

# **2020 Application Guidebook for International Students**

**(Master's Course at the Graduate School of Science and Technology  
Department of Fire Science and Technology)**

**Tokyo University of Science**

## Table of Contents

1. Number of Student Openings.....	4
2. Application Eligibility .....	4
3. Application Period and Screening Schedule, Procedures, and Location .....	5
4. Application Documents and Application Method .....	6
Application Method .....	6
Application Documents .....	6
Entrance Examination Fees .....	7
5. Announcement of successful applicants.....	10
6. Admission Procedures.....	10
7. Points to Remember when Applying for Admission.....	10
8. First Year's Payment (AY2020).....	11
9. Student Visa.....	11
10. Proxy Application for "Certificate of Eligibility for Resident Status" by Tokyo University of Science .....	11
11. List of Faculty Members in Charge of Master's Courses and Research Fields.....	13
List of Submitted Documents (Application for Admission, etc.) .....	14
Supplement:	
Application for Admission ①-④	
Letter of Recommendation ⑤	
Statement of Payment of Entrance Examination Fee for International Students (Graduate School) ⑥	
Letter of Financial Support ⑦	
Application for Certificate of Eligibility	

### For inquiries regarding submission of admissions documents and entrance examinations

Admissions Section, Tokyo University of Science  
1-3 Kagurazaka, Shinjuku-ku, Tokyo  
162-8601 JAPAN  
Tel.: 03-5228-7437 (in Japan)  
+81-3-5228-7437 (international)  
Fax: 03-5228-7444 (in Japan)  
+81-3-5228-7444 (international)  
E-mail: [nyushi\\_kagu@admin.tus.ac.jp](mailto:nyushi_kagu@admin.tus.ac.jp)

### For inquiries regarding entry into Japan and applying for a student visa

International Affairs Section, Tokyo University of Science  
1-3 Kagurazaka, Shinjuku-ku, Tokyo  
162-8601 JAPAN  
Tel.: 03-5228-8726 (in Japan)  
+81-3-5228-8726 (international)  
Fax: 03-5228-8727 (in Japan)  
+81-3-5228-8727 (international)  
E-mail: [intlexchg@admin.tus.ac.jp](mailto:intlexchg@admin.tus.ac.jp)

## **Admission Policy (TUS policy for admitting enrollees)**

### **Graduate Schools**

Based on the principles of education and research of this University that is rooted in the university motto and on the tradition of the merit system, our goal is to broadly seek the following kinds of people through a variety of selection methods.

1. In master's courses, people who have the desire to discover issues in specialized fields and research solutions based on basic knowledge acquired through undergraduate programs and extensive education, people who aim to acquire the abilities required of researchers and advanced professionals, and people who have the desire to take the initiative to conduct research in cooperation with a variety of people.
2. In doctoral courses, people who have the desire to conduct creative research independently based on specialized knowledge and research abilities acquired up until the master's course, and in the doctoral course for the Department of Pharmacoscience in the Graduate School of Pharmaceutical Sciences, people who have the desire to conduct creative research independently based on the specialized knowledge, skills and attitudes acquired in undergraduate programs extending covering six years, etc.
3. People who have the desire to play an active part in society with a global perspective, based on specialized knowledge and education.

### **Graduate School of Science and Technology**

Based on the principles of education and research of this University that is rooted in the University motto and on the tradition of the merit system, our goal is to broadly seek the following kinds of people through a variety of selection methods.

1. In master's courses, people who have the desire to discover issues in specialized fields and research solutions based on basic knowledge acquired through undergraduate programs and extensive education, people who aim to acquire the abilities required of researchers and advanced professionals, and people who have the desire to take the initiative to conduct research in cooperation with a variety of people.
2. In doctoral courses, people who have the desire to conduct creative research independently based on specialized knowledge and research abilities acquired up until the master's course.
3. People who have the desire to play an active part in society with a global perspective, based on specialized knowledge and education.

Information regarding the Department's admission policy, the capabilities sought after in enrollees for each exam type and the assessment method are listed on the Tokyo University of Science's website.

[https://www.tus.ac.jp/fac\\_grad/grad/policy/](https://www.tus.ac.jp/fac_grad/grad/policy/)

## 1. Number of Student Openings

Summer schedule	Eight students
Winter schedule	Remaining slots

## 2. Application Eligibility

Applicants must fulfill all of the conditions (1) to (4) below.

(1)	Applicants must be of a nationality other than Japan.
(2)	Applicants must fulfill either (A), (B) or (C) below.
	(A) Applicants must have completed 16 years of formal education outside Japan or be expected to complete such education by March 31, 2020.
	(B) Applicants must be from a country that does not require more than 16 years of education until graduation from university, as well as satisfy the following condition and reach 22 years of age by March 31, 2020. <ul style="list-style-type: none"><li>The applicant has conducted research for a considerable period of time as a research student or researcher or in a similar role at a university in Japan or overseas, or an inter-university research institute corporation or equivalent research organization, after graduation from university, or is expected to fulfill such qualification by March 31, 2020, and is deemed by the University's Graduate School to possess an academic ability at least equivalent to a graduate of a university in Japan. (*Please see the important notice below.)</li></ul>
	(C) Applicants must have completed 15 years of formal education outside Japan or be expected to complete such education, and be deemed by the University's Graduate School to have completed the required credits with superior grades. (*Please see the important notice below.)
	Important notice concerning (B) and (C): <b>Applicants satisfying the above eligibility requirement (B) or (C)</b> who are applying for a Master's Course are subject to eligibility screening. Therefore, such applicants must be certain to contact the Administration Section for Faculty of Science and Technology in advance via telephone or other means, and to submit all application documents no later than one month before the starting date of the application acceptance period.
(3)	Applicants must have not received four years of undergraduate university education in Japan.
(4)	Applicants must be able to obtain or renew "Student" status as a student of the University at the time of admission, based on the Immigration Control and Refugee Recognition Act.

### 3. Application Period and Screening Schedule, Procedures, and Location

Type of Examination	Application Period	Examination and Screening Schedule	Screening Location
Summer schedule	Friday, June 28 – Tuesday, July 9, 2019 (must be received by the deadline)	Saturday, August 3, 2019 English (11:00 – 11:50 a.m.) Math (1:00 – 1:50 p.m.) Essay (2:00 – 2:50 p.m.) Interview (4:00 p.m. - )	Noda Campus *Details will be posted in front of the front gate on the day of screening.
Winter schedule	Monday, November 25 - Wednesday, December 4, 2019 (must be received by the deadline)	Friday, January 17, 2020 English (10:00 – 10:50 a.m.) Math (11:00 – 11:50 a.m.) Essay (12:00 – 12:50 p.m.) Interview (2:00 p.m. - )	Noda Campus *Details will be posted in front of the front gate on the day of screening.

The scope of English examination: Applicants will be examined if they have English skills adequate to understand and use English necessary for daily life (reading comprehension and writing).

The scope of Math examinations: 1. Formula and proofs, and higher degree equations 2. Sets and logic 3. Figures, equations, and inequalities 4. Various functions 5. Differentials and integrals (limited to polynomial functions) 6. Outcomes and probability 7. Math skills used in fire science, such as progressions.

The scope of essay: Questions applicants' logical thinking and expression abilities against fire science issues.

- **If you are applying from outside of Japan**, please send your application to the mailing address (see page 6) by international mail with a tracking function, such as registered express airmail, or an international parcel delivery service. If you are applying from outside of Japan, your application will be accepted prior to the application period.
- **If you are applying from within Japan**, please send your application to the mailing address (see page 6) by simplified registered mail or express mail.

\* Please note that applications that are received incomplete or arrive after the application deadline will not be accepted.

