

FOR THE ACADEMIC YEAR 2018

APPLICATION GUIDELINES

ADMISSION FOR
“ENGLISH–JAPANESE BILINGUAL
EDUCATION COURSE FOR
INTERNATIONAL STUDENTS”

INTERDISCIPLINARY FACULTY OF
SCIENCE AND ENGINEERING
SHIMANE UNIVERSITY

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I Admission for “English-Japanese Bilingual Education Course for International Students”

Interdisciplinary Faculty of Science and Engineering will have the admission for “English-Japanese Bilingual Education Course for International Students”. The purpose is to accept international excellent and promising students in the field of science and technology who have a good command of English and wish to work for Japanese enterprises and/or a job associated with Japan.

After entering, students will get basic specialized education and liberal arts education classes in English for one or two years. At the same time, the students will get intensive Japanese language training. After that, the students will mainly get advanced specialized education in Japanese. Through the education, we aim to foster a person with both scientific and technical knowledge, who will be able to work actively in the globalized society.

Concerning the details of the course, please confirm them in our website.

URL <http://shimane-riko.jp/eng/bilingual.html>

1. The Number of Students to be Admitted

Faculty	Department	The number of students to be admitted
Interdisciplinary Faculty of Science and Engineering	Department of Physics and Materials Science	Several students in each department
	Department of Chemistry	
	Department of Earth Science	
	Department of Mathematics	
	Department of Information Systems Design and Data Science	
	Department of Mechanical, Electrical and Electronic Engineering	
Department of Architectural Design		

2. Application Requirements

Those applicants can apply, who are not granted Japanese citizenship, nor do they have a permanent residence in Japan, and who satisfy both of the following conditions (1) and (2).

(1) The applicant who satisfies one of the following requirements:

- ① Applicant has completed (or is expected to complete) 12 years of school education in a country other than Japan by March 31, 2018, or possesses an equivalent education recognized by the Japanese Ministry of Education, Culture, Sports, Science and Technology (MEXT).
- ② Applicant has reached 18 years of age by March 31, 2018 and possesses an International Baccalaureate degree awarded by the International Baccalaureate Organization as prescribed in the Swiss Civil Code.
- ③ Applicant has reached 18 years of age by March 31, 2018 and possesses an Abitur certificate recognized as qualification for university admission in the states of the Federal Republic of Germany.

- ④ Applicant has reached 18 years of age by March 31, 2018 and possesses a Baccalauréat diploma recognized as qualification for university admission in the French Republic.
- ⑤ Applicant has reached 18 years of age by March 31, 2018, and possesses a General Certificate of Education Advanced Level recognized as qualification for university admission in The United Kingdom of Great Britain and Northern Ireland.

(2) Applicant who satisfies all of the following requirements:

- ① Applicant has passed the "Japanese Language Proficiency Test (JLPT) " held in 2016 or later by the Japan Foundation and Japan Educational Exchanges and Services (JEES), and possesses N4 Level or higher.
- ② Applicant has taken the "Examination for Japanese University Admission for International Students (EJU)" held by Japan Student Services Organization (JASSO).
- ③ Applicant has taken the TOEFL and achieved PBT 523 (CBT 193 and iBT 70) or higher.

(Note) Applicant who graduated from high school in Japan cannot apply for the entrance examination, even he/she has not obtained Japanese citizenship. He/she will be treated as the general applicant for the university and cannot apply for this examination.

【Note: Visa Status】

Applicant is required to have obtained or is entitled to obtain the visa status according to the Immigration Control and Refugee Recognition Act, and/or possesses the visa status fit for entering Shimane University without any hindrance.

3. Application Procedures

(1) Application period

Application documents must reach us:

By 5:00 p.m. (Japan time)

From Monday, December 4 through Friday, December 8, 2017

Application documents will be accepted only when mailed by postal mail during the above period. We cannot accept the documents which are brought in person directly. Be sure to send the application documents early enough in order for them to reach us in time without fail, taking into account the postal delay. We cannot accept the documents after 5:00 p.m. Friday, December 8, 2017.

