

[Summer Admission]
Guidelines for Applicants to the Oct. 2024
Doctoral Program
Graduate School of Urban Innovation
Yokohama National University

The Department of Urban Innovation has been set up for the Doctoral Program of the Graduate School of Urban Innovation. Through our Doctoral Program, we are committed to developing professionals who are capable of addressing urban and community issues globally. Toward that end, we facilitate the growth of individuals who can wield expertise in the realms of technology, society, culture and history, with practical abilities to conceive, design and build social hardware in terms of space, infrastructure and cultural foundations. At the same time, we aim to give rise to professionals competent at providing ongoing and pragmatic leadership and support in developing social software, in terms of the academic, cultural, artistic and citizenship realms of cities and localities.

[Important] These guidelines target applicants intending to enter the doctoral program in October 2024. Applicants intending to enter the doctoral program in April 2025 are to refer to the Guidelines for Applicants for the April 2025 Doctoral Program.

Note: In the event of unforeseen circumstances that make it difficult to conduct the examination according to the prescribed schedule due to public transportation disruptions, natural disasters, man-made disasters, epidemics, infectious diseases, etc., the methods of conducting the examination may be changed after the announcement of the Guidelines for Applicants
For the latest information, please refer to the "Admissions" page on our Institute of Urban Innovation website. (<https://www.urban.ynu.ac.jp/english/admission/index.html>)

1. Enrollment Capacity

Department	Admission Type	Oct. 2024 Enrollment Capacity
Department of Urban Innovation	Regular Admission (Special Selection and Written Examination Selection) Apply using Form 1-1 and Form 1-2.	A few students
	Special Admission for International Students (Special Selection and Written Examination Selection) Apply using Form 2-1 and Form 2-2.	A few students
	Special Admission for Adult Students Apply using Form 3-1 and Form 3-2.	A few students

2. Application Requirements

Regular Admission and Special Admission for International Students - You are eligible to apply for admission as a doctoral student in the Graduate School of Urban Innovation if any of the following (1) - (8) requirements apply.

Special Admission for Adult Students - You must have at least two years of career experience in duties

related to the fields in which you intend to perform research by September 30, 2024. You must also be deemed to have amassed significant achievements in those fields (self-nominated or recommended by others). You are eligible to apply for admission as a doctoral student in the Graduate School of Urban Innovation if any of the following (1) - (7) requirements apply. (Note 3)

- (1) You hold a master's degree or professional degree, or expect to have earned such a degree by September 30, 2024.
- (2) You have earned academic credentials overseas equivalent to a master's degree or professional degree, or expect to earn such credentials by September 30, 2024.
- (3) In Japan, you have earned academic credentials equivalent to a master's degree or a professional degree through a correspondence course operated by an overseas school, or expect to earn such credentials by September 30, 2024.
- (4) In Japan, you have earned academic credentials equivalent to a master's degree or professional degree through a degree program of an overseas university that is an accredited institution in that country's formal education system, and is designated separately by the Minister of Education, Culture, Sports, Science and Technology ("Minister of MEXT"), or you expect to have earned such credentials by September 30, 2024.
- (5) You have earned academic credentials equivalent to a master's degree after completing the curriculum of a program offered by the United Nations University, or you expect to have earned such credentials by September 30, 2024.
- (6) The Graduate School of Urban Innovation has deemed that you possess academic proficiency equivalent to or beyond that of a master's degree holder as a result of research and work otherwise performed during employment of at least two years in a university or research institution involving duties in a relevant field of research, subsequent to graduation from a university and earning a Bachelor's degree as set forth under Article 104 (7) of the School Education Act. (Note 1,2,3)
- (7) You have performed duties in a relevant field of research, during employment of at least two years in a university or research institution, subsequent to completing a 16-year curriculum of formal education overseas, or subsequent to completing a 16-year curriculum of overseas formal education while in Japan, whereby you completed a correspondence program operated by an overseas school. Also, the Graduate School of Urban Innovation has deemed that you possess academic proficiency equivalent to or beyond that of a master's degree holder as a result of research and work. (Note 1,2,3)
- (8) You will have reached 24 years of age as of September 30, 2024 and have undergone a separate admissions eligibility review by the Graduate School of Urban Innovation which has consequently deemed that you possess academic proficiency equivalent to or beyond that of a master's degree or professional degree holder. (Note 1,2)

Note 1: If you have been deemed eligible for enrollment by the Graduate School as set forth under Application Requirements (6), (7) or (8), you must also satisfy the following requirement. You must have produced works deemed at least equivalent in worth to a master's degree thesis, such as publications, academic papers, academic lectures, academic reports, award-winning works, and other such accomplishments.

Note 2: If you intend to apply for admission on the basis of Application Requirements (6), (7) or (8), you must first gain authorization for eligibility. To do so, you must consult with a faculty member of the relevant department for which you seek admission, and then must submit the documents listed below between the dates May 7, 2024 (Tuesday) and May 9, 2024 (Thursday) at 17:00, by postal mail to the Graduate School of Urban Innovation. Emailed applications will not be accepted. The university will notify applicants of assessment results sent out on May 22, 2024 (Wednesday). If you are deemed eligible to apply for university admission, you must complete the application process sometime between June 3, 2024 (Monday) and June 7, 2024

(Friday). (When applying for enrollment, you need not re-submit documents you have already provided to the university.)

1. Application to be granted eligibility to seek enrollment (Form 4)
2. Description of academic background to be granted eligibility to seek enrollment (Form 7)
3. Record of Research Achievements (Form 8)
4. Research Proposal (Form 9)
5. Certificate of graduation (or expected graduation) from last school attended, or certificate attesting to dates of attendance (or expected attendance)
6. Academic transcript from last school attended
7. Self-addressed stamped envelope (354-yen stamp for express delivery) for returning documents (standard-size envelope, 12 x 23.5cm)

Note 3: If you intend to apply for Special Admission for Adult Students, you must first gain authorization for eligibility to make such application. To do so, you must consult with a faculty member of the relevant department for which you seek admission, and then must submit the documents listed below between the dates May 7, 2024 (Tuesday) and May 9, 2024 (Thursday) at 17:00, by postal mail to the Graduate School of Urban Innovation. Emailed applications will not be accepted.

