

ENROLLMENT REGISTRATION APRIL 2025

GRADUATE SCHOOL OF AGRICULTURAL SCIENCE

Successful applicants who have passed the entrance examination for the Doctoral course of Graduate School of Agricultural Science, Tohoku University, must complete the enrollment registration mentioned as below.

1 Enrollment Registration

(1)*Mail or drop off at the box by the Graduate Student Affairs Section, Graduate School of Agricultural Science, Tohoku University

Deadline: By 16:00, on Friday, March 14, 2025. *If you send by mail, it must arrive no later than March 14.

Office: Graduate Student Affairs Section, Graduate School of Agricultural Science,
Tohoku University.

Postal Address: 468-1, Aramaki-aza-Aoba, Aoba-ku, Sendai, Miyagi, 980-8572, Japan.

NOTE: Those who fail to complete the registration by deadline above are regarded as having no intention to enroll to the Graduate School of Agricultural Science.

★ Only those who are currently residing abroad are allowed to submit documents by e-mail (as PDF attachments) by the deadline, but the original documents must be brought when entering Japan and submitted to the Graduate Student Affairs Section, Graduate School of Agricultural Science after arrival. The required documents by e-mail are described later.

2 Enclosed materials and materials posted on our website

The following materials is for the enrollment registration. Some materials are sent by mail and other materials are posted on “大学院入学手続き書類 The application for enrollment procedures “ in our website. Regarding the materials posted on our website, please be sure to visit our website, download the file and submit them.

★The application for enrollment procedures” :

<https://www.agri.tohoku.ac.jp/jp/education/admission/adp/>

(You can visit the page by QR code.)



	Material name	Enclosed/ Posted on our website	Note
①	Written Oath	Posted on our website	
②	Guideline about the bank transfer of the tuition fee for the year 2025.	Posted on our website	The bank transfer starts from the payment of the tuition fee for the 1st semester of the year 2025.
③	Guideline about the application for the tuition fee waiver of the 1st semester of the year 2025, and about the distribution of application forms for the tuition fee waiver.	Posted on our website	
④	Financial Assistance in the Wake of Large Disasters	Posted on our website	
⑤	Confirmation Form of Admission Fee Payment Status	Posted on our website	
⑥	Guideline about Personal Accident Insurance for Students Pursuing Education and Research (PAS) and Liability Insurance coupled with PAS and its payment slip.	Enclosed	Material regarding the premium etc. is posted on the website.
⑦	Guideline about Comprehensive Insurance for Students Lives Coupled with PAS and its payment slip.	Enclosed	Only for international students
⑧	Guide for the Tohoku University Fund etc.	Enclosed	

⑨	Application form of long-term course of study	Posted on our website	
⑩	Pledge on technical intelligence (Only international students)	Posted on our website	

3 Documents to be submitted at the time of enrollment registration

	Documents to be submitted	Notes
①	Written Oath	Please fill out the designated form.
②	Copy of the completion email of Bank Transfer Request (MEXT Scholarship students do not need to apply and submit)	<ul style="list-style-type: none"> • Please apply on the website of Tohoku University by <u>March 13</u>. https://srv4.asp-bridge.net/tohoku/top/ • Please submit the printed copy of the completion email. • All students are required to apply for the Bank Transfer Request, irrespective of whether you apply for tuition fee waiver or not. • Students who graduate the Graduate School (master's program) of Tohoku University in March 2025 and will enroll in the Graduate School of Agricultural Science (doctoral program) in this October must apply for this.

③	<p>Confirmation Form of Admission Fee Payment Status (MEXT Scholarship students do not need to submit this form)</p>	<ul style="list-style-type: none"> • Please pay Admission Fee (282,000yen) in the following way. <ol style="list-style-type: none"> 1. Pay at the bank counter 2. Pay by using ATM or Internet Banking • Please make sure that your admission fee of ¥282,000 is transferred to Tohoku University's designated bank account by Thursday, March 13, 2025. As condition on bank transfer may differ, please make an inquiry at your bank beforehand to complete your payment on time. In the case that not being identified due to input error or leakage, of insufficient amount, and of not confirming transfer on Thursday, March 13, 2025, we regard the admission fee not being paid. • Please submit Confirmation Form of Admission Fee Payment Status with pasting "Certificate of Bank Transfer Acceptance (銀行振込受付証明書)", "ATM receipt (ATM 利用明細)", "Completion Web Page of Internet Banking" after paying. • Students who apply for the admission fee waiver and the deferment of payment are not required to pay the admission fee at this time of the enrollment registration. • <u>If you live abroad, please contact the Graduate Student Affairs Section, Graduate School of Agricultural Science for information on payment by credit card.</u>
④	<p>Payment slip and receipt of Personal Accident Insurance for Students Pursuing Education and Research (PAS) and Liability Insurance coupled with PAS</p>	<p>Please buy the insurance at postal office by the day of the registration and send us the copy of 「振替払込請求書兼受領証」 (receipt) (A4 sheet). <u>As a precaution, all students at Tohoku University are required to enroll in this insurance.</u></p> <p>Japanese students are required to buy both Personal Accident Insurance for Students Pursuing Education and Research (PAS) and Liability Insurance coupled with PAS, while international students are required to buy only Personal Accident Insurance for Students Pursuing Education and Research (PAS).</p>