(2) Documents to be submitted

Applicants are requested to send the following 1 ~ 8 application documents. Those who are living in Japan should send the documents by postal mail by special delivery (SOKUTATSU in Japanese) and (designated) registered mail (TOKUTEI-KIROKU- in Japanese). Those who are living abroad should send the application documents by express and registered postal mail, or by EMS (Express Mail Service).

Applicants are requested to download the following application forms from our website.

URL http://www.shimane-u.ac.jp/nyushi/information/application/international_student2.html

1. Application for admission	Use Shimane University's prescribed application form on which a photograph of the applicant should be attached.	
2. A certificate of academic performance and an official graduation certificate (or certificate of completion)	2. Application requirement (1)	Necessary documents
	Applicant in the category ①	<ul style="list-style-type: none"> • A certificate of academic performance, which covers grades for all the school years of last school.(A copy is not accepted.) • The original of "Official Graduation Certificate" or "Certificate of Completion" of last school. (A copy is not accepted.)

2. A certificate of academic performance and an official graduation certificate (or certificate of completion) (continued)	Applicant in the category ②	A copy of International Baccalaureate Diploma issued by International Baccalaureate Office; and assessment certificate of the IB test and 6 (six) subjects of the last test of IB.
	Applicant in the category ③	A copy of (A certificate of) Zeugnis der allgemeinen Hochschulreife (general university entrance).
	Applicant in the category ④	A copy of (A certificate of) Diplôme du Baccalauréat de l'Enseignement du Second Degré.
	Applicant in the category ⑤	A certificate of assessment of the General Certificate of Education Advanced Level Test.
	(Note)In case the certificate issued by the foreign school or institute is not written in English, the English translation or Japanese version should be enclosed in addition to the original documents. Such translation can be done by the applicant.	
3. Statement of the motives and reasons	Use the university's form of the statement of motives and reasons for application that must be filled by the applicant in English. (In principle, the statement should be typewritten, but if it is not available, statement can be handwritten clearly in block letters.)	
4. A copy of Japanese Language Proficiency Test Result (passing or failing)	A copy of "A Notification of Passing or Failing of the Test" or "The Authorized Result Recognition and Certificate of Score Record" of "Japanese Language Proficiency Test" (N4 or higher level) carried out in July 2016 and December 2016, or in July, 2017.	
5.A copy of examination admission slip for EJU	A copy of "Examination Admission Slip" of "Examination for Japanese University Admission for International Students (EJU)" issued by Japan Student Services Organization (JASSO). (Note) It is not necessary to send the examinee score record of EJU.	
6. TOEFL Examinee Score Record or Test Taker Score Report	A copy of Examinee Score Record or Test Taker Score Report of TOEFL held after December 2015, which certifies the examinee's score result, PBT 523 (CBT 193, iBT 70) or higher.	
7. A certificate of bank transfer for "Entrance Examination Fee"	<p>① 【In case of transferring entrance examination fee from Japan】</p> <p>When applicants transfer the "Entrance Examination Fee" through the bank by downloading the forms such as bank transfer form for "Entrance Examination Fee" in the year 2018 from Shimane University's website, applicants are requested to fill out the form before going to the bank. Applicants can pay through financial institutions such as City Banks (TOSHI GINKO), Regional Banks (CHIHOH GINKO), Credit Union Banks (SHINYO KINKO), Japan Agriculture Cooperative Banks (JA) or YUCHO-GINKO BANK. (Be sure to take banknote (TSUCHOH in Japanese) and personal seal (INKAN in Japanese) with you).</p> <p>Applicants cannot send cash. Applicants must transfer "Entrance Examination Fee" amounting 17,000 yen by filling out the "Bank Transfer Form" (above mentioned).</p> <p>Handling time and period is as follows: By 3:00p.m. (Bank is open until 3:00p.m.), Monday, November 27 through Friday, December 8, 2017 Do not use ATM (Automatic Teller Machine).</p> <p>Applicants must enclose the "Certificate of Bank Transfer" (Bank Form -Ⅲ) issued by the bank with application documents. The certificate is to be submitted to Shimane University.</p>	

7. A certificate of bank transfer for "Entrance Examination Fee"(continued)

※Before transferring money, applicants must make inquiry to the address below by filling in the subject as [Concerning the payment of entrance examination fee for English-Japanese Bilingual Education Course for International Students]. We will inform the applicant of the reference number (SEIRI-KEN BANGO in Japanese)

Contact Place:

Admission Division, Shimane University
E-mail : sad-nyushi03@office.shimane-u.ac.jp

(Note)

If the applicant wishes to ask a proxy, "who is living in Japan," to transfer the "Entrance Examination Fee", the applicant's own full name should be written on the documents for bank transfer form etc.