**Note: Please make sure to contact the faculty member whom you wish to receive research guidance (or person in charge of the department, if you do not have a faculty member in mind) beforehand for instructions.**

Graduate School	Office to Contact	Phone number
Graduate School of Science and Technology	Department of Fire Science and Technology Coordinator, Administration Section for Faculty of Science and Technology, Tokyo University of Science	Tel: 04-7122-9728 (Direct line)

\*For information on research advisors and research fields, please refer to the List of Faculty Members in Charge of Master's Courses and Research Fields on P. 13.

\*Please write the name of the research advisor you desire on "(E) Purpose and proposed plan of study or research" of Application for Admission.

All **personal information** contained the application documents will be handled as follows:

- (a) Personal information may be used for the purposes of 1) entrance exam operation (application processing and exam operation), 2) announcement of results, and 3) admission procedures and associated matters.
- (b) Personal information may be used in public relations activities implemented by the Tokyo University of Science (including sending of application guidelines and pamphlets, etc., and notification of entrance exam information).

Personal information shall not be used for any purposes other than those stated above.

## 4. Application Documents and Application Method

### Application Method

Please submit your application documents to the following address in an envelope by simplified registered mail, express mail, international mail with a tracking function, such as registered express airmail, or an international parcel delivery service during the application period.

Admissions Section, Tokyo University of Science  
1-3, Kagurazaka, Shinjuku-ku, Tokyo 162-8601 JAPAN

### Application Documents

**Please submit all of the following documents.** (See page 14: List of Submitted Documents [Application for Admission, etc.] )

#### Important

- When filling out application documents in a language other than Japanese or English, be certain to attach a Japanese or English translation that has been certified by an official body or Japanese language school.
- As a rule, please submit the originals of all certificates. If you cannot submit an original certificate, please submit a “certified true copy”, which is a copy certified as being an accurate copy of the original by the school or public agency that issued the certificate.

- (1) **Application for Admission** (must be filled out by the applicant using a black ballpoint pen (not an erasable pen)) **Form No. 1**
- \* (2) **Graduation certificate** or **prospective graduation certificate** of most recently attended school
- \* (3) **Academic transcript** of most recently attended school  
Please submit a transcript that lists the academic grades for all of the years that the applicant attended the most recently attended school
- \* (4) **Letter of Recommendation issued within three months prior to application (Form No. 2)**  
Written by the chancellor/principal or a teacher at most recently attended school overseas (may be substituted with a recommendation issued by a government organization; however, it may not be substituted with a letter of introduction, reference issued by a Japanese language school, etc. If submitting a certificate in a language other than English or Japanese, please attach an English or Japanese translation that certifies that the translation was made by a public agency or Japanese school.  
\*The term “most recently attended school” in (2), (3), and (4) above means the school from which you have graduated that provides a level of education satisfying the qualification requirements of your desired course.
- (5) **Original copy of certificate of residence** (Required only if you live in Japan at the time you submit your application.)  
Please submit a certificate issued within three months of the time of application. Your resident status and duration of stay must be clearly indicated.  
Note: Submit a certificate of residence that does not include a national identification number.
- (6) **Please paste a color photograph of 4 cm x 3 cm**

#### About photograph

- 1) Please submit a color photograph of 4 cm x 3 cm.
- 2) **The submitted photograph will be used for student ID.**
- 3) Please use the photograph which meets the following requirements:
  - a: In color      b: No frame
  - c: Frontal shot of upper body, without a hat. Students who usually wear glasses should be wearing glasses.
  - d: Photograph must be taken within the last three months.
  - e: Candid photos, etc. are not acceptable.
  - f: Photograph with hair covering eyes, closed eyes, or with the face not completely in the frame is not acceptable.
- 4) Please write your name and the name of the graduate school and the department that you are applying for with an oil-based marker (a ballpoint pen is not acceptable) on the reverse side of the photograph.

- (7) **Copy of passport**  
Copy of page(s) describing name, date of birth, passport number, and photograph on A4 paper.
- (8) **(Applicants residing in Japan) Envelope for informing screening number (Nagata size3: height 235 x length 120 mm)**  
Please write the name and address written on Application for Admission as recipient’s address on envelope. Please attach 362 yen worth of stamps (or 364 yen if applying based on the winter schedule) for express mail.
- (9) **Statement of Payment of Entrance Examination Fee: Slip (A) (Form No. 3)**
- (10) Copy of the front and back of your residence card on A4 paper (Only required for applicants residing in Japan)
- (11) Copy and submit all documents related to your Certificate of Eligibility for Resident Status (Only required for applicants residing abroad)

### **Entrance Examination Fees**

The entrance examination fee is 35,000 yen.

Please note that fund transfers from ATMs or online banks are not accepted.

### **Credit cards**

Please go to E-shiharai.net, a website for the payment of entrance examination fees, (<https://e-shiharai.net/card/>) and complete the designated application procedure. For the section of 'Select category', please select it as instructed below.

- Payment can be made, regardless of weekends and holidays, for 24 hours. However, please note that Japan time is the standard time (**please complete a payment by 11:00 p.m. on the last day of the payment period**).
- The cardholder's name on the card which is used for making payment does not have to be the same as the applicant. However, **please make sure to enter information about the applicant** in the section of 'basic information' when family or others complete the procedure on behalf of the applicant.
- Please print out two copies of 'Statement of handling entrance examination fees and screening fees' after payment has been made. Please cut out a part of 'certificate of receipt' of one of the copies and attach to the designated section on Statement of Payment of Entrance Examination Fee (A). Please keep the other copy for your records.

Please see page 7 for details of payment methods.

Applicants residing outside of Japan only

## Payment method for international student examination fees using credit card

You can make payment in 24 hours! Simple and convenient!

Payment for examination fees can be made with your credit card.



## Web application and online payment



Enter required items following instructions on the screens.

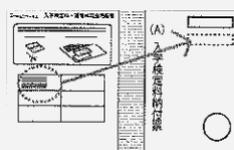
<https://e-shiharai.net/>

Accessible from TUS website!

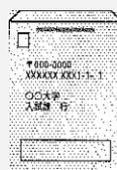
1. Top page	Select payment recipient (Graduate school)
2. University selection	Select "Graduate School of Tokyo University of Science" from the list.
3. University information	After viewing precautions, etc., click "Agree" to authorize handling of personal information.
4. Select category	Select category (from 1 to 4) and click "Next".
5. Input basic information	Enter personal information of university applicant. Select payment method, and click "Next".
6. Input card information	Enter 16-digit credit card number. *15-digit number in the case of American Express *Credit card used for payment does not need to be in the name of the applicant.
7. Verify application information	All input information will be displayed. Verify information, and if there are no errors click "Confirm".
8. Finalize (card payment complete)	Payment is complete. Please make a note of your receipt number.
9. Print certificate of payment	Click on "View application details" on the E-payment site, input the receipt number shown at completion of payment and your date of birth, then print your "Statement of handling entrance examination fees and screening fees".

## Application

Please cut out a part of 'certificate of receipt' of 'Statement of handling entrance examination fees and screening fees' and attach to the designated section on Statement of Payment of Entrance Examination Fee (A). Please mail required documents using admissions documents envelope.



+



Apply at a post office by mail



### Notes and FAQs:

- Please confirm the application period and make payment sufficiently in advance in order not to miss the deadline.
- Please complete any card transactions by 11:00 p.m. in Japan time on the last day of the payment period.
- The cardholder's name does not have to be the same as the applicant. However, please make sure to enter information about the applicant in the section of 'basic information'.
- Please directly contact your credit card company in case the card screening fails.
- In addition to the entrance exam fee, there is also an office processing fee. For details, check the website.