1. Application to be granted eligibility to seek enrollment (Form 5)
2. Description of academic background to be granted eligibility to seek enrollment (Form 7)
3. One of the following according to your status:
(On duty when applying) Examination Certificate and Letter of Recommendation
(Have experienced duties) Certificate of occupation in research or duty
4. Record of Research Achievements (Form 8)
5. Research Proposal (Form 9)
6. Self-addressed stamped envelope (354-yen stamp for express delivery) for returning documents (standard-size envelope, 12 x 23.5cm)

If you intend to apply for admission on the basis of Application Requirements (6) and (7), you must submit the following document together with the above during the same period, because you have to take the additional judgment of eligibility to seek enrollment.

7. Application to be granted eligibility to seek enrollment (Form 6)
8. Certificate of graduation (or expected graduation) from last school attended, or certificate attesting to dates of attendance (or expected attendance)
9. Academic transcript from last school attended

Note: Application documents can be downloaded from the How to Apply (“Admissions”) page of the Graduate School of Urban Innovation website. Print out all pages of the application form on white A4 paper, one side only. If you make a mistake, put a double line through the incorrect information and write the correct information in the margin.

The Graduate School will notify applicants of assessment results, sent out on May 22, 2024 (Wednesday). If you are deemed eligible to apply for university admission, you must complete the application process sometime between June 3, 2024 (Monday) and June 7, 2024 (Friday).

3. Selection Process

[1] Regular Admission and Special Admission for International Students

(1) Special Selection (For Doctoral Program recommendation)

Special selection procedures (Recommendation for Advancement to the Doctoral Program) are available for those currently enrolled in the Master’s Program at the Graduate School of Urban Innovation and expect to acquire their master’s degree credits by September 30, 2024. Those intending to acquire accreditation to move onto the doctoral program through a recommendation from the Graduate School of Urban Innovation **must consult in advance** with their academic advisors and the faculty members listed on page 16 who accept inquiries regarding desired specializations **by May 9, 2024 (Thursday).**

① Test Eligibility Accreditation

Academic advisors will contact applicants starting **May 22, 2024 (Wednesday)** with regard to the results of their test eligibility accreditation. Accredited applicants must submit to the Graduate School of Urban Innovation the following between June 3 (Monday) and June 7 (Friday), 2024: a) Recommendation Form for Advancement to the Doctoral Program (Form 14) provided at a later date; b) self-addressed envelope label (Form 13) (with name, address, postal code, and other important details); and c) a self-addressed stamped envelope (standard-sized 12cm × 23.5cm envelope with your name, address, zip code and an attached 354-yen stamp to cover express postage) with name and address for returning documents. The deadline will be strictly observed.

Applicants who pass the examination will be notified with a Pass Notification Letter sent by mail on September 4, 2024 (Wednesday).

② Special Selection Process (Recommendation for Advancement to the Doctoral Program) Method

Applicants accredited with eligibility to take the test will be given oral tests on foreign language, major subjects, etc. Check with your academic advisor and the faculty members listed on page 16 who accept inquiries regarding desired specializations for further details.

Applicants not accredited with the eligibility to take the test in ① above must prepare for the written selection test in (2).

(2) Written Examination Selection

Screening in this category is based on the content of application documents, results of foreign language proficiency exams*, academic and oral exams, and other such factors. You will be notified separately about the details on the procedures for the oral examination.

***Before submitting application documents, individuals applying for the Department of Urban Innovation must consult with a faculty member who they would like as an academic advisor or an academic advisor who handles respective inquiries. (Refer to pp.16-19)**

<Applicants of Architectural Field, Urban Culture Field or Urban Infrastructure Field>

Foreign language proficiency	100 points	Screening on the basis of scores of TOEIC, TOEFL or IELTS
Academic Exam	200 points	You must select the test subject matter in your field of study: Architectural Field, Urban Culture Field, Urban Infrastructure Field, and Humanities and Social Sciences Field
Oral Exam	200 points	The oral exam component will center on topics such as your plans for future research. Other areas touched on may include, for instance, questions on master’s thesis content for master's degree holders, and questions about published papers for those who submitted a separate thesis in lieu of a master's thesis.

<Applicants of Humanities and Social Sciences Field>

Foreign language proficiency	100 points	Screening on the basis of scores of TOEIC, TOEFL or IELTS
Academic Exam	200 points	You must select the test subject matter in your field of study: Architectural Field, Urban Culture Field, Urban Infrastructure Field, and Humanities and Social Sciences Field
Oral Exam	200 points	The oral exam component will center on topics such as your plans for future research. Other areas touched on may include, for instance, questions on master's thesis content for master's degree holders, and questions about published papers for those who submitted a separate thesis in lieu of a master's thesis.

***[Foreign Language Proficiency Exams]**

The foreign language testing component of the admissions score is calculated on the basis of the TOEIC, TOEFL or IELTS English language proficiency exam in below (1). However, if you opt to focus on Humanities and Social Sciences Field then, depending on your choice of research subject, you may choose one language out of Germany, Russian, Spanish, French or Chinese for the exam in section (2).