② 【In case of transferring "Entrance Examination Fee" from abroad】

In case you wish to transfer "Entrance Examination Fee" from abroad, please contact the below mentioned contact place by filling in the subject: "Concerning the payment of entrance examination fee for English-Japanese Bilingual Education Course for International Students". We will instruct you how to transfer money. Please specify your full name and the reason for not being able to transfer money from Japan.

Contact Place:

Admission Division, Shimane University
E-mail : sad-nyushi03@office.shimane-u.ac.jp

After transferring "Entrance Examination Fee" amounting 17,000yen, scan "Application Form for Remittance (overseas)" (Photograph will be accepted) and send it to the e-mail address of the contact place. Also, applicants are requested to enclose a copy of "Application Form for Remittance" which certifies that "Entrance Examination Fee" has been paid. Make sure to keep the original of the Form with care.

(Note)

In case the transferred "Entrance Examination Fee" is short of the required amount, or the fee is not transferred by 5:00 p.m.(Japan time) of the deadline date, the transferred "Entrance Examination Fee" to the account cannot be accepted. The application itself will not be accepted either.

It requires more time to remit money than the applicants might expect. Applicants are advised to confirm the due date to the bank beforehand. The early action of remittance is recommended.

In case the "Entrance Examination Fee" has come to an over-payment, the overpaid fee will be refunded, however, the commission must be paid by the applicants. Please note that if the commission itself comes to be more than the "overpaid amount", it will not be paid back.

【Refund of entrance examination fee】

Once "The Entrance Examination Fee" has been paid, the fee cannot be refunded for any reason except for the following cases:

① If application forms cannot be accepted due to deficiency. In that case, the applicants are contacted and required to take necessary process.

<p>7. A certificate of bank transfer for "Entrance Examination Fee"(continued)</p>	<p>② If application is cancelled, after payment of the entrance examination fee. ③ If the entrance examination fee is paid twice by mistake.</p> <p>If the applicant's payment falls under the category ② or ③ above, the paid "Entrance Examination Fee" can be refunded according to the declaration by the applicant. Applicants are requested to contact the address below by filling in the subject "Concerning the refund of entrance examination fee for English-Japanese Bilingual Course for International Students" by Friday, December 15, 2017. Please specify the reference number (SEIRI-KEN BANGO in Japanese), applicant's full name, and paid date (or transferred date), then contact the below:</p> <p>Contact Place: Bursar's Office(Financial and Accounting Division), Shimane University E-mail : apd-suito@office.shimane-u.ac.jp</p> <p>(Note) During the refund process, Bank Form-II "Receipt for Transferred Money" (applicants keep) and Bank Form-III, which certifies the "Entrance Examination Fee Remittance" (to be submitted to Shimane University), are needed. When the applicants transfer money from abroad, "Application Form for Remittance" is needed. So keep these documents with caution. If we cannot confirm these documents, the refund may not be done. Also please note that the commission should be paid by the applicant. Further, if the commission comes more than the refund amount, the refund will not be done.</p>
<p>8. Return envelope</p>	<p>Envelop size to send-back the "Examination Admission Slip" [Long size type 3 120mm x 235mm envelope]</p> <p>◎ The applicants who are living in Japan are requested to enclose in the envelope: The stamped (92yen stamp) and self-addressed envelope. ◎ For the applicants who live abroad, we send the slip by EMS (Express Mail Service). Applicants are requested to enclose the following International Reply Coupon (IRC) for the return postage of EMS (Express Mail Service): Residents of Asia— 1,400yen; Residents of Oceania, North America, Central America and Middle East— 2,000 yen; Residents of Europe— 2,200 yen; Residents of South America and Africa— 2,400 yen.</p>

(3) Use of "Examination for Japanese University Admission for International Students" (EJU)

Please never fail to write down the subjects you took in "Examination for Japanese University Admission for International Students" (EJU) . Also please describe in the application for admission which one you want to utilize out of the results of the examination, the year and the number of the EJU.(for example, the second Exam in the year 2017 held in November 2017.)