Please see FAQs on the website regarding inquiries about payment for examination fees using credit card.

日本国外からの出願者専用

## クレジットカードでの入学検定料支払方法

右記4種のクレジットカードを利用して入学検定料のお支払いが可能です。



Web申込みシステム

出願



画面の指示に従って必要事項を入力してください。

<https://e-shiharai.net/>



本学HP  
からも  
アクセス  
できます！

- 1. トップページ** お支払い先(「大学」もしくは「大学院」)を選択してください。
- 2. 学校選択** 学校一覧から、「東京理科大学(日本国外からの出願者専用)」もしくは「東京理科大学大学院(日本国外からの出願者専用)」を選択してください。
- 3. 学校案内** 注意事項等を確認のうえ、個人情報の取り扱いについて同意してください。
- 4. カテゴリ選択** 第1～第4選択を選択して「次へ」をクリックしてください。
- 5. 基本情報入力** 志願者本人の情報を入力してください。留学生の方は、氏名をカタカナで入力してください。支払い方法を選択し、「次へ」をクリックしてください。
- 6. カード情報入力** 支払いに利用するカード番号(16桁)を入力してください。  
※ American Expressの場合は15桁  
※ お支払いされるカードの名義人は申込者本人でなくても構いません。
- 7. 申込情報確認** 全入力内容が表示されますので、よろしければ「申込みを確定する」をクリックしてください。
- 8. 確定 [カード決済完了]** 支払い完了です。【受付番号】をメモしてください。
- 9. 収納証明書印刷** E-支払いサイトの「申込内容照会」をクリックし、受付完了時に通知された【受付番号】と【生年月日】を入力して「入学検定料・選考料 取扱明細書」を印刷してください。



印刷した「入学検定料・選考料 取扱明細書」の「**収納証明書**」部分を切り取り、入学願書の所定欄に貼る。必要書類を出願用封筒に入れて郵送してください。

※必ず「収納証明書」をご提出ください。クレジットカード明細のコピー等では受け付けできません。



### 【注意事項・よくあるお問い合わせ】

- 出願期間をご確認のうえ、締切に間に合うよう十分に余裕をもってお支払いください。
- 支払最終日は日本時間の23:00までにカード決済を完了させてください。
- カードの名義人は、志願者本人でなくても構いません。但し、基本情報入力画面では、必ず志願者本人の情報を入力してください。
- カード審査が通らなかった場合は、カード会社へ直接お問い合わせください。
- 入学検定料の他に、事務手数料が別途かかります。詳しくはWEBサイトをご確認ください。

クレジットカードでの入学検定料納入についてのお問い合わせは、Webサイトのよくある質問をご確認ください。

## 5. Announcement of successful applicants

Type of examination	Announcement of prospective successful applicants	Announcement of successful applicants
Summer schedule	Friday, August 23, 2019 1:00 p.m.	Thursday, January 23, 2020
Winter schedule	None	Thursday, January 23, 2020

### (1) Announcement of prospective successful applicants (Summer schedule only)

Prospective successful applicants will be announced through a posting on the Noda Campus Bldg. 1, 2F bulletin board.

### (2) Announcement of successful applicants

The official announcement of successful applicants will be made on the Tokyo University of Science homepage (<https://www.tus.ac.jp/>) on the announcement date. At the same time, an acceptance notification (with payment transfer form for enrollment procedure fee) will be delivered by express mail to the applicant's address.

Inquiries regarding selection results will not be accepted, including via telephone and via the contact window.

## 6. Admission Procedures

Type of examination	Admission procedures period
Summer schedule	[Persons residing in Japan] Primary admission procedures period Friday, January 24 to Thursday, February 6, 2020 Secondary admission procedures period Friday, January 24 to Wednesday, March 11, 2020
Winter schedule	[Persons residing outside of Japan] Collective admission procedures Friday, January 24 to Thursday, February 6, 2020

Please carry out the admission procedure by paying the enrollment procedure fee (bank transfer) during above period. Details regarding the procedure will be given when the "Acceptance Notification" is sent.

Persons who have completed the procedure will be sent a "Letter of Acceptance" and materials related to admission. Please allow approximately one week for the materials to arrive after payment.

## 7. Points to Remember when Applying for Admission

- (1) Applications that are received incomplete or arrive after the application deadline will not be accepted.
- (2) Enrollment will be cancelled in cases of misconduct during entrance examinations or provision of falsified or fraudulent information on application documents, etc.
- (3) No change of graduate school or major will be permitted following submission of an Application for Admission.
- (4) Accepted documents and paid entrance exam fees will not be returned or refunded, regardless of the reason.
- (5) Points to remember regarding Security Export Control

The Tokyo University of Science practices education and research that emphasizes "science based on conscience", with the objectives of continued development of the Earth and prosperity of humankind and the world in our Research Charter.

The University implements Security Export Control based on the Foreign Exchange and Foreign Trade Act so that the knowledge produced by the University can be shared meaningfully as an asset that can be shared by mankind, promote research activities that can be conducted freely and with peace of mind, and prevent use of research contents in a way that threatens international peace and safety.

The Act targets regulations regarding the export of goods and provision of technology related to development of weapons of mass destruction, etc.; however, research contents applicable to the regulations may include cases where there are restrictions on research activities that one wishes to carry out, and cases where research guidance is not possible.

Before submitting application documents, make sure to contact the faculty member with whom you wish to receive research guidance for a consultation on the contents of your desired research guidance.

### (6) Procedure for refund of enrollment procedure fee due to refusal of enrollment

- 1) Once received by TUS, the enrollment fee and tuition will not be refunded.
- 2) However, regardless of the stipulation of 1) above, tuitions, etc. (i.e., tuition, facilities fee, research laboratory fee, and student health mutual aid fee), excluding the paid enrollment fee, will be refunded if TUS receives a request for refusal of enrollment using the designated form by Tuesday, March 31, 2020 (**to arrive at TUS by mail no later than this date**). (For details, please see "Admissions Documents" to be sent following completion of admissions procedures.)

- (7) The application procedure and matters related to immigration must be carried out by the applicant himself/herself.
- (8) If you make an overpayment at the time of application, the applicant will be responsible for the processing fee incurred in refunding the overpaid amount to the applicant.

## 8. First Year's Payment (AY2020)

(Units: yen)

Graduate School	Department	Enrollment procedure fee (A)	Academic fees			Other fees	Second semester fee (B)	Academic fees		Total fees for first year (A+B)
			Enrollment fee	Tuition fee	Facilities fee			Tuition fee	Facilities fee	
Science and Technology	Fire Science and Technology	752,280	200,000	450,000	100,000	<Student Health Mutual Aid> 2,280	550,000	450,000	100,000	1,302,280

- Enrollees must pay a student health mutual aid fee of ¥2,280 (this amount is subject to change)
- The second semester fee is to be paid separately, and the payment request form will be sent in the beginning of August.
- The tuition and facilities fees for the second-year and further years of study are the same as for the first-year.

### International students support system (graduate school students)

In order to reduce the economic burden of international students who are enrolled at their own expense, TUS has established a tuition reduction system to help such students continue their studies. Please ask for details after your enrollment.

## 9. Student Visa

If you reside in a country other than Japan, and do not have qualifications to live in Japan, it is necessary to apply for a “student” visa at the Japanese Embassy or Japanese consulate when enrolling in the Tokyo University of Science.

When applying for a visa, the application will be processed smoothly if you obtain a “Certificate of Eligibility for Resident Status (COE)” from the Ministry of Justice’s Tokyo Regional Immigration Bureau, and you apply for a “student” visa using this form.