(1) English language proficiency tests (TOEIC, TOEFL and IELTS scores)

Test	Certificate of Proficiency to be submitted
TOEIC L&R	Official Score Certificate : Items mailed to your home, Digital Official Score Certificate. Items printed at home are not acceptable. However, Items printed at home that can be identified by the QR code may be submitted.
TOEFL (iBT)	Test Taker Score Report : Items mailed to your home. Items printed at home are not acceptable.
TOEFL (iBT) Home Edition, Paper Edition	Test Taker Score Report : Items mailed to your home. Items printed at home are not acceptable.
IELTS (Academic Module)	Test Report Form : Items mailed to your home. ※If you have taken IELTS Online, please download and print out a PDF of the Test Report Form (Test Report Form for Candidates) from the Test Result Confirmation page and submit it.

- 1) You must submit a Certificate of Proficiency showing test score results from one of the foreign language proficiency tests listed above (original only with your photograph attached, photocopies not accepted) with application documents or before the start of Academic Exam. as required by the exam supervisor, etc. Certificate of Proficiency must have been issued within two years of the date you are to take the academic exam. You will be deemed **ineligible for admission** if you fail to submit a qualified foreign language Certificate of Proficiency. The Graduate School will return the submitted Certificate of Proficiency on your interview.

- 2) The Graduate School does not recognize scores of institutional program tests such as the TOEIC-IP or TOEFL-ITP, nor does the university recognize the TOEIC Bridge or TOEIC S&W tests.
- 3) Means of converting respective foreign language assessment test scores into the equivalent foreign language test score for admission are detailed as follows. The decimal score is rounded off.

TOEIC score

The foreign language (English) component of the graduate school admissions score is worth 100 points. TOEIC scores are accordingly converted to fit the 100-point scale for the admissions score as shown below.

TOEIC	Conversion Method	Foreign Language Proficiency
More than 800	100	100
500 ~ 800	$(\text{TOEIC} - 500)/6 + 50$	50 ~ 100
350 ~ 500	$(\text{TOEIC} - 350)/3$	0 ~ 50
Less than 350	0	0

TOEFL score

- The foreign language proficiency score is calculated by converting the TOEFL-iBT or TOEFL (iBT) Home Edition, Paper Edition to fit the 100-point scale using the score conversion table below.

TOEFL -iBT	Foreign Language Proficiency	TOEFL -iBT	Foreign Language Proficiency	TOEFL -iBT	Foreign Language Proficiency	TOEFL -iBT	Foreign Language Proficiency	TOEFL -iBT	Foreign Language Proficiency
90~120	100	76	85	64	69	53	53	43	24
88~89	99	74~75	82	62~63	66	52	52	41~42	21
86~87	97	72~73	80	61	64	51	47	40	15
84~85	95	71	79	59~60	63	49~50	43	39	12
83	93	69~70	75	58	61	48	40	38	9
81~82	90	68	74	57	60	47	38	36~37	2
79~80	88	66~67	73	56	56	45~46	34	0~35	0
77~78	87	65	71	54~55	55	44	28		

Note: The score is rounded to the nearest whole number.

- Graduate School of Urban Innovation does not recognize “MyBest scores” written on “Test Taker Score Report”.

IELTS score

IELTS scores are converted accordingly to fit the 100-point scale for the admissions score as shown below.

IELTS	Conversion Method	Foreign Language Proficiency
7 or higher	100	100
4 ~ 7	$(\text{IELTS} - 1) \times 50/3$	50 ~ 100
3 ~ 4	$(\text{IELTS} - 3) \times 50$	0 ~ 50
3 or lower	0	0

(2) Other languages —German, Russian, Spanish, French and Chinese

If you elect to focus on Humanities and Social Sciences Field, you may select one of the foreign languages listed above in lieu of English for admissions scoring. If you intend to do so, you need to first contact a faculty member whom you wish to act as your academic advisor, and then select one of the foreign languages listed below for admissions scoring when application documents are

submitted. (You must write the respective foreign language on the application documents.)
 However, if your native language is stated above, you may not choose your native language as a foreign language.

- 1) If you select German, Russian, Spanish, or French, you will be considered as being selected on the basis of your score converted to its CEFR equivalent, and will not sit a written exam. You must submit the exam results (certificates of proficiency showing test scores of one of the exams listed below) subject to admissions scoring (original Certificates of Proficiency only, no photocopies accepted) during your application period or the day of your first departmental exam (You must pass it before the exam starts as required by the exam supervisor, etc.). You will be deemed **ineligible for admission** if you fail to submit a foreign language Certificate of Proficiency with a passing score, issued within five years prior to the day of the departmental exam. The submitted Certificates of Proficiency will be returned at the time of your interview.
 - German: Zertifikat Deutsch, Goethe-Zertifikat, TestDaf, TELC, etc.
 - Russian: TRKI, etc.
 - Spanish: DELE, Evaluación del Conocimiento de La Lengua Española (Seiken), etc.
 - French: DELF, DALF, TEF/TCF, Futsuken, etc

- 2) If you select Chinese, you will be considered as being selected on the basis of your score converted to its CEFR equivalent, and will not sit a written exam. you must submit the exam results (certificates of proficiency showing test scores of one of the exams listed below) subject to admissions scoring (original Certificates of Proficiency only, no photocopies accepted) during your application period or the day of your first departmental exam (You must pass it before the exam starts as required by the exam supervisor, etc.). You will be deemed **ineligible for admission** if you fail to submit a foreign language Certificate of Proficiency with a passing score, issued within two years prior to the day of the departmental exam. The submitted Certificates of Proficiency will be returned at the time of your interview.
 - Chinese: Chinese Proficiency Test (HSK)

- 3) Scores of foreign language proficiency tests with CEFR score equivalents are converted to a score for the foreign language component of graduate school admissions based on the table below.

Conversion Method (Standard Value of CEFR Score)	Foreign Language Proficiency
A1	10
A2	40
B1	70
B2	90
C1, C2	100

- 4) Chinese proficiency exam (Chinese Proficiency Test (HSK)) score conversion
 As above 3), the level will be converted to a score for the foreign language component of graduate school admissions.