Please refer to "4. Entrance Examination Procedure" for the details such as the subjects in EJU.

(Note) After submitting the application for admission, the applicants cannot change the contents such as the year of the examination whose result is to be utilized.

(4) Things to be noted in the application

- ① Applicants can apply for only one department.
- ② If the application documents contain false information, the admission might be cancelled even after enrollment.
- ③ In case the application documents are insufficient, or have some problems, there is a possibility that the documents cannot be accepted.
- ④ Once we receive the application documents, they would not be returned to the applicants for whatever the reasons.

- ⑤ The applicants who have changed their names (family name or given name), can use the certificates or the results on which the original name different from that on the application for admission is written.

In such a case, please attach a document which certifies the date of name change; with both the new name and the original name, written by the applicants themselves. No formality of the document is required.

(5) Destination addressee for application documents

Education and Student Support Department
 Education and Entrance Examination Planning Division
 1060 Nishi-Kawatsu-Cho, Matsue City, Shimane Prefecture 690-8504 Japan
 TEL : 0852-32-6073 (+81-852-32-6073)
 FAX : 0852-32-9726 (+81-852-32-9726)
 E-mail : epd-nnyushi@office.shimane-u.ac.jp

4. Entrance Examination Procedures

Screening will be done through a comprehensive assessment of the application documents and the results of "The Examination for Japanese University Admission for International Students (EJU)".

【The Examination for Japanese University Admission for International Students (EJU)】

Department	Pre-arrival admission	Subjects to be used for screening									The number of times the result can be used.	
		Field	Japanese as a Foreign Language	Japan and the World	Mathematics		Science			Problem-statement language		
					①	②	Physics	Chemistry	Biology	Japanese		English
Department of Physics and Materials Science	○	Science	—	—		○	Physics and another elective			○	○	4 times (2 years)
Department of Chemistry	○	Science	—	—		○	Chemistry and another elective			○	○	4 times (2 years)
Department of Earth Science	○	Science	—	—	○ (Elective)		Two elective subjects			○	○	4 times (2 years)
Department of Mathematics	○	Science	—	—		○	Physics and another elective			○	○	4 times (2 years)
Department of Information Systems Design and Data Science	○	Science	—	—		○	Physics and another elective			○	○	4 times (2 years)
Department of Mechanical, Electrical and Electronic Engineering	○	Science	—	—		○	Physics and Chemistry			○	○	4 times (2 years)
Department of Architectural Design	○	Science	—	—		○	Physics and another elective			○	○	4 times (2 years)

Note

- (1) Select the subjects to take in the examination which have a ○ mark and which are mentioned above.
- (2) In the column "Mathematics", ① means course 1, ② course 2.
- (3) In the column "The number of times the result can be used", "4 times (2 years)" means the results obtained in the years 2016 and 2017.

5. Period of Entrance Examination at Shimane University

There is no scholastic ability test etc. carried out at Shimane University, so please retain the examination admission slip which has been sent with caution until the announcement of successful applicants.

6. Announcement of Successful Applicants

Successful applicants will be announced at 11:00 a.m. on Friday, January 19, 2018.

A letter of acceptance will be sent to the successful applicants to the “present address” specified on the application for admission. The examinee’s number will be uploaded on the website of the university.

(Website address: <http://www.shimane-u.ac.jp/nyushi/>)

We cannot accept inquiry by mail or telephone, etc.

7. Admission Procedures

(1) Period of admission procedures

From Monday, February 5 through Friday, February 9, 2018, 5:00 p.m. (Japan time, strict).

Please go through the admission procedures by directly coming in person to Matsue campus of Shimane University; or by postal mail. Never fail to observe the strict dead line of 5:00 p.m., Friday, February 9, 2018 even when you go through the admission procedures by postal mail.

Those who do not go through the admission procedures during the period as specified above, will be treated in such a way that they have declined the admission.

