

AY 2018

Application Guidelines for the Nagoya  
University Graduate School of Economics  
(Doctoral Program)

April 2018 Enrollment

Nagoya University  
Graduate School of Economics

B4-5 (700) Furo-cho, Chikusa-ku, Nagoya-shi, 464-8601  
(052) 789-2357 (Admissions Staff)  
School/Graduate School of Economics website:  
<http://www2.soec.nagoya-u.ac.jp>

## Admissions Policy

We hope all students having basic linguistic ability and fundamental analytical facility will come to Nagoya University to cultivate person in the field of economics with outstanding ability to make policy proposals and superior sense of ethics.

## Educational Goal

Applicable Ability

Research Ability

### Emergency contact information

In the event that the examination schedule, selection process, etc. changes due to a disaster, an epidemic of infectious diseases, or other unavoidable circumstances, we will provide updated information on the following website; please be sure to check it prior to application or examination.

School / Graduate School of Economics Website

URL: <http://www2.soec.nagoya-u.ac.jp/>

Contact:

Admissions Staff, the Graduate School of Economics (Tel: 052-789-2357)

# Application Guidelines for the Nagoya University Graduate School of Economics (Doctoral Program)

The Graduate School of Economics invites students to apply for admission into Doctoral Program for the 2018 academic year according to the terms and conditions specified below:

June 2017

Nagoya University Graduate School of Economics  
B4-5, (700) Furo-cho, Chikusa-ku, Nagoya-shi 464-8601  
TEL: 052-789-2357

## 1. Eligibility Requirements

Persons who fall under one of the items below, and will be able to dedicate themselves to research:

- (1) Persons to whom a master's degree or professional degree from a graduate school of Nagoya University or a graduate school of another university has been granted or is scheduled to be granted by March 31, 2018;
- (2) Persons who have earned, or are scheduled to earn by March 31, 2018, a degree equivalent to a master's degree or professional degree in a foreign country;
- (3) Persons who have taken courses in Japan offered by a foreign school through distance education and to whom a degree equivalent to a master's degree or a professional degree has been granted or is scheduled to be granted by March 31, 2018;
- (4) Persons to whom a degree equivalent to a master's degree or a professional degree has been granted, or is scheduled to be granted by March 31, 2018, by completing a course of study in Japan offered at an educational institution positioned under the schooling system in a foreign country as offering the graduate school programs and also designated separately by the Minister of Japan's Ministry of Education, Culture, Sports, Science and Technology (MEXT);
- (5) Persons to whom a degree equivalent to a master's degree has been granted, or is scheduled to be granted by March 31, 2018, by completing a course of study at the United Nations University, which was established under Article 1, paragraph (2) of the Act on Special Measures Incidental to Enforcement of the "Agreement between the United Nations and Japan regarding the Headquarters of the United Nations University" (Act No. 72 of 1976), pursuant to the United Nations General Assembly Resolution dated December 11, 1972;
- (6) Persons designated by the Minister of MEXT (1989 Ministry Bulletin, Vol. 118)\* and;
- (7) Persons who will be at least 24 years of age by March 31, 2018, and who have been recognized by the Graduate School of Economics via individual screening of eligibility for admission as having academic ability equivalent to or higher than that of persons who have obtained a master's degree or a professional degree.\*

\* Persons who wish to submit an application under eligibility (6) or (7) above must be screened for their qualifications. Therefore, please contact the admissions staff at the Graduate School of Economics by December 8, 2017 (Fri.)

## 2. Number of Students to be Admitted

Department of Socio-Economic System: 15 students

Department of Industrial Management System: 7 students

## 3. Application Submission Period:

From December 20 (Wed), 2017 until 4 p.m. on January 11 (Thu), 2018

Applications must be sent by mail and will only be accepted if received by 4 p.m. on January 11 (Thu).

## 4. Application Documents

(1) Application Form: The Graduate School of Economics will provide a form.

(2) Curriculum Vitae: The Graduate School of Economics will provide a form.

- (3) Test Admission Ticket: The Graduate School of Economics will send a test admission ticket to each examinee on January 12, 2018.
- (4) Photo Card: Front-facing, upper body photograph without a hat (3 x 4 cm), taken within the past 3 months.
- (5) Self-addressed envelope for receiving the test admission ticket:  
Applicant's return address, postal code, and name must be written on the envelope provided by the graduate school, and a stamp for express mail (362 yen) must also be attached on it.
- (6) Self-addressed envelope:  
For notifying the applicant of the results of the first stage examination (subject examination). Applicant's return address, postal code, and name must be written on the envelope provided by the graduate school, and a stamp for express mail (362 yen) must also be attached on it.
- (7) Address Label for Notification: Applicant's address and name must be written on the form provided by the graduate school.
- (8) Three copies of the applicant's master's thesis or an equivalent essay, and three copies of the research report.
- If the applicant's master's thesis is not related to economics or business administration, or if the applicant obtained a master's degree or a professional degree without writing a thesis, then the applicant must prepare an essay equivalent to a master's thesis on a theme related to economics or business administration.
  - The research report (Length: 1,600 Japanese characters or 800 English words) should clarify the following four items:
    - The purpose of the submitted thesis
    - An overview of the thesis contents
    - A comparison with other related research
    - Remaining issues with the thesis
- (9) Academic Transcript: Transcript issued and sealed by the university (undergraduate school) most recently attended.
- (10) Academic Transcript: Sealed transcript of the applicant's doctoral program (first two-year program) or master's program.
- (11) Certificate of Master's Degree Completion (Expected Completion)
- (12) Documents which prove English proficiency:

The results notification of one of the following proficiency tests must be submitted: TOEFL-iBT, TOEIC, or IELTS. The results notification shall be valid only when the examination date is after December 20, 2015.