Chinese Proficiency Test (HSK)	Conversion Method	Foreign Language Proficiency
Level 1	A1	10
Level 2	A2	40
Level 3	B1	70
Level 4	B2	90
Level 5 or 6	C1, C2	100

[2] Special Admission for Adult Students

Screening in this category will involve review of application documents and an oral exam pertaining to master's thesis content or works in lieu of a master's thesis, and regarding the Research Proposal. The oral exam may also entail a foreign language component if deemed necessary based on Research Proposal content.

Note: If you wish to apply for these programs, consult with a faculty member you wish to act as your academic advisor before submitting the application. (Refer to pp.16-19.)

4. Application Procedures

- (1) Application documents must be sent by registered mail and must arrive at the Graduate School during the period specified. Hand-delivered applications and those sent by email will not be accepted.
- (2) The period during which application documents may be submitted runs from June 3, 2024 (Monday) and June 7, 2024 (Friday). However, applications sent by registered express mail and postmarked on or before June 6, 2024 (Thursday) will be accepted if they arrive after the final deadline.
- (3) Send applications to: Graduate School of Urban Innovation, Yokohama National University, 79-5 Tokiwadai, Hodogaya-ku, Yokohama 240-8501, JAPAN
(Applications should be mailed in a standard-sized 24cm × 33.2cm envelope with the university-designated label affixed.)

Note: If you reside overseas, you will need to enlist an individual based in Japan to send the application documents to the Graduate School by postal mail on your behalf. However, if you absolutely must send the application documents from an overseas location, send them by international express mail or some other service that allows mail to be tracked, so that they arrive not later than June 7, (Friday), 2024. If posting from outside Japan, they must arrive before the deadline even if the postmark date noted in (2) above is within the deadline, or your application documents will not be accepted. If you provide a self-addressed return envelope with a foreign address, you must also include an IRC (International Reply Coupon) sufficient to cover the cost of EMS delivery.

- (4) The Graduate School will send out the exam admission slip by special delivery mail to applicants around mid-July.

5. Documents to Submit

Submit the following documents at application procedure. Your application documents will not be accepted if required information has been omitted from them or if they contain other deficiencies. Application documents can be downloaded from the How to Apply (“Admissions”) page of the Graduate School of Urban Innovation website. Print out all pages of the application form on white A4 paper, one side only. If you make a mistake, put a double line through the incorrect information and write the correct information in the margin.

Application documents and other items	Submitted by	Details	Form no.
Application label	All applicants	<u>The label is available for download on the How to Apply (“Admissions”) page of the Graduate School of Urban Innovation website. Print out the label and affix to a standard-sized 24cm × 33.2cm envelope, then mail the documents listed below by registered mail.</u>	12
Documents to Submit Check List	All applicants	<u>The checklist is available for download on the How to Apply (“Admissions”) page of the Graduate School of Urban Innovation website. Application documents should be arranged in the order as specified in this checklist.</u>	0
Entrance examination fee	All applicants The following applicants are not required to pay this fee: <ul style="list-style-type: none"> • International students on Japanese government scholarship (Include a Certificate of Japanese Government (Monbukagakusho) scholarship student with application documents) • Graduates of the master's program or professional degree program of YNU who go on to the doctoral program directly 	<p><u>The form is available for download on the How to Apply (“Admissions”) page of the Graduate School of Urban Innovation website.</u></p> <p>(1) Entrance exam fee: ¥30,000 (All fees associated with payments are to be paid by the individual seeking admission to the university.)</p> <p>(2) Pay the Entrance exam fee by a deadline for the application. (3) Pay the Entrance exam fee by either method of next ①~③</p> <p>①[Applicants who are Japanese nationals and international students residing in Japan]</p> <ul style="list-style-type: none"> • Payment can be made at 7-Eleven, Lawson, Ministop and FamilyMart convenience stores. • Refer to the guidelines on payment of entrance examination fees. <p>②[Applicants residing overseas and international students residing in Japan]</p> <ul style="list-style-type: none"> • The university accepts payment by credit card (VISA, MasterCard, JCB, American Express, MUFG, DC, UFJ, NICOS) and by China UnionPay (CUP). • Further details are available on the entrance examinations and school admissions page of the YNU website. https://www.ynu.ac.jp/exam/graduate/payment/index.html <p>③[Applicants residing overseas]</p> <ul style="list-style-type: none"> • You can pay by credit card or bank transfer using “Flywire”, an international money transfer service for educational institutions, at the following URL: https://www.flywire.com/pay/ynuni/ • When using this service, please check the Flywire website and contact the support desk if you have any questions. Flywire homepage: https://www.flywire.com Flywire Support Desk: https://www.flywire.com/support <p>*You will be responsible for any additional payment fees that are required at the time of payment.</p> <p>*In the Student ID/Examinee’s number field, enter “0” for payment of the entrance examination fee.</p> <p>(4) Attach to the space provided on Form 11 a certificate showing a certificate of payment or a hard copy of</p>	11