(2) Documents etc., necessary for the admission procedures

① Registration of entrance (prescribed form by Shimane University)

② Admission fee

Details of admission procedures such as other documents than above (for example, a “Letter of Guarantee” issued by a secure guarantor residing in Japan) are given in the “Admission Guide” which is sent to successful applicants.

(3) Fee necessary at admission time

Admission fee: 282,000 yen (tentative)

※ If some change in the amount of the fee is made before the admission procedures, new amount will apply.

(4) Place of admission procedures and submission of documents:

Education and Student Support Department

Education and Entrance Examination Planning Division

1060 Nishi-Kawatsu-Cho, Matsue City, Shimane Prefecture 690-8504 Japan

TEL : 0852-32-6073 (+81-852-32-6073)

Admission procedures by postal mail

① Those who are residing in Japan.

Please use the envelope attached in the “Admission Guide” to send the Documents by postal mail by (designated) registered (TOKUTEI-KIROKU) and special delivery (SOKUTATSU) .

② Those who are residing abroad.

Please send the documents by registered and express postal mail, or by EMS (Express Mail Service).

8. Tuition

The tuition should be paid after enrollment.

(1) Amount of tuition

(For the first semester) 267,900 yen

(For the second semester) 267,900 yen

【Annual amount of tuition: 535,800 yen】

※ If some change in the amount of the fee is made at the time of admission or in school, new amount will apply.

(2) How to pay tuition

In principle, the tuition should be paid by an account transfer (KOHZA-FURIKAE) from a bank account.

9. Pre-admission Consultation with Applicants who Have Some Impediments

If the applicants who wish to enter Shimane University and have some impediments (visual, auditory, crippled, physically weak, developmentally disabled, and of others) need a special care during the entrance examination or in school, please consult as follows.

If the applicants need a special care during the entrance examination or in school for some medical reasons other than above, please inform us at the contact place given in (2) below.

(1) How to consult

Please fill in the prescribed form of the university (which can be downloaded from the website of the university) and attach a copy of a physical disability certificate or a copy of a medical certificate etc., and submit them before the start of the application procedures.

If the university recognizes its necessity, an interview will be held at the university with the applicant or someone who can act on behalf of the applicant.

(2) Contact place:

Education and Student Support Department

Education and Entrance Examination Planning Division

1060 Nishi-Kawatsu-Cho, Matsue City, Shimane Prefecture 690-8504 Japan

E-mail : epd-nnyushi@office.shimane-u.ac.jp

II Personal Information Handling

Personal information on the applicants/examinees is handled as follows.

Personal information described on the application documents etc., (name, birthday, gender, and other personal data) will be used only for the entrance examination, announcement of successful applicants and admission procedures.

The personal information thus obtained will be controlled by Shimane University for the following purposes: Education for the successful applicants after admission (student ID number, teaching etc.), Student support (health control, application for a scholarship, etc.), Study on tuition and Investigation on admission etc. (improvement of the entrance examination, research on preference trend of students, etc.). It will not be used for other purposes nor given to people other than the staff of Shimane University.

If we outsource some jobs by using the obtained personal information, we observe the rules concerning personal information in Shimane University and control it appropriately.

III Supporting System for the Students, etc.

1. Supporting System for Students.

(1) Grace of admission fee payment

For those students who have difficulty in payment of the admission fee by the dead line due to economic reason and who are recognized to have been doing well at school, a grace of payment may be granted after screening.

(2) Tuition exemption

For those students who have difficulty in payment of tuition due to economic reason and who are recognized to be doing well at school, all or half of the tuition may be exempted after screening.

※Tuition exemption system for high achievers in academic performance and activities outside a curriculum

In addition to the tuition exemption system as described above, there are following two systems.

<Tuition exemption system for high achievers in academic performance>

This system aims at enhancing motivation for learning.

- ① This covers undergraduate students in the 2nd, 3rd and 4th grade (if a student was transferred to the 3rd grade, the student is eligible when the student is in the 4th grade) .
- ② Screening is made according to the academic achievement in the previous one year, in Shimane University and all of the tuition for the last half year is exempted. (It is not necessary to apply for it).
- ③ The high achievers in academic performance are awarded.

<Tuition exemption system for high achievers in activities outside a curriculum>

The aim of this system is that the university evaluates the activities outside a curriculum positively, and that the students are highly motivated for the academic work by joining the activities outside a curriculum.