To obtain a “Certificate of Eligibility for Resident Status”, it is necessary to file the application with the Ministry of Justice’s Tokyo Regional Immigration Bureau. In addition to the applicant himself/herself submitting the application, it is also possible to file a proxy application through the 2 methods below.

- (1) The Tokyo University of Science files the application on the applicant’s behalf
- (2) A family member, financial supporter, or scholarship sponsor living in Japan files the application on the applicant’s behalf

**(1) If you wish to have the Tokyo University of Science file a proxy application, refer to “10. Proxy Application for ‘Certificate of Eligibility for Resident Status’ by Tokyo University of Science)” and subsequent sections, and send all of the necessary documents together with application documents at the time of submission for the second-stage screening procedure to the Tokyo University of Science. Please note that if the necessary documents are not submitted during this period, it will not be possible to file a proxy application.**

**(2) If you wish to have a family member, financial supporter, or scholarship sponsor living in Japan file a proxy application, please e-mail the International Affairs Section by the time that you submit your application for the second-stage screening procedure indicating the circumstances.**

[Contact information] International Affairs Section e-mail: [intlexchg@admin.tus.ac.jp](mailto:intlexchg@admin.tus.ac.jp)

\*Enter [COE proxy application] for the e-mail subject.

\*As the Ministry of Justice conducts visa examinations, the Tokyo University of Science bears no responsibility if your visa application is rejected.

\* Most tuition fee subsidies and scholarships for foreign students are targeted towards students with a College Student (ryugaku) residence status (meaning they have acquired a College Student visa).

## 10. Proxy Application for “Certificate of Eligibility for Resident Status” by Tokyo University of Science

### (1) Flow of proxy application

The flow for acquiring a visa if requesting the Tokyo University of Science to file a proxy application for “Certificate of Eligibility for Resident Status” is as follows

- (1) When filing your application for second-stage screening procedures, submit the application form for Certificate of Eligibility for Resident Status together with your application documents to the Tokyo University of Science.
- (2) The Tokyo University of Science will check the submitted documents.
- (3) After passing the second-stage screening procedures, you will be sent an acceptance letter and information on admission procedures. Please settle your admission procedures as quickly as possible.
- (4) The Tokyo University of Science will file an application for issuance of “Certificate of Eligibility for Resident Status” to the Tokyo Regional Immigration Bureau for persons who have completed admissions procedures. In addition, the Tokyo University of Science will send an “admissions approval form” to persons who have completed admissions procedures. As this “admissions approval form” is necessary to apply for a visa, please store it in a safe place until you receive the “Certificate of Eligibility for Resident Status”.

- (5) The Tokyo Regional Immigration Bureau will issue a “Certificate of Eligibility for Resident Status” to the Tokyo University of Science.
- (6) The Tokyo University of Science will notify you beforehand via e-mail, etc., and send you the “Certificate of Eligibility for Residence Status”.
- (7) Prepare the “admissions approval form”, “Certificate of Eligibility for Resident Status”, and other necessary application documents, and file an application for visa issuance at the Japanese Embassy or Consulate General, etc. in your country.  
Please confirm the documents that are necessary for visa application at the Japanese Embassy or Consulate General, etc. that holds jurisdiction over your place of residence.
- (8) After you receive your visa, you will be able to enter Japan.

## (2) Submission of documents related to Certificate of Eligibility for Resident Status

If requesting the Tokyo University of Science to file a proxy application for “Certificate of Eligibility for Resident Status”, **submit** the following documents **together with your application documents for the second-stage screening procedures.**

Necessary documents	Remarks
(1) Application for Certificate of Eligibility (Form prescribed by Regional Immigration Bureau)	Make sure to use the prescribed form. The form can be downloaded from the Ministry of Justice Web site. ( <a href="http://www.moj.go.jp/ONLINE/IMMIGRATION/16-1-1.html">http://www.moj.go.jp/ONLINE/IMMIGRATION/16-1-1.html</a> ) *Use Form “9. Student”. When filling out this form only, it is acceptable to use something other than handwriting. *This form consists of a total of 5 pages. Fill out everything up to <b>Item 27 on For applicant, part 3 P</b> and submit all 5 pages. *When filling out the form, make sure to refer to the example on P. 24 to 28. *If any of the items have not been filled out, etc., please note that it will be necessary to resubmit the application form.
(2) Photograph (4 cm x 3 cm)	Attach to (1).
(3) Copy of passport	Submit a copy of the page(s) describing name, photograph, passport number, and expiration date.
(4) Letter of Financial Support [Form No. 7]	<b>*Make sure that the financial supporter fills it out.</b> If written in a language other than English or Japanese, please also submit a Japanese translation. (For the Japanese translation of this form only, a translation by the applicant is acceptable.)
(5) Certificate of financial support  If applicant is to pay for expenses	Submit the documents that correspond to the respective conditions.  <ul style="list-style-type: none"> <li>• Copy of certificate of bank deposit balance under applicant’s name (Containing balance of one year’s worth of educational expenses + living expenses x 12 months or more)</li> </ul>
  If family member, etc. living abroad is to pay for expenses	<ul style="list-style-type: none"> <li>• Coy of certificate of bank deposit balance under financial supporter’s name (Containing balance of one year’s worth of educational expenses + living expenses x 12 months or more, in a currency or bank that allows for remittance to Japan)</li> <li>• Certificate that indicates relationship to applicant (Copy of family registrar, resident’s card, or notarized family certificate)</li> </ul>
  If person residing in Japan is to pay for expenses  (in English or Japanese)	<ul style="list-style-type: none"> <li>• Document indicating total net income (Copy of withholding exemption slip, final return form (copy), tax declaration certificate for resident tax, or tax payment certificate for income tax)</li> <li>• If the financial supporter is a family member of the applicant, a certificate that indicates relationship to applicant (Copy of family registrar, resident’s card, or notarized family certificate)</li> </ul>
  If receiving a scholarship	<ul style="list-style-type: none"> <li>• Certificate of receipt of scholarship that clearly indicates scholarship amount, benefit period, and payment period</li> </ul>

\*Where necessary, you may be requested to submit documents other than those above by the Regional Immigration Bureau.

## 11. List of Faculty Members in Charge of Master's Courses and Research Fields

Graduate School of Science and Technology

Department of Fire Science and technology (Master's Courses)

Course name	Faculty member in charge	Research field	Code
Department of Fire Science and Technology	Professor Kenichi Ikeda	Fire-resistive construction, structural fire safety design, diagnosis of fire-damaged buildings, structural design	-
	Professor Shiro Ichimura	Sports science, hygiene and public health	W01
	Professor Mamoru Kohno	Building structure and materials, fire safety engineering, structure reliability	W02
	Professor Ichiro Hagiwara	Evacuation planning, fire safety design, performance code	W03
	Professor Ken Matsuyama	Fire/combustion engineering, thermic fluid, fire extinction theory, measurement engineering	W04
	Associate Professor Masayuki Mizuno	Human behavior in fire, evacuation safety, evacuation simulation	W05
	Instructor Shinya Yanagida	Behavioral physiology, exercise physiology	W06
	(Visiting faculty members and research fields based on collaborative graduate school program)		
	Visiting Associate Professor Nobuyuki Abe (Assistant supervisor) Professor Ken Matsuyama	Reproduction of fire phenomena*	-

(1) There may be slight changes to research supervisors and research fields.

(2) Faculty members without a code do not recruit students who are to receive research guidance.

