Academic Year 2021

Chiba Institute of Technology
Graduate School

Spring Enrollment: August/March Examination

Application Guidelines

Graduate School of Engineering

●

Graduate School of Creative Engineering

●

Graduate School of Advanced Engineering

●

Graduate School of Information and Computer Science

●

Graduate School of Social Systems Science

【Master’s Program】

●

【Doctoral Program】
The Chiba Institute of Technology’s Founding Spirit

Contributing to the World Culture with Technology

Purpose of Our Graduate Schools

Building on the foundations of undergraduate training, CIT’s graduate schools have the goal of contributing to civilization’s advancement through mastery of the most profound aspects of engineering, providing instruction and conducting research pertaining to both theory and practical applications.

Chiba Institute of Technology Graduate School Admissions Policy

The Types of Students CIT’s Graduate Schools Seek

We seek students who:

- Understand CIT’s philosophy and the basic educational philosophies that define the graduate schools’ educational goals
- Possess the strong motivation to contribute to increasingly sophisticated fields of science and technology
- Seek to acquire their own sets of sophisticated specialized and interdisciplinary expertise and skills
- Are highly eager to apply all the above in original and creative ways

That is to say, we look for students who have the capacity to grow into sophisticated, specialized technicians and researchers equipped with practical dynamism and creativity based on advanced, specialized expertise.

Note: Please refer to the CIT website for the admissions policies of each respective graduate school and academic major.

Note: About the accelerated program Individuals whose achievements in a master’s or doctoral program are particularly outstanding can shorten their enrollment periods and complete their program early. To do so, they must meet both the completion requirements and the research achievement evaluation standards, degree application standards, etc. set by each program. Please check with your academic adviser, etc., since the research achievement evaluation standards and degree application standards differ depending on the program.
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[Form 2] Confirmation Form from the Prospective Academic Advisor

[Form 3] Research Plan (cover sheet)

[Form 4] International Student Confirmation Form

[Form 5] Application Qualification Review Request Form
# Master’s Program Application Guidelines

## 1 Master’s Programs and Admission Capacities

<table>
<thead>
<tr>
<th>Graduate School of Engineering</th>
<th>Graduate School of Advanced Engineering</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mechanical Engineering</td>
<td>Advanced Robotics</td>
</tr>
<tr>
<td>Innovative Mechanical and Electronic Engineering</td>
<td>Life Science</td>
</tr>
<tr>
<td>Advanced Materials Science and Engineering</td>
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</tr>
<tr>
<td>Electrical and Electronic Engineering</td>
<td></td>
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<tr>
<td>Information and Communication Systems Engineering</td>
<td></td>
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<tr>
<td>Applied Chemistry</td>
<td></td>
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<tr>
<th>Graduate School of Creative Engineering</th>
<th>Graduate School of Social Systems Science</th>
</tr>
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<tbody>
<tr>
<td>Architecture</td>
<td>Management Science</td>
</tr>
<tr>
<td>Civil and Environmental Engineering</td>
<td></td>
</tr>
<tr>
<td>Design</td>
<td></td>
</tr>
</tbody>
</table>

## 2 Application Qualifications (applicants must meet one of the following criteria):

1) Individuals who have graduated from a university or expect to graduate from a university by March 31, 2021.
2) Individuals who have been awarded or expect to be awarded an undergraduate degree by March 31, 2021, pursuant to the stipulations of the School Education Act, Article 104, Clause 4.
3) Individuals who have completed or expect to complete 16 years of school education in a foreign country by March 31, 2021.
4) Individuals who have completed or expect to complete 16 years of school education by taking correspondence courses offered by a foreign school in Japan, by March 31, 2021.
5) Individuals who have completed a program recognized by the Ministry of Education, Culture, Sports, Science and Technology (MEXT) at an educational institution in Japan that is affiliated with the education system of a foreign country, and that has a university program in that foreign country (only if those who complete the program are treated as having completed 16 years of school education in that foreign country), or who expect to complete such a program by March 31, 2021.
6) Individuals who have completed a specialized program at a specialized training college (only those with a standard term of four years or longer, and that meet other standards established by MEXT) recognized by MEXT on or after the date determined by MEXT, or who expect to complete such a program by March 31, 2021.
7) Individuals recognized by MEXT.
8) Individuals who have been enrolled in a university for three or more years as of March 31, 2021, and who have been deemed by this Graduate School to have earned a prescribed number of credits and excellent grades.
9) Individuals who were enrolled in another graduate school pursuant to the stipulations of the School Education Act, Article 102, Clause 2, and who have been deemed to have academic ability suitable for receiving a graduate school education at this Graduate School.
10) Individuals who are recognized by this Graduate School as possessing academic skills equivalent to or greater than those of a university graduate based on an individual application qualification review, and who will be 22 years of age or older by March 31, 2021.