- ① This covers undergraduate students.
- ② Screening is made according to the cumulative points (points are given to the student by doing activities outside a curriculum) which the student has earned by the previous year. All of the tuition for the last half year in the 4th (6th for a medical student) grade will be exempted. (It is not necessary to apply for it).
- ③ It is a precondition for the student to satisfy a certain level of academic achievement.
- ④ The high achievers in activities outside a curriculum are awarded.

(3) Scholarship for privately-financed international students

Privately-financed international students can apply for scholarships such as Monbukagakusho Honors Scholarship and Scholarship supported by Shimane International Center, and Rotary Yoneyama Scholarship after admission to Shimane University. On-campus selection based mainly on the academic transcript and study plan is conducted twice a year to decide the candidates. Shimane University recommends the selected students to each scholarship foundation. The number of the recipients of these scholarships is about 20 every year.

In addition, Reservation Program for Monbukagakusho Honors Scholarship for Privately-Financed International Students by Pre-Arrival Admission (University Recommenders) is also available at Shimane University. Pre-arrival admission is one of the types of admission we offer to the international students living abroad. They can apply for admission and find out whether they have been accepted or not while remaining in their home nation/region.

Also, Shimane University offers "Internship scholarship for privately-financed international students" to students who wish to work in Japan after graduation. 250,000 yen at maximum will be awarded as the scholarship for students who have completed internship program for regulated hours at a company located in Shimane prefecture which is planning to develop business operations overseas.

2. Personal Accident Insurance for Students Pursuing Education and Research (PAS) and Liability Insurance Coupled with PAS

PAS allows payment of insurance to students when they get injured in the abrupt and accidental extraneous accidents during the normal activities of students, school events, activities outside a curriculum, or during educational/research activities in the premises of Shimane University including internship, care-provider experiential activities, and practice teaching.

Also, there is Liability Insurance coupled with PAS, which allows payment of insurance for the legal liability for the human injury or property damage caused by the student during the activities as mentioned above. The university recommends students to take out both.

3. Residence

Students' dormitory, apartment, mansion (rental condominium), etc.

International students can enter students' dormitory if they wish. But the number of available dormitory rooms is limited. In case some of the International students cannot enter the dormitory, co-op of Shimane University will take care of them by introducing an apartment/mansion (rental condominium) which is suitable for a student.

Website for Shimane University Entrance Examination Information

<http://www.shimane-u.ac.jp/nyushi/>

Mobile website

<http://daigakujc.jp/shimane-u>



Inquiry about Entrance Exam.

【Inquiries Available :Monday~Friday (Except national holidays) 8:30a.m.~5:15p.m.】

What to inquire about	Where to inquire
About Interdisciplinary Faculty of Science and Engineering	【Admission Division】School Affairs Division T E L:0852-32-6835 (+81-852-32-6835) E-mail:sad-nyushi03@office.shimane-u.ac.jp
About scholarship and residence	International Exchange Division T E L:0852-32-6106 (+81-852-32-6106) E-mail:ied-ryugaku@office.shimane-u.ac.jp
About grace of admission fee and tuition exemption	Student Support Division Bursary Support Group T E L:0852-32-6063 (+81-852-32-6063) E-mail:ssd-shogaku@office.shimane-u.ac.jp
Other general inquiry concerning entrance exam.	Education and Entrance Examination Planning Division Entrance Examination Planning Group T E L:0852-32-6073 (+81-852-32-6073) E-mail:epd-nnyushi@office.shimane-u.ac.jp

Shimane University

1060 Nishi-Kawatsu-Cho, Matsue City, Shimane Prefecture 690-8504 Japan

Education and Student Support Department
Education and Entrance Examination Planning Division
Entrance Examination Planning Group
TEL : 0852-32-6073 (+81-852-32-6073)
FAX : 0852-32-9726 (+81-852-32-9726)
E-mail : epd-nnyushi@office.shimane-u.ac.jp

【Admission Division】
Education and Student Support Department
School Affairs Division
TEL : 0852-32-6835 (+81-852-32-6835)
FAX : 0852-32-6059 (+81-852-32-6059)
E-mail : sad-nyushi03@office.shimane-u.ac.jp