\*Affiliated research laboratory of visiting faculty member

National Research Institute of Fire and Disaster

**List of Submitted Documents (Application for Admission, etc.)**

	Document name	No. of copies	Remarks
Document designated by TUS	Application for Admission	1	<b>Forms No. 1-4</b>
	Letter of Recommendation *Must be issued within three months prior to application	1	Written by the chancellor/principal or a teacher at most recently attended school overseas (may be substituted with a recommendation issued by a government organization; however, it may not be substituted with a letter of introduction, reference issued by a Japanese language school, etc.). <b>Form No. 5</b>
	Statement of Payment of Entrance Examination Fee: Slip (A)	1	<b>Form No. 6</b>
	Documents related to Certificate of Eligibility for Resident Status (only applicable applicants residing abroad) Including [Form No. 7]		Submit only if you are an applicant residing abroad at the time of application, do not have qualifications to study in Japan, and are requesting the University to file a proxy application for a Certificate of Eligibility for Resident Status. *For details, please refer to pages 11 to 12.
To be prepared by the applicant	Graduation certificate or prospective graduation certificate	1	
	Academic transcript	1	Transcript that lists academic grades for all years attended at the most recently attended school
	Original copy of certificate of residence *Must be issued within three months prior to application *One that does not have My Number. *One that has resident status and duration of stay.	1	Only required for applicants residing in Japan
	Entrance Examination Fee: 35,000 yen		The entrance exam fee must be paid in accordance with the instruction provided on pages 7 to 9.
	Copy of passport	-	A copy of page(s) describing name, date of birth, passport number, and photograph
	Color photograph (4 cm x 3cm)	1	
	Envelope for informing screening number (Nagagata size3: height 235 x length 120 mm)	1	Only required for applicants residing in Japan Please write the name and address written on Application for Admission as recipient's address on envelope. Please attach 362 yen worth of stamps (or 364 yen if applying based on the winter schedule) for express mail.
	Copy of the front and back of your residence card	1	Only required for applicants residing in Japan



①

# 東京理科大学入学願書

## Application for Admission to Tokyo University of Science

\* The Application for Admission consists of items (1) to (40). Make sure to use a ballpoint pen, and fill out everything in Japanese. Check boxes (□) using a checkmark. Please print one-sided on A4 paper.

(1) 入学希望

研究科 Graduate (修士 Master)	専攻 Major	コード Code	修士 M
理工学 研究科 (修士) Graduate School of Science and Technology	国際火災科学 専攻 Global Fire Science and Technology	77	M

フリガナ

(2) 氏名

Full name: \_\_\_\_\_  
Surname Middle name First name

※パスポートの氏名を記入してください。As on your passport.

(3) In Roman letters: \_\_\_\_\_

※パスポートの氏名を記入してください。As on your passport.

(4) 性別 Sex: 男 Male  女 Female



(5) 現住所 Present address: ※国内居住者は日本語で、国外居住者は英語で住所を記入してください。〒

Present address: \_\_\_\_\_

(6) 電話 Telephone: \_\_\_\_\_ (7) 携帯電話 Mobile phone: \_\_\_\_\_

(8) メールアドレス E-Mail address: \_\_\_\_\_

(9) 生年月日 Date of birth: \_\_\_\_\_ (10) 年齢 Age: \_\_\_\_\_ 才  
Year Month Day

(11) 出生地 Place of birth: \_\_\_\_\_ (12) 国籍 Nationality: \_\_\_\_\_

(13) 学歴 (小学校入学以降すべての学歴を記入してください。) Educational background (from primary school)

学校名 Name of institution	所在地 Location	期間 (年 月) Period (Year Month)	年数 No. of yrs	学位 Qualification Degree
		From 年 月 To 年 月		
		From 年 月 To 年 月	年	
		From 年 月 To 年 月	年	
		From 年 月 To 年 月	年	

		From	年	月		年
		To	年	月		

②

(14) 受賞の有無

Honors awarded: \_\_\_\_\_

(15) 日本語学習経歴 Japanese language background:

学校名 (個人教授) Institution or private instructor	所在地 Location	期間 Period	年数 No. of yrs.
		From 年 月 To 年 月	年
		From 年 月 To 年 月	年

(16) 日本語の能力 Ability of Japanese language:

	良 Good	可 Fair	不可 Poor
話す Speaking	<input type="text"/>	<input type="text"/>	<input type="text"/>
聞く Listening	<input type="text"/>	<input type="text"/>	<input type="text"/>
書く Writing	<input type="text"/>	<input type="text"/>	<input type="text"/>
読む Reading	<input type="text"/>	<input type="text"/>	<input type="text"/>

(17) 他国語の能力 Other languages:

\_\_\_\_\_

(18) 職歴 Previous employment (if any):

勤務先及び住所 Name and address of employer	役職 Position	職種 Type of work	期間 (年 月) Period (Year Month)
			From 年 月 To 年 月
			From 年 月 To 年 月
			From 年 月 To 年 月

(19) 運動

Sports: \_\_\_\_\_

(20) 趣味

Hobbies: \_\_\_\_\_

(21) 課外活動 Extracurricular activities:

\_\_\_\_\_

(22) 日本滞在の有無 Previous stay in Japan (if any)

場所

Place: \_\_\_\_\_

(23) 期間

Period: \_\_\_\_\_

(24) 兵役の有無 Military service:

種類

Duty status: \_\_\_\_\_

(25) 期間

Period: \_\_\_\_\_



③

(26) 緊急時連絡先 Persons to be notified in case of emergency:

	本 国 In your home country	日 本 In Japan
氏 名 Name		
住 所 Address		
電話番号 Telephone		
続 柄 Relationship		

■ 学費・生活費及び旅費の出所

Person or organization responsible for your educational and living expenses, and transportation fare:

(27) 氏名又は団体名

Name of person or organization: \_\_\_\_\_

(28) 住 所

Address: \_\_\_\_\_

(29) 職業又は団体 Occupation/Type of organization:

(30) 本人との関係 Relationship:

\_\_\_\_\_

(31) 来日予定日時

Expected date of arrival: \_\_\_\_\_

(32) 留学予定期間 自 一 至 年 数

Proposed period of study: From: \_\_\_\_\_ To: \_\_\_\_\_ No. of years: \_\_\_\_\_ 年

(33) 同伴する家族

Accompanying family (if any) \_\_\_\_\_

※(31)~ (33)は、出願時に日本国外に居住している人のみ記入してください。

\*Please fill in (31),(32), and (33) only if you are residing in a country other than Japan at the time you submit this form.

■ 留学フェア・留学説明会参加の有無 Participation in Japan education fair

(34) 場 所

(35) 参加年月

Place : \_\_\_\_\_

Date : \_\_\_\_\_



⑤

推 薦 状

Letter of Recommendation

Date: .....

東京理科大学長 殿

To: The President, Tokyo University of Science

学校印

被推薦者

Recommendee:

氏名

Name .....

.....

.....

.....

.....

.....

.....

.....

.....

推薦者

Recommender:

署名

Signature:.....

氏名

Name:.....

職位

Position or title:.....

所属機関名

Name of institution: .....

所在地

Address: .....

⑥

**(A) AY2020 Tokyo University of Science**

**Statement of Payment of Entrance Examination Fee for International Students (Graduate School)**

**Payment methods**

\*Please see page 6 of Application Guidebook for details.

Furigana	
Name	

**Credit cards**

Please complete procedures by visiting E-shirahai.net on the Internet.

Please attach 'certificate of receipt of entrance examination fees' on Slip A.

Attach (glue) 'certificate of receipt of entrance examination fees' paid by credit card here
--

\*Please fill out all of sections within the bold lines in slip (A).

⑦

経費支弁書

Letter of Financial Support

日本国法務大臣 殿

To: Minister of Justice

国籍 Nationality: \_\_\_\_\_ 学生氏名 Student name: \_\_\_\_\_

生年月日 Date of birth: 19 年(Y) 月(M) 日(D) 性別 Gender: 男 Male / 女 Female

私は、この度、上記の者が日本国に入国した場合の経費支弁者となりましたので、経費支弁の引き受け経緯を説明するとともに、経費支弁について誓約いたします。

As the person responsible for the expenses of the above student during his/her visit to Japan, I will explain the reason for assuming expenses on behalf of the student and I promise to pay the expenses.