		<p>E-mail notification of full payment received or a hard copy of receipt (Family Mart) and send Form 11 along with the rest of the application documents.</p> <p>*Waiver of entrance examination fee for affected people in the area subject to the Disaster Relief Act and the like YNU waives the entrance examination fee for applicants affected by disasters to ensure they have the opportunity to seek admission. For more details, please visit our website (https://www.ynu.ac.jp/exam/).</p>	
Application Form	All applicants	<p><u>The form is available for download on the How to Apply (“Admissions”) page of the Graduate School of Urban Innovation website.</u></p> <p>Provide two ID photographs of your face and upper body with no hat on, height 4 cm x width 3 cm, taken within three months of application submission. Attach the photograph to the Enrollment Application. Photographs cannot be modified. Do not use the erasable marking pen.</p>	1-1 or 2-1 or 3-1
Exam Admission Slip	All applicants	<p><u>The slip is available for download on the How to Apply (“Admissions”) page of the Graduate School of Urban Innovation website.</u></p> <p>Provide two ID photographs of your face and upper body with no hat on, height 4 cm x width 3 cm, taken within three months of application submission. Attach the photograph to the Exam Admission Slip. Photographs cannot be modified. Do not use the erasable marking pen.</p>	1-2 or 2-2 or 3-2
Self-addressed envelope label	All applicants	<p><u>The label is available for download on the How to Apply (“Admissions”) page of the Graduate School of Urban Innovation website.</u></p> <p>Write down your name, address and zip code on the envelope with the university-designated label affixed. (This will be used by the Graduate School for communications other than the Exam Admission Slip.)</p>	13
Self-addressed envelope	All applicants	<p>Standard-sized 12cm × 23.5cm envelope with your name, address, zip code and an attached 354-yen stamp to cover express postage. (This will be used to mail out the Exam Admission Slip.)</p>	
Certificate of graduation (or expected graduation) of last school attended	All applicants	<p>(1) The certificate must be an original prepared by your university of origin (home institution), no photocopies accepted. However, international students applying for admission may furnish a photocopy of the original certificate out of necessity, but must then show the original to Graduate School of Urban Innovation Section prior to sending application documents.</p> <p>(2) If you have graduated from an overseas university, your application documents must include degree certificates or other documents noting your academic credentials. (Such documentation is not needed if certificates submitted enable verification of academic credentials. Include an English or Japanese translation of documents rendered in other languages. Photocopies of certificate originals will not be accepted.)</p>	

Academic transcript	All applicants	(1) Document must be prepared by the president or an academic dean of the university of origin (home institution). Photocopies of originals will not be accepted. (2) Provide a Japanese or English translation if documentation is in another language.	
Master's thesis and summary	All applicants	(1) You must submit either your master's thesis or another thesis (1 copy), and two copies of a summary of the thesis, either 4,000 Japanese characters or 500 English words in length. (2) If you expect to complete a master's program, you need to provide a summary of around 4,000 Japanese characters or 500 English words regarding the subject of your master's thesis and progress made with your research.	
Record of Research Achievements	All applicants	<u>The form is available for download on the How to Apply ("Admissions") page of the Graduate School of Urban Innovation website.</u> List of publications and other achievements (provide attachments of items where possible)	8
Research Proposal	All applicants	<u>The form is available for download on the How to Apply ("Admissions") page of the Graduate School of Urban Innovation website.</u> Contact a faculty member who you would like to act as your academic advisor for the preparation of your Research Proposal.	9
Curriculum vitae for international students	Non-Japanese applicants only Not required of those applying on the basis of Application Requirement (1).	<u>The form is available for download on the How to Apply ("Admissions") page of the Graduate School of Urban Innovation website.</u> Use the CV template furnished by YNU. It must be completed in Japanese or English.	10
Certificate about residence status	Non-Japanese applicants only	(1) Applicants who are non-Japanese citizens currently residing in Japan must submit a photocopy of the front and back of their residence card. (2) Non-Japanese citizens not currently residing in Japan must submit a photocopy of their passport.	
Permission from workplace supervisor to take the entrance exam	Special Selection for Adult Students	No prescribed format.	
Certificate of eligibility to apply for admission (copy)	• Applicant on the basis of Application Requirement(6)~(8) • Special Selection for Adult Students	Enclose "Certificate of eligibility to apply for admission (copy)" certified by Dean of Graduate School of Urban Innovation.	

You must submit the following documents with application documents or before the start of Academic Exam as required by the exam supervisor, etc.

Foreign language proficiency test scores — Certificates of Proficiency	Required applicants	Please refer to p.5 for details. On the "Documents to Submit Check List(Form0)", indicate whether you are including the Certificate of Proficiency in your mailed documents or whether you will bring it on the day and submit it before the start of Academic Exam.	
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6. Exam Dates and Venues

Exams will be held as follows. Schedules and venues for written exams and interviews will be posted on the Graduate School of Urban Innovation bulletin board and website between July 24, 2024 (Wednesday) at 15:00 and the date of the exam.

[1] Regular Admission and Special Admission for International Students

(1) Special Selection (For Doctoral Program recommendation)

The date, time, and place will be announced by academic advisors and the faculty members listed on page 16 who accept inquiries regarding desired specializations. Follow the instructions provided.

(2) Written Examination Selection

1. Applicants of Architectural Field

Dates	Subjects/Tests	Time
August 21 (Wed.)	Foreign Language Proficiency (English)	
	Academic Exam	9:00 to 11:00
August 22 (Thu.)	Oral Exam	To be announced

2. Applicants of Urban Culture Field

Dates	Subjects/Tests	Time
August 21 (Wed.)	Foreign Language Proficiency (English)	
	Academic Exam	9:00 to 11:00
	Oral Exam	To be announced

3. Applicants of Urban Infrastructure Field

Dates	Subjects/Tests	Time
August 21 (Wed.)	Foreign Language Proficiency (English)	
	Academic Exam	9:00 to 11:00
August 22 (Thu.)	Oral Exam	To be announced

4. Applicants of Humanities and Social Sciences Field

Dates	Subjects/Tests	Time
August 21 (Wed.)	Foreign Language Proficiency	
	Academic Exam	9:00 to 11:00
	Oral Exam	To be announced

[Notes]

- Examinees must enter the testing room at least 20 minutes prior to the start of the exam. For the examinees for Urban Infrastructure Field and Humanities and Social Sciences Field, if

examinees are unable to enter the testing room by the time the oral examination begins, the examinees will be disqualified from the examination.