Please be aware of the following matters when submitting.

[TOEFL-iBT]

Applicants must submit both (i) and (ii) below.

(i) Official Score Report:

Applicants must complete the designated procedures in order that the graduate school can receive the score from ETS (in the USA) by the last day of the application period. The school code for our graduate school is "1614".

(ii) Test Taker Score Report (copy) or Examinee Score Report (copy):

Applicants must submit it together with other application documents when applying.

[TOEIC]

Official Score Certificate (original):

Applicants must submit it together with other application documents when applying. TOEIC-IP test shall not be accepted.

[IELTS]

Test Report Form (original) for the IELTS (Academic Module) test:

Applicants must submit it together with other application documents. IELTS (General Training Module) test shall not be accepted.

Persons whose mother tongue is English must contact the admissions staff at the Graduate School of Economics prior to application.

## 5. Application Procedures

- (1) Applicants must send the application documents stated in the above paragraphs together with an examination fee of 30,000 yen to the Graduate School of Economics by mail. The examination fee must be paid in the form of a standard postal money order of 30,000 yen, made at a post office, with the recipient and other columns left blank. However, applicants who are continuing their studies at the Nagoya University Graduate School of Economics after having completed the Doctoral Program first half (Master's Program) need not pay the examination fee.
- (2) Application documents must be enclosed in the envelope with the attached address label provided by the Graduate School of Economics, and then sent by registered mail to the Graduate School of Economics, arriving no later than 4 p.m. on January 11, 2018 (Thu).
- (3) Persons who are scheduled to complete the Master's program at the Graduate School of Economics do not need to submit the documents specified in preceding paragraphs (8) to (11).
- (4) No changes may be made to application documents once the application procedures have been completed. Furthermore, the examination fee may not be refunded.

## 6. Selection Process, Date and Location

### (1) Foreign Language Examinations

Submitted documents which prove English proficiency will be used for screening.

Examination results will be posted at the entrance of the School/Graduate School of Economics on February 7th (Wed) at 6 p.m. (scheduled), and from February 8th (Thu) will also be made available on the School/Graduate School of Economics website. The results will also be sent individually to examinees at this time. However, if your results have not arrived by February 13th (Tue), please contact the Nagoya University Graduate School of Economics Admissions Staff during the morning hours of February 14th (Wed) (TEL: 052-789-2357)

### (2) Oral Examination (For those instructed to take the exam when the results of the foreign language examination are announced)

February 20th (Tue) from 1 p.m. at the Graduate School of Economics.

(Meeting Time: 12:30 p.m.)

Examinees will not be able to take the exam if they arrive late by more than 30 minutes from the meeting time.

During the oral exam, examinees will be questioned on their broader academic knowledge based on the master's thesis or equivalent essay submitted. In addition, if proficiency in a foreign language is necessary for the examinee's research, this proficiency will be confirmed.

## 7. Notification of Selection Results

(1) Date and Time: February 21st (Wed) at 6 p.m. (scheduled)

(2) Place: At the entrance to the School/Graduate School of Economics

(3) Notification: The results will be posted at the above place, and from February 22nd (Thu) will also be made available on the School/Graduate website. The results will also be sent individually to examinees at this time

## 8. Student Payments (Entrance Fee, Tuition, etc.)

Enrollment Fee: 282,000 yen (Estimated Amount)

Tuition for First Semester: 267,900 yen (Annual Amount: 535,800 yen) (Estimated Amount)

In addition, should any changes be made to Student Payment amounts upon or during enrollment, the new payment amounts will apply from the date on which the changes are made.

## 9. Handling of Personal Information

- (1) Personal Information shall be handled appropriately in accordance with the “Act on the Protection of Personal Information Held by Independent Administrative Agencies, etc.” and the “Nagoya University Rules on the Protection of Personal Information”.
- (2) Personal Information obtained during the application process such as the applicant's name, address, date of birth, etc. shall be used only for the purposes of admissions selection, notification of results, and entrance procedure related affairs.
- (3) Personal information obtained during the application process and admission evaluation results of admissions selection will be used to improve future selection procedures. Furthermore, the personal details of applicants admitted to Nagoya University will be used for: i) academic affairs (student registration, academic advising, etc.); ii) student support services (health care, career services, tuition exemption, scholarship applications, etc.); and iii) tuition fee payment.

## 10. Applicants with Special Needs

Applicants with disabilities or other special needs who require special accommodations at the exam location must notify the admissions staff at the Graduate School of Economics of their needs, with the following documents (1)-(3), by December 8, 2017 (Fri)

- (1) Exam Accommodations Request Form (Describe the disability, the specific accommodations desired, and the reasons said accommodations are requested; free format, Size A4)
- (2) Medical Certificate issued by a medical doctor describing the status of the disability, Disability Certificate, etc. (Copies allowed)
- (3) Supplementary statements from 3rd parties who are familiar with the status of the disability of the applicant (Observations or opinions from specialists or relevant personnel at the applicant's alma mater, etc.)

Furthermore, applicants may submit additional documentation as appropriate.

If you would like to consult with us regarding the admissions process or your studies after your enrollment, please inquire with us before the application deadline.

## 11. Other

- (1) For other, more detailed information, please contact the admissions staff of the graduate school. If you contact by mail, include a self-addressed stamped envelope.
- (2) Notifications regarding enrollment procedures will be sent to successful candidates after decisions have been made. (Enrollment procedures: Tuesday, March 27, 2018 (Scheduled))