1. 経費支弁の引き受け経緯（申請者の経費支弁を引き受けた経緯及び申請者との関係について具体的に記載してください。）

Reason for assuming expenses (explain in detail the reason for assuming expenses on behalf of the student and your relation to the student).

---

---

---

2. 経費支弁内容 Payment of expenses details

- (1) 学 費 : ( 毎月 / 半年ごと / 年間 )

Tuition: (Monthly/Biannually/Yearly) \_\_\_\_\_ 円 yen

- (2) 生活費 Living expenses: 1ヶ月分 Per month \_\_\_\_\_ 円 yen

- (3) 支弁方法（送金・振込等支弁方法を具体的に記入してください）

Payment method (explain the specific payment method. For example, remittance, wire transfer, etc.)

---

---

---

申請者の日本国滞在について、上記のとおり申請者へ経費を支弁すること及び記載内容に相違がないことを誓約いたします。

I pledge that the above expenses paid during the student's stay in Japan and their details are correct.

20 年(Y) 月(M) 日(D)

経費支弁者氏名 Name of person paying expenses: \_\_\_\_\_

署名 Signature: \_\_\_\_\_

住所 Address: \_\_\_\_\_

連絡先 Contact: TEL: \_\_\_\_\_ E-mail: \_\_\_\_\_

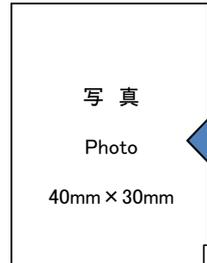
申請者との関係 Relationship to the student: \_\_\_\_\_ 職業 Occupation: \_\_\_\_\_

勤務先住所 Place of employment address: \_\_\_\_\_

在留資格認定証明書交付申請書  
APPLICATION FOR CERTIFICATE OF ELIGIBILITY

法務大臣 殿  
To the Minister of Justice

出入国管理及び難民認定法第7条の2の規定に基づき、次のとおり同法第7条第1項第2号に掲げる条件に適合している旨の証明書の交付を申請します。  
Pursuant to the provisions of Article 7-2 of the Immigration Control and Refugee Recognition Act, I hereby apply for the certificate showing eligibility for the conditions provided for in 7, Paragraph 1, Item 2 of the said Act.



パスポートと同じ写真が使わないでください。

1 国籍・地域 Nationality/Region 中国  
2 生年月日 Date of birth 1900 年 5 月 1 日

3.氏名はパスポートと同じ表記で記載してください。中国・韓国の方は英字、漢字を両方記入してください。

3 氏名 Name LI JIADA (李 佳大)

4 性別 Sex 男 Male / 女 Female  
5 出生地 Place of birth 中国 北京市  
6 配偶者の有無 Marital status 有 Married / 無 Single

6.国名、都市名の順に記入

7 職業 Occupation 学生  
8 本国における居住地 Home town/city 中国北京市〇〇〇

7.現在、どこの学校にも所属していない場合は「留学準備中」と記入してください。

9 日本における連絡先 Address in Japan 東京理科大学 東京都新宿区神楽坂1-3  
10 旅券 (1)番号 Number AA〇〇〇〇〇〇〇〇 (2)有効期限 Date of expiration 2000 年 7 月 〇 日

9.東京理科大学の住所を記入してください。

11 入国目的 (次のいずれか該当するものを選んでください。) Purpose of entry: check one of the followings

- I「教授」  I「教育」  J「芸術」  J「文化活動」  K「宗教」  L「報道」
- L「企業内転勤」  L「研究(転勤)」  M「経営・管理」  N「研究」
- N「技術・人文知識・国際業務」  N「介護」  N「技能」  N「特定活動(研究活動等)」
- V「特定技能(1号)」  V「特定技能(2号)」  O「興行」  P「留学」  Q「研修」
- Y「技能実習(1号)」  Y「技能実習(2号)」  Y「技能実習(3号)」
- R「家族滞在」  R「特定活動(研究活動等家族)」  R「特定活動(EPA家族)」
- T「日本人の配偶者等」  T「永住者の配偶者等」  T「定住者」
- 「高度専門職(1号イ)」  「高度専門職(1号ロ)」  「高度専門職(1号ハ)」  U「その他」

9.日本の携帯番号を持っていない場合は、「-」を記入してください。

12 入国予定年月日 Date of entry 2020 年 3 月 30 日  
13 上陸予定港 Port of entry 成田空港

14 滞在予定期間 Intended length of stay 2年  
15 同伴者の有無 Accompanying persons, if any 有 Yes / 無 No

16 査証申請予定地 Intended place to apply for visa

17 過去の出入国歴 Past entry into / departure from Japan 有 Yes / 無 No  
回数 3 回 直近の出入国歴 2000 年 10 月 5 日 から 2000 年 10 月 12 日

18 犯罪を理由とする処分を受けたことの有無 (日本国外におけるものを含む。) Criminal record (in Japan / overseas) 有 (具体的内容) / 無

19 退去強制又は出国命令による出国の有無 Departure by deportation / departure order 有 Yes / 無 No  
回数 回 直近の送還歴 年 月 日

20 在日親族(父・母・配偶者・子・兄弟姉妹など)及び同居者 Family in Japan (Father, Mother, Spouse, Son, Daughter, Brother, Sister or others) and co-residents  
有 (「有」の場合は、以下の欄に在日親族及び同居者を記入してください。) / 無

続柄 Relationship	氏名 Name	生年月日 Date of birth	国籍・地域 Nationality/Region	同居予定の有無 Intended to reside with applicant or not	勤務先名称・通学先名称 Place of employment/school	在留カード番号 特別永住者証明書番号 Residence card number Special Permanent Resident Certificate number
	なし			有・無 Yes / No		
				有・無 Yes / No		
				有・無 Yes / No		
				有・無 Yes / No		

14.在日親族がいない場合は「なし」と記入してください。

※ 20については、記載欄が不足する場合は別紙に記入して添付すること。なお、「研修」、「技能実習」に係る申請の場合は記載不要です。  
Regarding item 20, if there is not enough space in the given columns to write in all of your family in Japan, fill in and attach a separate sheet.  
In addition, take note that you are not required to fill in item 20 for applications pertaining to "Trainee" / "Technical Intern Training".

(注)裏面参照の上、申請に必要な書類を作成して下さい。 Note: Please fill in forms required for application. (See notes on reverse side.)

