

**Chiba University Graduate School of Science and Engineering**  
**2019 Application Guidelines for International Students Sponsored by the Chinese**  
**Government under the Chinese Government Graduate Student Overseas Study Program**

(国家建设高水平大学公派研究生项目)

Subject to terms and conditions as provided below, Chiba University Graduate School of Science and Engineering accepts international students whom the Chinese government sponsors through the Chinese Government Graduate Student Overseas Study Program operated by the China Scholarship Council (CGOP).

Before applying, the applicant must confirm his/her research plan and admission conditions with his/her prospective academic supervisor prior to application and obtain the supervisor's approval for application.

**1. Programs and divisions offered**

① Doctoral students

<i>Division</i>	<i>Department</i>	<i>Student intake</i>
Mathematics and Informatics	Applied and Cognitive Informatics	A few
Earth and Environmental Sciences	Environmental Remote Sensing	A few
	Urban Environment Systems	A few
Advanced Sciences and Engineering	Materials Science	A few
Creative Engineering	Imaging Sciences	A few
	Design	A few
Fundamental Engineering	Mechanical Engineering	A few
	Electrical and Electronic Engineering	A few

② Special research students

<i>Division</i>	<i>Department</i>	<i>Student intake</i>
Mathematics and Informatics	Applied and Cognitive Informatics	A few
Earth and Environmental Sciences	Environmental Remote Sensing	A few
	Urban Environment Systems	A few
Advanced Sciences and Engineering	Materials Science	A few
Creative Engineering	Imaging Sciences	A few
	Design	A few
Fundamental Engineering	Mechanical Engineering	A few
	Electrical and Electronic Engineering	A few

## 2. Admission semester

October 2019

## 3. Who can apply

### (1) Doctoral students

Students who wish to enter Chiba University's 3-year doctoral program for the purpose of obtaining a doctoral degree

### (2) Special research students

Students who intend to obtain a doctoral degree from their home university after conducting research at Chiba University

The period of study is 6 months to 1 year. The initial period of study may be extended up to 2 years if authorized by Chiba University.

## 4. Eligibility

Students from universities that have an inter-university or inter-departmental academic exchange agreement with Chiba University are eligible.

Note: Students who wish to apply to the Graduate School of Science and Engineering must confirm whether their university has an academic exchange agreement with the above school. Please contact the Graduate Student Affairs at the Administration Office for Faculty of Engineering about it.

## 5. Application requirements and conditions

### (1) Doctoral students

**The applicant must satisfy all four of the following conditions:**

- ① The applicant must be enrolled in and recommended by a university that has an inter-university or inter-departmental academic exchange agreement with Chiba University and must be a candidate to receive a scholarship as a CGOP student;
- ② The applicant must be expected to complete a master's program by September 2019, or is in the first year of a doctoral program at the time of application;
- ③ The applicant must have language proficiency deemed sufficient to receive education and research guidance at Chiba University;
- ④ The applicant must confirm his/her research plan and admission conditions with his/her prospective academic supervisor prior to application and obtain the supervisor's approval.

### (2) Special research students

**The applicant must satisfy all four of the following conditions:**

- ① The applicant must be enrolled in and recommended by a university that has an inter-university or inter-departmental academic exchange agreement with Chiba University and must be a candidate to receive a scholarship as a CGOP student;
- ② The applicant must be enrolled in a doctoral course at the time of application;
- ③ The applicant must have language proficiency deemed sufficient to receive education and research guidance at Chiba University;
- ④ The applicant must confirm his/her research plan and admission conditions with his/her prospective academic supervisor prior to application and obtain the supervisor's approval.

## 6. Application documents

### (1) Doctoral students

\*For ① through ③ and ⑨, download and use forms prescribed by Graduate School of Science and Engineering from the website.

