

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 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 capabilities to tackle the diverse and sophisticate issues surrounding food and the environment challenged by the agricultural and life sciences.
- Being enthusiastic about acquiring advanced and cutting-edge expertise, improving research capability, and disseminating research outcome to the world.

Selection policy:

Below are the basic criteria for the selection,

- Having advanced and specialized knowledge in the field of his/her choice, extensive knowledge across disciplines in agricultural and life sciences, and English language proficiency for disseminating information globally.
- Having the willingness and sufficient capability to work independently to acquire knowledge and discover problems.
- Having the basic capacity to teach the knowledge and skills of the specialized area to 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 2024-2025 (enrolling in October 2024) according to the following Rules of Admission.

1. Program Overview

The IPADS PhD program is a doctoral 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. Approximately four students 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) Academic qualification

A Master's degree or equivalent is required as of 30 September 2024. The admission automatically becomes void if a student who has applied prior to the conferment of a Master's degree fails to attain it by 30 September 2024.

(2) English language proficiency

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

(3) Academic records and research plan

Applicants must possess excellent academic records 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 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 special circumstances. If a student fails to come to Japan by the designated date or to obtain permission, it may result in the 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 October 2023 and are subject to change based on revisions of university regulations.

Payment of examination and enrollment fees is not required for students who are currently enrolled in a Master's degree program or a professional degree program at the University of Tokyo.

4. Financial Support and Student Services

(1) The examination fee, enrollment fee, and tuition are waived for the current recipients of the Japanese Government (Monbukagakusho, hereafter MEXT) Scholarships on submission of a certificate showing their scholarship status.

(2) A limited number of full scholarships funded by the Japanese Government (hereafter MEXT Scholarships) may be available to outstanding applicants. These scholarships cover the examination fee, enrollment fee and tuition as well as living expenses. The examination fee should be paid by the MEXT Scholarship applicants at the time of application for IPADS and shall be refunded later on submission of a certificate showing their scholarship status. Selection will be conducted concurrently with the selection for admission.

(3) The University offers the University of Tokyo Fellowship which is a scholarship to provide a grant to outstanding postgraduate international students who are privately funded to assist their academic pursuits at the University. A monthly grant during the standard period of their program is provided to a limited number of outstanding MSc and PhD students in IPADS. The selection will be conducted concurrently with the selection for admission.

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

(5) For all other students, it is their own 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.

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

5. Application Process

The selection will be carried out in two separate rounds (Round One and Two) 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	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 period in September 2024 for admitted applicants.	13 December 2023 (Wednesday)	29 March 2024 (Friday)
Notification of the final result	by 6 February 2024 (Tuesday)	by 14 May 2024 (Tuesday)

Applicant from a developing country who concurrently applies for a scholarship scheme supported by Japan International Cooperation Agency (JICA) should follow the application schedule published by the JICA office in his/her home country.

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 be submitted 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 the original ones, 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 Master’s degree and a Bachelor’s degree—Electronic copy of an original document with the official seal of the institution such as a degree certificate. For the applicant who has not been awarded the Master’s 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—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 PBT, 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 be also 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 score 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 or have completed/are completing their Master'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 (*).
- are expected to complete their Master's program of IPADS in the University of Tokyo in March 2024 or September 2024.

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 or have completed/are completing their Master'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) Research work conducted by the applicant—A Master's thesis or equivalent. A work in progress is acceptable for those who have not completed their 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 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.

(7) Two letters of recommendation (by those nominated by the applicant at the online application)—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. 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 institutions to which they belong to the IPADS office. **No application will be processed without letters of recommendation.**

(8) 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).

6. Legal notices

(1) The enrollment fee is not refundable once the student enrolment 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

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The University of Tokyo

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