21 通学先 Place of study  
 (1)名称 Name of school 東京理科大学 野田キャンパス  
 (2)所在地 Address 千葉県野田市山崎2641 (3)電話番号 Telephone No. 04-7124-1501

22 修学年数 (小学校～最終学歴) Total period of education (from elementary school to last institution of education) 12 年 Years

23 最終学歴 (又は在学中の学校) Education (last school or institution) or present school  
 (1)在籍状況 Registered enrollment  卒業 Graduated  在学中 In school  休学中 Temporary absence  中退 Withdrawal  
 大学院 (博士) Doctor  大学院 (修士) Master  大学 Bachelor  短期大学 Junior college  専門学校 College of technology  
 高等学校 Senior high school  中学校 Junior high school  小学校 Elementary school  その他 (Others)

(2)学校名 Name of the school ○○高等学校 (3)卒業又は卒業見込み年月 Date of graduation or expected graduation 2000 年 7 月 Year Month

24 日本語能力 (専修学校又は各種学校において日本語教育以外の教育を受ける場合に記入) Japanese language ability (Fill in the followings when the applicant plans to study at advanced vocational school or vocational school (except Japanese language))  
 試験による証明 Proof based on a Japanese language test  
 (1)試験名 Name of the test (2)級又は点数 Attained level or score  
 日本語教育を受けた教育機関及び期間 Organization and period to have received Japanese language education  
 機関名 Organization  
 期間: Period from 年 Year 月 Month から to 年 Year 月 Month  
 その他 Others

25 日本語学習歴 (高等学校において教育を受ける場合に記入) Japanese education history (Fill in the followings when the applicant plans to study in high school)  
 日本語の教育又は日本語による教育を受けた教育機関及び期間  
 Organization and period to have received Japanese language education / received education by Japanese language  
 機関名 Organization  
 期間: Period from 年 Year 月 Month から to 年 Year 月 Month

26 滞在費の支弁方法等 (生活費、学費及び家賃について記入すること。) ※複数選択可 Method of support to pay for expenses while in Japan (fill in with regard to living expenses, tuition and rent) \* multiple answers possible  
 (1)支弁方法及び月平均支弁額 Method of support and an amount of support per month (average)  
 本人負担 Self 円 Yen  在外経費支弁者負担 Supporter living abroad 90,000 円 Yen  
 在日経費支弁者負担 Supporter in Japan 円 Yen  奨学金 Scholarship 円 Yen  
 その他 Others 円 Yen

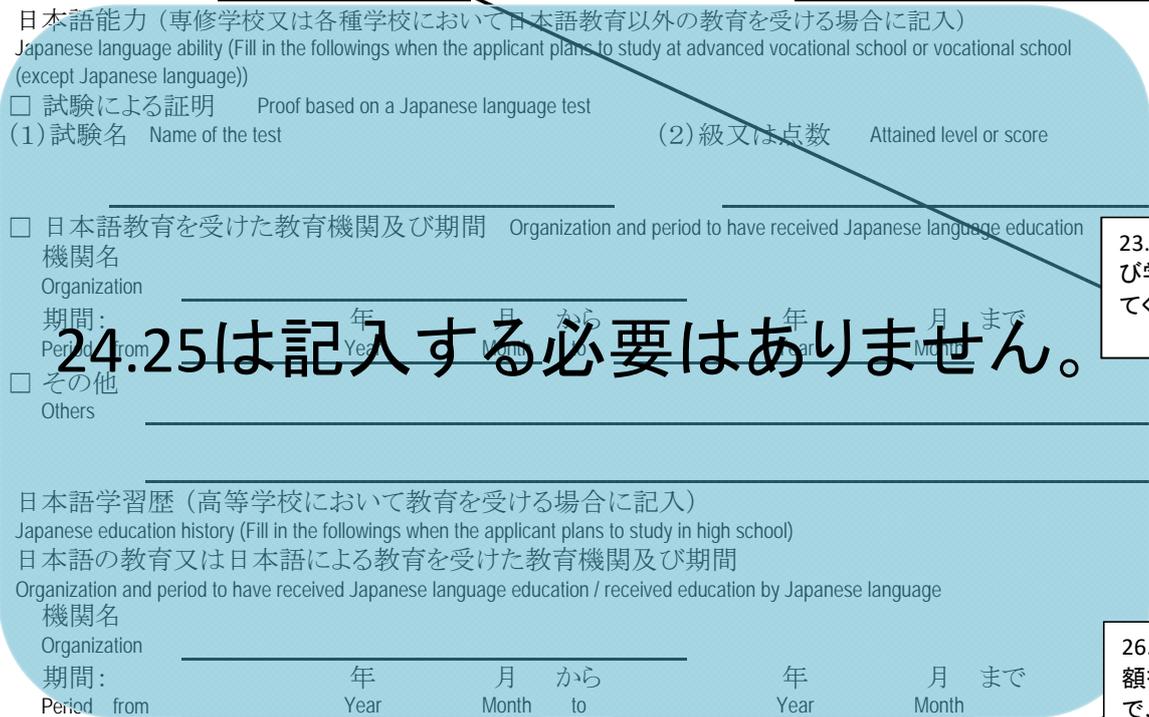
(2)送金・携行等の別 Remittances from abroad or carrying cash  
 外国からの携行 Carrying from abroad 円 Yen  外国からの送金 Remittances from abroad 90,000 円 Yen  
 (携行者 Name of the individual carrying cash 携行時期 Date and time of carrying cash )  その他 Others 円 Yen

(3)経費支弁者 (複数人いる場合は全てについて記入すること。) ※任意 Supporter (If there is more than one, give information on all of the supporters) \* another paper may be attached  
 ①氏名 Name LI HUAMEI (李 華美)  
 ②住所 Address 中国北京市○○○-○○-○○ 電話番号 Telephone No. 86-○○-○○○-○○○○  
 ③職業 (勤務先の名称) Occupation (place of employment) 総務/○○有限公司 電話番号 Telephone No. 86-○○-○○○-○○○○  
 ④年収 Annual income 5,500,000 円 Yen

23. 自国での最終学歴及び学校名について記入してください。

26. 月額の仕送り予定金額を記入してください。(3)で、仕送りをする方(経費支弁者)の詳細を記入してください。

26.(3)①～④ 経費支弁書、残高証明書の名義人について、情報を漏れなく正確に記入してください。中国、韓国の方は、英字、漢字を両方記入してください。



- (4) 申請人との関係 (上記(1)で在外経費支弁者負担又は在日経費支弁者負担を選択した場合に記入)  
 Relationship with the applicant (Check one of the followings when your answer to the question 26(1) is supporter living abroad or Japan)
- 夫  妻  父  母  祖父  祖母  養父  養母  
 Husband Wife Father Mother Grandfather Grandmother Foster father Foster mother
- 兄弟姉妹  叔父(伯父)・叔母(伯母)  受入教育機関  友人・知人  
 Brother / Sister Uncle / Aunt Educational institution Friend / Acquaintance
- 友人・知人の親族  取引関係者・現地企業等職員  
 Relative of friend / acquaintance Business connection / Personnel of local enterprise
- 取引関係者・現地企業等職員の親族  その他 ( )  
 Relative of business connection / personnel of local enterprise Others

- (5) 奨学金支給機関 (上記(1)で奨学金を選択した場合に記入) ※複数選択可  
 Organization which provide scholarship (Check one of the following when the answer to the question 26(1) is scholarship) \* multiple answers possible
- 外国政府  日本国政府  地方公共団体  
 Foreign government Japanese government Local government
- 公益社団法人又は公益財団法人 ( )  その他 ( )  
 Public interest incorporated association / Public interest incorporated foundation Others

27 卒業後の予定 Plans after graduation

- 帰国  日本での進学  
 Return to home country Enter school of higher education in Japan
- 日本での就職  その他 ( )  
 Find work in Japan Others

28 本邦における申請人の監護人(通学先が中学校又は小学校の場合に記入)

Actual guardian in Japan (Fill in the following if the applicant is to study at a junior high school or elementary school)

- (1) 氏名 (2) 本人との関係  
 Name Relationship with the applicant
- (3) 住所  
 Address
- 電話番号 携帯電話番号  
 Telephone No. Cellular Phone No.

※28以降は記入しないでください。

29 申請人、法定代理人、法第7条の2第2項に規定する代理人

Applicant, legal representative of the applicant, representative prescribed in Paragraph 2 of Article 7-2

- (1) 氏名 (2) 本人との関係  
 Name Relationship with the applicant
- (3) 住所  
 Address
- 電話番号 携帯電話番号  
 Telephone No. Cellular Phone No.