⑤	Payment slip and receipt of Comprehensive Insurance for Students Lives Coupled with PAS (ONLY for international students)	Please buy the insurance at postal office by the day of the registration and send us the copy of 「振替払込請求書兼受領証」 (receipt) (A4 sheet). <u>In principle, all international students at Tohoku University are required to enroll in this insurance.</u>
⑥	Certificate of Graduation (Must be original)	Students who graduated from the Graduate School of Agricultural Science, Tohoku University are not required to submit a certificate of graduation.
⑦	Academic Transcript (Must be original)	Academic transcript on two years of master's program. Students who graduated from the Graduate School of Agricultural Science, Tohoku University are not required to submit an academic transcript.
⑧	Application form of long-term course of study ※Only for those who want to.	Those who want to apply for this, please be sure to visit our website and download the specified form. Then, please complete the form with your expected supervisor.
⑩	Pledge on technical intelligence (ONLY for international students)	Only international students must submit this pledge.
⑪	Copy of Residence Card (ZAIRYU Card) (double-side printing) (ONLY for international students)	Only international students must submit a residence certificate. If you cannot prepare the certificate by the day of registration due to delay of immigration procedures or for some reasons, please submit the certificate to the Student Affairs Section as soon as issued.

※ Student ID Number will be announced on the website of Graduate School of Agricultural Science and on a bulletin board placed on the first floor of Multidisciplinary Research Laboratory building on Friday, March 7, 2025. Please make a contact with the Graduate Student Affairs Section if you cannot access to the website or visit the building for some reasons.

※ If the fee amounts are revised during the Doctoral program, the new fees will apply from the time of the revision.

4 Required Documents for those currently residing abroad.

Regarding **3 Documents to be submitted at the time of enrollment registration**, only those currently residing abroad are eligible to submit the following required documents by e-mail (as PDF attachments). The deadline is Friday, March 14, 2025. The original documents must be brought when entering Japan and submitted to the Graduate Student Affairs Section, Graduate School of Agricultural Science after arrival. All documents not listed below should be prepared and submitted after your arrival in Japan.

- ① Written Oath
※Please fill in the form by handwriting.
- ③ Payment of the Admission Fee
※MEXT Scholarship students do not need to submit this form.
※Students who apply for the admission fee waiver and the deferment of payment are not required to pay the admission fee at this time of the enrollment registration.
- ③ Confirmation Form of Admission Fee Payment Status
※MEXT Scholarship students do not need to submit this form.
- ⑩ Pledge on technical intelligence
※Please fill in the form by handwriting.

5 Admission fee and

- (1) Admission Fee : 282, 000 yen ※MEXT Scholarship student do not need to pay admission fee.

- ① Please pay Admission Fee (282,000yen) in the following way. We do not accept by cash.

1. Pay at the bank counter

Please pay at the bank counter.

2. Pay by using ATM or Internet Banking

Please transfer to the following bank. Please fill Admission Number and the name of successful examinees in Katakana (Japanese) in the column of Sender.

Bank name: MUFG Bank

Branch name/number : Wakatake Branch / 809

Account number: 2259270

Name of Account holder: 国立大学法人東北大学 ダイ) トウホクダイガク

3. If you live abroad, please contact the Graduate Student Affairs Section, Graduate School of Agricultural Science for information on payment by credit card.

- ② Date of transfer and transfer limit per day depend on the bank, so please be sure to transfer the admission fee ¥282,000 to Tohoku University bank account on Thursday, March 13, 2025 after checking with your bank. In the case that not being identified due to input error or leakage, of insufficient amount, and of not confirming transfer on Thursday, March 13, 2025, we regard the admission fee not being paid.
- ③ Please refer to the section 5 “Admission fee/tuition fee waiver, deferment and monthly installment,” if you apply for the admission fee waiver system or the deferment of payment system.

- (2) Tuition Fee: JPY 267,900 for 1st semester. JPY 535,800 for one year.

※MEXT Scholarship students do not need to pay tuition fee.

The tuition fee will be paid by automatic withdrawal from your bank account or from an account of a person who gives you financial support. In order to resister your bank account for the

withdrawal, all students are required to apply for the bank transfer request, regardless of whether you apply for the tuition fee waiver or not.

Please apply on the website of Tohoku University by **March 13, 2025**

<https://srv4.asp-bridge.net/tohoku/top/>

Please submit the copy of the completion Web Page.

You do not need to pay the tuition fee at the time of enrollment registration since the tuition fee for the 1st semester will be deducted from the registered bank account. The tuition fee for the 2nd semester will be also deducted from the account.

Students mentioned below are also required to apply for the bank transfer request form

- 1) Those who enroll to the Graduate School of Agricultural Science from faculties of Tohoku University
- 2) Those who enroll to the Doctor Course from Master Courses of Tohoku University

6 Admission fee/tuition fee waiver, deferment and monthly installment

【Admission fee waiver and deferment system】 and 【Tuition fee waiver, deferment and monthly installment system】

Students who want to apply for the 【Admission fee waiver and deferment system】 and 【Tuition fee waiver, deferment and monthly installment system】 must visit the website below. After completing the application documents, please be sure to apply by deadline.

