants must arrange to forward the test result electronically to IPADS, the University of

Tokyo.

However, the School reserves the right to request further evidence of English proficiency from all applicants, regardless of their nationalities and educational background including those who qualify for the English Test Exemption. Those who fail to submit their proof of English language proficiency according to the aforementioned rules will not be considered for further admission process.

(5) Proof of recent development-related work experience: For example, a copy of the employment contract that proves that the applicant has at least 3 years of paid development-related employment since earning a Bachelor's degree (or equivalent university degree) and acquired within the past 6 years from the date of the Application Deadline of JJWBGSP.

(6) Research work conducted by the applicant—A Bachelor's thesis, Honor's thesis, or equivalent. If the work is written in a language other than English, an English summary must be attached. Those who graduated from Bachelor's programs with no research component are required to submit essay assignments undertaken for a university course, original essays on agricultural development or any other academic report as a substitute for of their thesis.

(7) Proof of citizenship that shows that the candidate is a national of a World Bank member developing country according to the list provided by the World Bank – A document issued by an official authority such as a copy of a passport ID page, a citizenship certificate or a certified copy of family registration. If the document is in a language other than English or Japanese, an English translation must be attached.

(8) Three letters of recommendation (by those nominated by the applicant at the online application)—Two letters 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 fourth-year thesis. The third letter should be written by the applicant's supervisor at a current or previous workplace. Letters may be in either English or Japanese. They must be electronically scanned form (e.g. PDF) with an original hand-written signature and be directly sent by the referees from their official e-mail account given by the institution or workplace to which they belong to the IPADS Office. **No application will be processed without letters of recommendation.**

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

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 the IPADS Office by the

abovementioned deadline.

(2) An interview may be conducted via videolink for a limited number of applicants. Applicants will be notified in advance if this is the case.

(3) The final result will be notified to all shortlisted applicants by 6 February 2024 (for Round One) or 14 May 2024 (for Round Two).

(4) Even when the candidate fails to secure JJWBGSP Scholarship, he/she is still admitted to IPADS as a self-supported student. The applicant must secure funds by him/herself. There are other scholarships that the applicant can apply, however note that there is no guarantee that the funds will be secured.

6. Legal notices

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

(2) 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.

(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 canceled even after enrollment.

(5) 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.

(6) Persons with disabilities who need special assistance during exams and study should contact the IPADS Office as soon as possible, by 23 October, 2023 for Round One applicants and no later than, 14 February, 2024 for Round Two applicants.

7. Enquiries

The IPADS Office

Graduate School of Agricultural and Life Sciences

The University of Tokyo

1-1-1 Yayoi, Bunkyo, Tokyo 113-8657, Japan

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