以上の記載内容は事実と相違ありません。  
 申請人(代理人)の署名/申請書作成年月日

I hereby declare that the statement given above is true and correct.  
 Signature of the applicant (representative) / Date of filling in this form

年 月 日  
 Year Month Day

注意 申請書作成後申請までに記載内容に変更が生じた場合、申請人(代理人)が変更箇所を訂正し、署名すること。  
 Attention In cases where descriptions have changed after filling in this application form up until submission of this application, the applicant (representative) must correct the part concerned and sign their name.

※ 取次者 Agent or other authorized person

- (1) 氏名 (2) 住所  
 Name Address
- (3) 所属機関等 Organization to which the agent belongs 電話番号 Telephone No.

1 入学する外国人の氏名  
Name of the foreigner to enter school \_\_\_\_\_

2 通学先 Place of Study  
(1) 学校名  
Name of School \_\_\_\_\_

(2) 所在地  
Address \_\_\_\_\_  
電話番号  
Telephone No. \_\_\_\_\_

**※所属機関作成用ページです。  
東京理科大学で記入しますので、  
記入はしないでください。**

(3) 法人名  
Corporation name \_\_\_\_\_

(4) 法人番号(13桁)  
Corporation no. (combination of 13 numbers and letters) \_\_\_\_\_

(5) 授業形態 (Type of class)  
 昼間制  昼夜間制  夜間制  
Day classes Day-Evening classes Evening classes  
 サテライト制 (双方向通信による遠隔授業を受ける場合に記入)  
Satellite program (fill in this box when attending remote classes that use two-way communication)  
 通信制 (単位の一部をビデオ又はインターネット等による教育により取得できる場合を含む。)  
Correspondence course (including cases receiving credits for education via video or internet)

(6) 生活指導担当者名 (通学先が専修学校、各種学校、中学校又は小学校の場合に記入)  
Name of the resident adviser in Japan (in case that the place of study is an advanced vocational school, vocational school, junior high school or elementary school) \_\_\_\_\_

(7) 学生交換計画の有無及び当該計画の策定主体 有・無  
(通学先が高等学校、中学校又は小学校の場合に記入) Yes / No  
Is the applicant participating in a student exchange program? Which organization is in charge of that program?  
(when the place of study is senior high school, junior high school or elementary school)  
 国又は地方公共団体の機関  独立行政法人  国立大学法人  学校法人  
National or local government Incorporated administrative agency National university corporation Educational foundation  
 公益社団法人又は公益財団法人  その他 ( )  
Public interest incorporated association or public interest incorporated foundation Others

3 入学年月日 年 月 日  
Date of entrance Year Month Day

4 週間授業時間(予定を含む。) 時間  
Lesson hours per week(including scheduled lessons) hours

5 在籍区分 Registration  
 大学院 (博士)  大学院 (修士)  
Doctor Master  
 大学院 (研究生/専ら聴講によらない)  大学院 (研究生/専ら聴講による)  
Graduate school (Research student / not study through auditing courses exclusively) Graduate school (Research student / study through auditing courses exclusively)  
 大学 (学部生)  大学 (聴講生・科目等履修生)  大学 (別科生)  
Undergraduate student University (Auditor elective course student) University (Japanese language course student)  
 大学 (研究生/専ら聴講によらない)  大学 (研究生/専ら聴講による)  
University (Research student/ not study through auditing courses exclusively) University (Research student / study through auditing courses exclusively)  
 短期大学 (学科生)  短期大学 (聴講生・科目等履修生)  短期大学 (別科生)  
Junior college (Regular student) Junior college (Auditor elective course student) Junior college (Japanese language course student)  
高等専門学校  専修学校 (専門課程)  専修学校 (高等課程)  
Technical school Advanced vocational school (Specialized course) Advanced vocational school (Higher course)  
 専修学校 (一般課程)  各種学校  
Advanced vocational school (General course) Miscellaneous school  
 日本語教育機関 (専修学校専門課程)  日本語教育機関 (専修学校一般課程)  
Japanese language institution (Advanced vocational school of specialized course) Japanese language institution (Advanced vocational school of general course)  
 日本語教育機関 (準備教育課程)  日本語教育機関 (各種学校)  
Japanese language institution (Preparatory courses) Japanese language institution (Miscellaneous school)  
 日本語教育機関 (その他)  
Japanese language institution (Others)  
 高等学校  中学校  小学校  その他 ( )  
Senior high school Junior high school Elementary school Others

6 学部・課程 Faculty / Course

(5で大学院, 大学, 短期大学(いずれも聴講生・科目等履修生及び研究生の場合を含む)を選択した場合に記入)  
(Check the following item(s) if you selected Doctor, Master, Graduate school (Research student), Undergraduate student, University (Auditor elective course student), University (Research student), Junior college (Regular student) or Junior college (Auditor elective course student) as your answer to question 5)

- 法学 Law
- 語学 Linguistics
- その他人文・社会科学 Others(cultural science/social science)
- 農学 Agriculture
- その他自然科学 Others(natural science)
- 経済学 Economics
- 社会学 Sociology
- 歴史学 History
- 理学 Science
- 水産学 Fisheries
- 薬学 Pharmacy
- 医学 Medicine
- 体育学 Sports science
- 工学 Commercial science
- 心理学 Psychology
- 歯学 Dentistry
- その他 Others
- 経営学 Business administration
- 教育学 Education
- 化学 Chemistry
- その他 Others
- 文学 Literature
- 芸術学 Science of art
- 工学 Engineer

※所属機関作成用ページです。  
東京理科大学で記入します。  
記入はしないでください。

7 所属予定の研究室 (5で大学院を選択した場合に記入)

Research room (Fill in the following item(s), if you selected Doctor, Master or Graduate school (Research student) as your answer to question 5)

(1)研究室名

Name of research room \_\_\_\_\_

(2)指導教員氏名

Name of mentoring professor \_\_\_\_\_

8 専門課程名称 (5で高等専門学校～各種学校を選択した場合に記入)

Name of specialized course (Check the following item(s) if you selected "Technical school" through to "Miscellaneous school" as your answer to question 5)

- 工業 Engineering
- 商業実務 Practical commercial business
- 農業 Agriculture
- 服飾・家政 Dress design / Home economics
- 医療・衛生 Medical services / Hygienics
- 文化・教養 Culture / Education
- 教育・社会福祉 Education / Social welfare
- その他 Others
- 法律 Law

9 仲介業者又は仲介者 (5で日本語教育機関を選択した場合に記入)

Name of intermediary agency or person (Fill in the following item(s) if you selected Japanese language institution as your answer to question 5)

(1)名称

Name \_\_\_\_\_

(2)本国政府による登録番号(ベトナムの場合に記入)

Registration number issued by the government (Fill in the following item if the applicant is a Vietnamese national) \_\_\_\_\_

10 卒業までの年月(予定) Scheduled period of education until graduation

年 \_\_\_\_\_ 月 \_\_\_\_\_

(交換留学生の場合, 交換留学受入満了までの年月)

Year(s) \_\_\_\_\_ Month(s) \_\_\_\_\_

(If the applicant is an exchange student, fill in the scheduled period of education until the end of the exchange)

以上の記載内容は事実と相違ありません。

I hereby declare that the statement given above is true and correct.

通学先又は所属機関名, 代表者氏名の記名及び押印/申請書作成年月日

Name of the place of study or organization and representative, and official seal of the organization / Date of filling in this form

印 \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日 \_\_\_\_\_  
Seal \_\_\_\_\_ Year \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_

注意 Attention

申請書作成後申請までに記載内容に変更が生じた場合, 所属機関等が変更箇所を訂正し, 押印すること。

In cases where descriptions have changed after filling in this application form up until submission of this application, the organization must correct the part concerned and press its seal on the correction.