- Certificates of Proficiency showing TOEIC, TOEFL and IELTS scores will be collected before the start of Academic Exam I (For applicants who submitted it with application documents, it is not necessary.). Certificates of foreign language proficiency will be returned at the oral exam.
- Applicants of the Special Admission for International Students can use English to answer the entrance examinations.
- International Students may use language dictionaries for tests other than language proficiency exams. However, examinees may not use electronic dictionaries.
- Examinees may bring non-programmable scientific calculators for use in the Academic Exam (written exam).

[2] Special Selection for Adult Students

1. Applicants of Architectural Field or Urban Infrastructure Field

Dates	Subjects/Tests	Time
August 22 (Thu.)	Oral Exam	To be announced

2. Applicants of Urban Culture Field

Dates	Subjects/Tests	Time
August 21 (Wed.)	Oral Exam	To be announced

3. Applicants of Humanities and Social Sciences Field

Dates	Subjects/Tests	Time
August 21 (Wed.)	Oral Exam	To be announced

[Notes]

- Examinees must enter the testing room at least 20 minutes prior to the start of the exam. For the examinees for Urban Infrastructure Field and Humanities and Social Sciences Field, if examinees are unable to enter the testing room by the time the oral examination begins, the examinees will be disqualified from the examination.

7. Notes

- (1) You are required to be in possession of the Exam Admission Slip on the day of the entrance exam.
- (2) Watches with dictionary, calculator, terminal, communication, or other functions, clocks with or without such functions that are difficult to distinguish, clocks with a secondhand sound, kitchen timers, and large clocks are not allowed.
- (3) The following acts are misconducts. If there are any misconducts, you must stop to take the exam immediately and will be expelled. You will not be permitted to take our exams again. The exams that you have already taken will be invalidated.
 - a) Cheating. Assisting and giving the answers to other examinees.
 - b) Opening the questions sheet and answering the questions before the exam starts. Moreover, holding a pencil, etc. and continuing to answer the questions even if an exam supervisor tells the end of the exam.
 - c) Bring out the questions sheet and/or the answers sheet during the exam and after the exam.
 - d) Using electronic devices such as mobile phones, smart phones, wearable terminals, tablet terminals, earphones, etc. and auxiliary tools such as rulers, dictionaries, etc. during the exam.
(*Excluding those for which use is permitted.)
- (4) The following acts might be misconducts during the exam. If your suspicious activity is

recognized, our judgement is the same as the above-mentioned (3).

- a) Wearing or holding in the hand, without storing in your bag, of electric devices such as mobile phones, smartphones, wearable devices, tablets, earphones, and other electronic devices, rulers, dictionaries, and other aids during the exam.
(*Excluding those for which use is permitted.)
 - b) Acts that you disturb other examinees in the examination hall, examination room, or waiting room.
 - c) Acts that you do not follow instructions by the examiners in the examination hall, examination room, or waiting room.
 - d) Other acts that you may impair the fairness of the exams.
- (5) The Graduate School does not allow changes to submitted documents after completion of the application process, nor does it return such documents.
 - (6) The Graduate School will provide immediate notification regarding updates and other changes to the entrance exams.
 - (7) You will be deemed ineligible for admission if you fail to take even a single component of the entrance exam (foreign language exam, academic exam, interview, etc.) required by the respective Specializations. (Including if you fail to submit your test score from TOEIC, TOEFL, IELTS, other CEFR equivalents of foreign language proficiency test scores when applying or before the academic exam date.)
 - (8) When there was false mentioning on an application form, and/or misconducts during the exam was recognized even after entering a school, the entrance is canceled. In addition, depending on the nature of the misconducts, we may submit a damage report to the police.

8. Announcement of Examination Results

- (1) The Graduate School will announce the Examination results by posting exam registration numbers of successful examinees to the Graduate School of Urban Innovation website (<https://www.urban.ynu.ac.jp/>) on September 4, 2024 (Wednesday) at around 15:00, and also via postal mail sent out on September 4, 2024 (Wednesday).
- (2) When a vacancy occurs in the Enrollment Capacity, the Graduate School may supplement it with additional successful examinees. The Graduate School will notify applicants on the waiting list who are later accepted for enrollment by postal mail and telephone, via the addresses and telephone numbers specified on their respective Enrollment Applications. The Graduate School will not accommodate inquiries regarding the admissions waiting list.
- (3) The Graduate School will not accommodate inquiries regarding entrance exam pass-fail results by telephone, fax, e-mail or other means of contact.

9. Enrollment Procedures

- (1) If you receive notification of acceptance for enrollment, you must complete the required enrollment procedures during the following period. Applicants who fail to complete the required procedures by the deadlines set will be refused admission.
From September 9, 2024 (Monday) to September 11, 2024 (Wednesday)
However, applications sent by registered express mail and postmarked on or before September 10, 2024 (Tuesday) will be accepted even if they arrive after the deadline.
- (2) Payment required at time of enrollment
 1. Enrollment fee: 282,000 yen (currently)
(International students on Japanese government [MEXT] scholarship or graduates of the master's program or professional degree program of YNU who go on to the doctoral program directly will not be assessed the fee.)
 2. Annual tuition: 535,800 yen (currently)

(International students on Japanese government [MEXT] scholarship will not be assessed these fees.)

Please note that enrollment and tuition fees are subject to revision. If the tuition is revised while you are attending the university, the new tuition will apply to you.