If there are something unclear about this, please contact the Financial Support Section, Student Services Division, Education and Student Support Department on Kawauchi Kita campus by email or calling.

<http://www2.he.tohoku.ac.jp/menjo/>

NOTE: Students who apply for the admission fee waiver/ deferment of payment must not pay the admission fee at the time of enrollment registration. The payment is deferred until the result of the application comes out.

NOTE: As for students who apply for the tuition fee waiver/ deferment of payment, the payment is deferred until the result of the application comes out.

Contact concerning admission fee/tuition fee waiver, deferment and monthly installment

Financial Support Section, Student Services Division (Open 8:30 - 17:00 / Mon. - Fri.)
Place: Window [4] on the 1st floor of the Education and Student Support Center,
Kawauchi-Kita Campus 41 Kawauchi, Aoba-ku, Sendai 980-8576
Tel: +81-22-795-7816 /4682 (from 8:30 to 17:00 / Mon. - Fri.)

7 Other payments

《For International Students》

Personal Accident Insurance for Students Pursuing Education and Research (PAS) is 2,600 yen for two years. Comprehensive Insurance for Students Lives Coupled with PAS for International Students is 28,780 yen for two years. The total amount for these insurances is 31,380 yen.

*Please note that the amount of 20,130 yen for Comprehensive Insurance for Students Lives Coupled with PAS for International Students is for the B type, and is different from the amount for the A type.

Personal Accident Insurance for Students Pursuing Education and Research (PAS) covers medical costs of injuries and liability for damages of accidents during class, school events and commute to and from school. Comprehensive Insurance for Students Lives Coupled with PAS for International Students covers medical costs and liability for damages of accidents, etc. during your study in Japan. **In principle, all international students at Tohoku University are required to enroll in this insurance.** Please to go a postal office to buy this insurance using a payment slip enclosed in the envelope, and send us the copy of 「振替払込請求書兼受領証」 (receipt) at the time of enrollment registration.

(3) The Suisaikai(農学部翠生会)

The Suisaikai is an organization that aims to promote friendship among the staff and students of the Faculty of Agriculture, and to promote mutual cultural and athletic development, and to improve the quality of life of its members. The details of the membership fee will be announced after admission.

(4) Tohoku University Fund, Tohoku University Alumni Association, Tohoku University Shuyukai

Please refer to the attached information. Membership is optional. Please submit the confirmation of payment form to the Educational Records and Programs Section of the Graduate School of Agricultural Science.

8. Long-term course system.

Students who wish to apply for the Long-term Course System must apply at this time. No further applications will be accepted after enrollment.

The Graduate School of Agricultural Science has introduced a long-term course system for students who are unable to devote themselves to their studies due to work or family obligations.

Those who are eligible for this system are those who fall into one of the following categories and are recognized as having difficulty completing the program within the standard three-year period of study.

(1) Those who have a job (full-time employees of a company, etc. or those who run their own business)

(2) Those who need to give birth, raise children, or take care of family members.

(3) Other reasons for applying are approved by the Graduate School of Agricultural Science

To apply for this system, please consult with your expected supervisor, prepare a course plan, and submit the Application for Long-Term Course system (Attachment Form 1) with your expected supervisor's opinion at the time of admission procedures. The Graduate School will review the application and decide whether it is acceptable or not.

The period of study cannot exceed 6 years, but a request for shortening of the approved period of study may be made.

The total amount of tuition payment is the same as that for students who have completed the

standard years of study.

9. Entrance Ceremony

Date and Time: From 10:00 a.m. to 11:20 Thursday, April 3, 2025.

※Up to 1 family member per enrolled student can attend.

Venue: Kamei Arena Sendai

(1-4-1 Tomizawa, Taihaku-ku, Sendai City)

Note: Please be sure to read “Information for those attending the Entrance Ceremony” posted on the “大学院入学手続き書類 The application for enrollment procedures” in our website before attending the ceremony.

10. Orientation for students newly enrolling to the Graduate School of Agricultural Science

Date and Time: From 13:00 pm, Monday, April 7, 2025

Place: Large Lecture Hall 2F, Aobayama Commons on Aobayama shin campus

We are going to use the Google Site in the orientation for the newcomers for posting materials for explanation. So we recommend you to bring your own notebook PC.

Special lecture on safety education will be held at the lecture hall from 15:00 pm to 16:30 pm on the same day, Monday, April 7. This lecture is for newly enrollment students from other universities and from other faculties/graduate schools of Tohoku University.

Contact: Graduate Student Affairs Section, Student Affairs Office, Graduate School of Agricultural Science, Tohoku University.

Postal Address: 468-1, Aramaki-aza-Aoba, Aoba-ku, Sendai, Miyagi, 980-8572, Japan

TEL: 022-757-4007

E-mail: agr-kyom@grp.tohoku.ac.jp