- ① Application Form A1-a and A1-b, and Admission Ticket for Examination and Photo ID Ticket A2 with an ID photo attached
- ② Curriculum vitae F
- ③ Research proposal F
- ④ A certificate issued by the candidate's home university which proves that the applicant is a candidate for the CGOP
- ⑤ A letter of recommendation from the candidate's home university signed by the president of the university or the dean of the candidate's graduate school
- ⑥ Academic transcripts of both of undergraduate courses and the master's program

- ⑦ Certificate of master's degree or a official letter that states the expected date of completion of the candidate's master's degree
- ⑧ Copy of passport (name page)
- ⑨ Other documents required by the graduate school
  - \_Report on Research Activities ☐ (maximum 1000 words)
  - \_List of Research Achievements ☐

Note: Contact the Graduate Student Affairs at the Administration Office for Faculty of Engineering if there is any document that you are unable to submit at the time of application.

(2) Special research students

\* For ① and ③, inquiry the Graduate Student Affairs at the Administration Office for Faculty of Engineering for the forms.

\* For ②, download and use the form prescribed by Graduate School of Science and Engineering from the website.

- ① Application Form
- ② Curriculum vitae ☐
- ③ Research proposal
- ④ A certificate issued by the candidate's home university which proves that the applicant is a candidate for the CGOP
- ⑤ A letter of recommendation from the candidate's home university signed by the president of the university or the dean of the candidate's graduate school
- ⑥ Certificate of student status
- ⑦ A photocopy of passport

## 7. Time and method of application

- ① Deadline of application  
Tuesday, January 8 - Wednesday, January 9, 2019, 5:00 p.m. (without fail)  
Applications must reach us by the above deadline.
- ② Method of application

Application documents mentioned in Section 6 should be sent to the Graduate Student Affairs at the Administration Office for Faculty of Engineering using a postal service such as EMS or other delivery means that provides tracking service. If applicants apply directly from out of Japan, first contact the Graduate Student Affairs at the Administration Office for Faculty of Engineering and then submit applications. Incomplete papers might be rejected.

Send to: Graduate Student Affairs  
Administration Office for Faculty of Engineering  
Chiba University  
1-33 Yayoi-cho Inage-ku Chiba-shi Chiba 263-8522 Japan  
Phone: 043-290-3885  
From overseas +81-43-290-3885

## 8. First selection

Graduate School of Science and Engineering will assess applications according to its own selection criteria. The result of the first selection will be notified to the applicant by post in early March 2019 and a Letter of Conditional Acceptance and a Certificate of Tuition Exemption will be issued to successful applicants. However, the admission will be cancelled if the applicant is not granted a CGOP scholarship.

## 9. Final selection

Applicants who have passed the first selection should promptly inform the Graduate Student Affairs at the Administration Office for Faculty of Engineering after they are qualified as CGOP scholarship students and submit their scholarship certificates (国家留学基金資助出国留学資格証書). Upon receiving the above mentioned certificate, the graduate school will make its final decision on whether to accept the applicant. A Letter of Acceptance will be issued to the applicants who have successfully passed the final selection.

## 10. Admission procedures

Documents required for admission procedures (including the Certificate of Eligibility, an immigration document required to obtain College student visa) will be sent to successful applicants, who then must carry

out the procedures by the date designated as below;  
Thursday, September 12 - Friday, September 13, 2019

#### **11. Tuition and other fees**

Successful applicants will be exempt from examination, admission, and tuition fees.

Note that the exemption period will be limited to three years of the standard period required to complete the doctoral program.

#### **12. Essential considerations**

- ① All applicants should contact the Graduate Student Affairs at the Administration Office for Faculty of Engineering before applying.
- ② Incomplete applications may not be accepted.
- ③ Application documents will not be returned and may not be replaced or modified once submitted.
- ④ The admission may be cancelled even if admission procedures were already completed, when it found that the application documents contain false or incomplete information, or lack of the required papers.
- ⑤ Personal information collected in the applicant selection process may be used for such activities as managerial and administrative activities, academic guidance activities, and activities related to research and study of applicant selection methods, in addition to screening purposes.

#### **13. Contact information**

Graduate Student Affairs

Administration Office for Faculty of Engineering

Chiba University

Address: 1-33 Yayoi-cho, Inage-ku, Chiba City, Chiba 263-8522 Japan

Telephone: +81-43-290-3885

Email: [kougaku-daigakuin@office.chiba-u.jp](mailto:kougaku-daigakuin@office.chiba-u.jp)

Website: <http://www.se.chiba-u.jp/en/admission/schedule/engineering.html>