- (3) Enrollment fees will not be refunded after completion of the enrollment process under any circumstances.
- (4) To obtain "Student" residence status, self-sponsored international students taking the entrance exam must be able to demonstrate that they possess sufficient economic resources to support themselves as a foreign student in Japan.
- (5) If you are currently employed by the government, a company or other such entity, you must submit a document indicating that you have approval of a manager or other representative of the employer to enroll in the university (format optional) during the enrollment process. Please prepare it in advance.
- (6) A post-enrollment financial aid program has been established, and provides enrollment and tuition fee waivers, scholarships and other such forms of assistance. For further details, check the scholarship and tuition/enrollment fee waiver section of the Student Affairs Department, Student Support Division website. (<https://www.gakuseisupport.ynu.ac.jp/expense/>)
- (7) If you wish to live in a student dormitory, you may need to apply for a residence before the dates set for the enrollment process. As such, be sure to check the campus residency application guidelines section of the Student Affairs Department, Student Support Division website, and accordingly complete the dormitory application process by the deadline. (<https://www.gakuseisupport.ynu.ac.jp/dormitory/>)

10. Contact Information for Administrative Inquiries

Please make an inquiry below if you have any questions regarding the application requirements or application documents:

Graduate School of Urban Innovation Section, Yokohama National University,
79-5 Tokiwadai, Hodogaya-ku, Yokohama 240-8501, JAPAN
Tel. +81-45-339-3826
E-mail ses.daigakuin-urb@ynu.ac.jp

11. Faculty Member

Before submitting your application documents, please be sure to discuss the research content with the faculty member whom you would like as your academic advisor or a faculty member who handles inquiries about your desired course. For details of research fields, please see the YNU Researchers database (<https://er-web.ynu.ac.jp>) or the “Faculty” page of the Institute of Urban Innovation website.

<Department of Urban Innovation>

【Advisors for the inquiries】

Field Name	Advisor's Name	E-mail
Architecture	Masashi MORITA	morita-masashi-rc@ynu.ac.jp
Urban Culture	Kei HIRAKURA	hirakura-kei-mz@ynu.ac.jp
Urban Infrastructure	Ying Cui	sai-ei-mx@ynu.ac.jp
Humanities and Social Sciences	Mine SATO	sato-mine-bn@ynu.ac.jp

【Faculty Members】

Academic advisors marked with ● in the following list will NOT recruit students this time

Name	Title	Research Field
Kumiko Inui	Professor	Architectural Design, Urban Theory. Reassessment of the value of architecture in a range of cities and regions worldwide to find new ways to revitalize cities. Architectural design to create sustainable social environments
Satoshi Ono	Professor	History of Japanese architecture. Research on the architectural style of Buddhist architecture, Shinto shrines and traditional fork houses. Theoretical research on preservation of historical architecture. Research on preservation succession of traditional construction technique.
Masaya Kawabata	Professor	Structural design of membrane structures, lightweight structures and spatial structures, Structural engineering, Structure and form, Theoretical and analytical examination, Experimental verification,
Kuniyoshi Sugimoto	Professor	Study on Earthquake Resistant Performance of RC Structures Study on Construction Method of High-Rise RC Buildings Study on Retrofitting Method of Existing RC Structures Damage Investigation and Analysis of RC Structures by Earthquakes
Ineko Tanaka	Professor	Thermal environment for building, Passive system, Energy saving methodology for architecture, Architectural environmental planning for children, Education for built environment

Name	Title	Research Field
Yasuhiro Fujioka	Professor	CoHousing for a sustainable society. Planning studies of the adequate housing in super-aged society. Study on Inclusive society, housing issues and housing policy.
Yuka Matsumoto	Professor	Stability and seismic resistance of steel-framed buildings, Strength and ductility of structural components or structural frames, Demanded performance of structural components, Study on seismic damage of buildings
Satoshi Yoshida	Professor	Energy saving and low-carbon system for buildings and districts. Planning technology, evaluation and management method, for the reduction of energy load, high efficient energy use, energy use with small environmental impact.
Keiko Inagaki	Associate Professor	Urban/Regional Disaster Management, Self-sufficient Buildings and Districts against Disaster, Safe and Secure Community Planning, Urban Spatial Analysis using GIS.
Taku Nohara	Associate Professor	Urban design, Urban design management, Urban planning, Townscape management, Community development focus on how to use local and historical resources
Masashi Morita	Associate Professor	History of Western and Islamic Architecture. History of Architecture and Urban History in the Mediterranean region. Research on succession of architectural culture through an interaction between Islam and Christianity, mainly in and around Turkey.
Norihisa Kurenuma	Professor	Philosophy of World History, Transhumanism (Issues of Biosphere, Mecosphere, etc.)
Masayasu Komiya	Professor	Cultural and Social History of Middle Europe
•Akiko Sugawa	Professor	Anime and Manga Studies, Audience Studies (Cosplay, 2.5D Musicals, Contents Tourism)
Tomohiro Hikoe	Professor	French literature (20th century); contemporary literature, literary theory. My research and teaching interests focus on how literature can bring heterogeneous viewpoints on society and history.
Katsushi Nakagawa	Associate Professor	Audible Culture Studies: Experimental Music, Sound Art, Sound Technology History
Kei Hirakura	Associate Professor	Modern and Contemporary Art and Theory, Theory of Moving Images. Especially interested in the technological aspects of art and perception-action coupling in art making.
Hiroshi Katsuchi	Professor	Structural dynamics, bridge aerodynamics, wind-tunnel testing, computational fluid dynamics, wind engineering, reliability-based analysis
Mamoru Kikumoto	Professor	Geomechanics, Geoenvironmental engineering, Constitutive modeling of soils and rocks, Multiphase coupled phenomena, Computational geomechanics, Tunnel engineering, Foundation engineering

Name	Title	Research Field
Takayuki Suzuki	Professor	Coastal engineering, Hydraulic engineering, Sediment transport, Beach topography change, Coastal disaster, Coastal environment
Shinji Tanaka	Professor	Research on traffic engineering; traffic control, operation and management; traffic simulation; utilization of existing transportation infrastructure; ITS (Intelligent Transport Systems)
Kimitoshi Hayano	Professor	Geotechnical engineering (Transportation geotechnics, Ground improvement, Geowaste technology, Soil investigation)
Chikako Fujiyama	Professor	Mechanics for reinforced concrete structure, pre-stressed concrete structure and steel-concrete composite structure, design and evaluation method of structural performance, i.e., bridge and wind turbine.
Akira Hosoda	Professor	Concrete engineering, durability and maintenance of concrete structures, construction management, design of infrastructure against earthquake and tsunami
Mihoko Matsuyuki	Professor	Urban Planning, Community Development, Urban Studies in Developing Countries. Especially public participation into planning process, consensus making, environmental consideration in planning, housing and urban/community planning in Asian developing countries.
Ryosuke Abe	Associate Professor	Transportation Planning and Policy, Infrastructure Planning. Particularly, research in areas related to urban rail, TOD (transit-oriented development), and local mobility services and logistics.
Satoshi Komatsu	Associate Professor	Urban disaster mitigation and service-life extension of infrastructures. Especially, working on the solution of various issues in energy infrastructures based on the knowledge of seismic engineering and concrete engineering.
Ying Cui	Associate Professor	Geotechnical engineering, Geomechanics, Tunnel engineering, River structure (e.g. conduit, river embankment), Geo-disaster
Hiroshi Tamura	Associate Professor	Fracture mechanics, Seismic engineering, Structural inspection and Bridge engineering
Hiroto Higa	Associate Professor	Research on modeling ecosystems and material cycles in coastal areas and lakes close to urban areas and developing water environment remote sensing methods using drones and satellites.
Fumikazu Osuka	Professor	Philosophy (especially philosophy of language and ontology), Ethics (especially bioethics and social ethics)
Asato Saito	Professor	Political Economy of Urban Policy and Urban Planning Research Topic: Urban Regeneration, Gentrification, State Theory Area specialization: Europe, North America, and East Asia.
Kenji Hasegawa	Professor	Modern Japanese History. My recent research has focused on social movements, nationalism, class and ethnicity, disasters, and collective violence.
Hideki Hasegawa	Professor	Contemporary Francophone Cultural Studies (Corsica), French Sociology

Name	Title	Research Field
•Sang Mi Park	Professor	Modern Japanese history, East Asian relations, colonial history, performance studies; Research interests in Showa Japan's cultural diplomacy and performance policies within a global context.
Yoko Fujikake	Professor	Anthropology of Development, Gender and Development, Paraguay Studies, Qualitative Analysis
Hisashi Matsumoto	Professor	Cultural Anthropology, My recent research topics are “culture and politics in contemporary African states” and “social network among African migrants in Japan”
Mine Sato	Associate Professor	Development Studies, Social Anthropology, Community Design. Conducting research/practices regarding conditions for realizing people-oriented and sustainable societies under resource constraints, especially in developing countries and Japan.
•Yamato Tsuji	Associate Professor	Yamato TSUJI specializes in the history of the international relationships of Chosŏn Korea. He is also interested in the modern development of historical contents using Korean sources.
Rinpei Miura	Associate Professor	Urban sociology. My recent research topics are clarifying urban problems, and considering the conditions and issues to realize a better society. Main fields are urban redevelopment, community planning.

12. National Security-Related Export Controls.

Yokohama National University has instituted its own rules for national security-related export controls based on the Foreign Exchange and Foreign Trade Act and rigorously screens the admission of international students to control the transfer of goods obtained in Japan to other countries, provision of technology, and exchange of personnel. Any international students subject to export control regulations may have restrictions placed on their chosen research activities, or may be ineligible to receive education at the University. Prospective students should therefore consult their proposed academic advisor before submitting their application, or take other precautionary measures when applying to study at the University.

Foreign students are required to sign a pledge to comply with the "Foreign Exchange and Foreign Trade Law" at the time of admission.

13. Use of ChatGPT and Other Generative AI Tools

We are urging our students to take note of the precautions concerning the use of generative AI tools including ChatGPT. Regarding the documents necessary for our entrance examination, please prepare and submit them based on the following reminder. In addition, international students must abide by their national and regional policies, laws, and regulations as required.

【Reminder】

- Information entered into generative AIs could be used for AI learning or leaked to unintended parties. Furthermore, the source of the information obtained from generative AIs is not clear and may contain fabricated data, biased views, or ethically problematic expressions.
- Regarding an application form and other necessary documents, please prepare them in accordance with our Admission Policy and submit them at your own responsibility, ensuring that no wrongdoing is being committed and that no discrepancies in academic skills are suspected after admission.

https://www.urban.ynu.ac.jp/admission/imgs/admission_policy.pdf

14. Privacy Policy

Personal information will be handled under the Act on the Protection of Personal Information and the Policies on the Protection of Personal Information held by YNU.

(1) In addition to the use related to the selection of students for admission to YNU, personal information provided in the applicant's entrance examination results and application materials (including documents related to individual academic ability tests for the College of Education) may also be used for the following purposes.

- ① To contact successful applicants (to send materials related to welfare benefits such as scholarships and insurance, and to send materials related to events after admission, and Cooperative Association materials), and for enrollment procedures.
- ② To organize classes after admission, and to provide the welfare-related materials such as admission fee exemptions (excluding international students) and tuition fee waivers upon application by the applicant.
- ③ To handle academic affairs after enrollment (student registration management, guidance on studies, etc.).
- ④ To engage in relations, various surveys, and research at YNU (including investigations and analyses for improving admission methods and university education).
- ⑤ There may be cases where the personal information of admitted students is provided to the university-related organizations, such as YNU alumni association (Koyukai) and class reunions, to the extent necessary for membership procedures.

※When presenting the results of surveys and research, the information will be processed in such a way that individuals cannot be identified.

※Personal information will not be used or provided for any other purposes.

(2) When using the information in the various works described in (1) above, some of the works may be performed by a contractor entrusted by YNU (hereinafter referred to as a "contractor"). All or part of the personal information obtained will be provided to the contractor to the extent necessary to perform the work entrusted to the contractor.