Note: Individuals applying based on criteria 8–10 will be required to undergo a preliminary qualification review, and should contact the Admissions Office for more information before applying. (See p. 40 for information on the preliminary qualification review.)
## Master’s Program

### 3 Admission Examination Schedule

<table>
<thead>
<tr>
<th>Type of Examination</th>
<th>Academic Major</th>
<th>Application Submission Period</th>
<th>Date of Examination</th>
<th>Date of Notification of Acceptance</th>
<th>Enrollment Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring Enrollment: August Examination</td>
<td>Recommendation-Based Admissions Examination</td>
<td>Mechanical Engineering, Innovative Mechanical and Electronic Engineering, Advanced Materials Science and Engineering, Electrical and Electronic Engineering, Information and Communication Systems Engineering, Applied Chemistry, Architecture, Civil and Environmental Engineering, Design, Advanced Robotics, Life Science, Advanced Media, Information and Computer Science, Management Science</td>
<td>August 3 (Mon.) to August 18 (Tue.) (must be received by this date)</td>
<td>August 27 (Thu.) or 28 (Fri.)</td>
<td>December 14 (Mon.) (All documents must be received, or at least postmarked, by this date.)</td>
</tr>
<tr>
<td>Spring Enrollment: March Examination</td>
<td>Recommendation-Based Admissions Examination</td>
<td>Mechanical Engineering, Innovative Mechanical and Electronic Engineering, Advanced Materials Science and Engineering, Electrical and Electronic Engineering, Information and Communication Systems Engineering, Applied Chemistry, Architecture, Civil and Environmental Engineering, Design, Advanced Robotics, Life Science, Advanced Media, Information and Computer Science, Management Science</td>
<td>February 15 (Mon.) to February 26 (Fri.) (must be received by this date)</td>
<td>March 11 (Thu.)</td>
<td>March 15 (Mon.) (All documents must be received, or at least postmarked, by this date.)</td>
</tr>
</tbody>
</table>

**Notes:**

1. The date of the examination, the examination method, and the date the exam results are announced are subject to change depending on the COVID-19 pandemic situation. If changes are made, details will be posted on the CIT website.
2. All of the examinations will be held at the Chiba Institute of Technology’s Tsudanuma Campus.
Department of Mechanical Engineering
[Recommendation-Based Admissions Examination]

■ Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.

For CIT students:
August applications: Those who have a recommendation from a department head
March applications: In principle, CIT does not issue recommendations for CIT students

■ Application Documents

1) Application form: This form is printed after you have paid your application fee.
   Note: Applicants must upload an ID photo when registering your application information.
2) A letter of recommendation from a department head, etc. of a university that you currently attend or previously attended.
   (Or, alternatively, a letter of recommendation from an individual from the organization, institution, etc. you are affiliated with if you are already engaged in a profession.)
   Please use the university-approved form [Form 1] attached to the back of this booklet.
3) A confirmation form from the student’s prospective academic advisor: Please use the university-approved form [Form 2] attached to the back of this booklet.
   Note: Make sure to confirm with the prospective academic advisor before applying.
4) Transcripts for the highest level of education you have attained: one (1) original copy (As a rule, issued within the last three months.)
5) A certificate of graduation or certificate of expected graduation for the highest level of education you have attained or will attain: one (1) original copy (As a rule, issued within the last three months.)
   Note: CIT students can have items 4) and 5) issued at a convenience store using a certificate issuance service. Visit the CIT website for details.
6) Research plan: Please use the university-approved form [Form 3] attached to the back of this booklet as the front page.
   • On an A4-sized sheet of paper, summarize your post-enrollment ambitions, research topics and research plans, using no more than 500 English words (or 2,000 characters in Japanese).

<Documents submitted by foreign nationals only (excluding those with permanent residency in Japan)>
7) International student confirmation form: Please use the university-approved form [Form 4] attached to the back of this booklet.
   Please make sure to attach your 1) certificate of completion or certificate of expected completion, 2) academic transcript, and 3) certificate of attendance records from a Japanese-language school, etc.
   Note: Documents submitted in any language other than Japanese or English should be accompanied by a translation verified by a public institution (e.g., an embassy or consulate), a Japanese-language school, etc., and bearing the institution’s official seal, etc.
8) Copy of passport: Copies of pages showing the holder’s name, date of birth, photograph, issuing institution and expiration date (A4 size)
   Note: This is not required of international students already enrolled at this university.
9) Copy of applicant’s residence card (both front and back sides): This is only required of those who have been in Japan for three months or longer.
10) Ministry of Education (China)-issued Certificates of Qualification (教育部学籍在线验证报告)
   (Certificate obtained through CHSI: https://www.chsi.com.cn/)
   Note: This only applies to individuals who graduated from Chinese universities

■ Selection Method

Applicants will be comprehensively evaluated via the following methods:
   a) Document screening: Applicants will be screened based on the application documents they submitted.
   b) Oral assessment: Applicants will be interviewed and undergo an oral examination regarding their research plan.

■ Examination Details

<table>
<thead>
<tr>
<th>Examination Method</th>
<th>Oral assessment (interview and oral examination about the applicant’s research plan)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time</td>
<td>Individual interview: About 10 minutes</td>
</tr>
</tbody>
</table>
Master’s Program

Department of Mechanical Engineering
[General Admissions Examination]

■ Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4.

■ Application Documents

1) Application form: This form is printed after you have paid your application fee.
Note: Applicants must upload an ID photo when registering your application information.
2) A confirmation form from the student’s prospective academic advisor: Please use the university-approved form [Form 2] attached to the back of this booklet.
Note: Make sure to confirm with the prospective academic advisor before applying.
3) Transcripts for the highest level of education you have attained: one (1) original copy (As a rule, issued within the last three months.)
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Note: CIT students can have items 3) and 4) issued at a convenience store using a certificate issuance service.
Visit the CIT website for details.
5) Research plan: Please use the university-approved form [Form 3] attached to the back of this booklet as the front page.
6) TOEIC official score certificate, TOEIC IP score report, or TOEFL iBT official score report
Note: Copies of official certificates for tests administered in April 2018 or later are accepted.

<Documents submitted by foreign nationals only (excluding those with permanent residency in Japan)>
7) International student confirmation form: Please use the university-approved form [Form 4] attached to the back of this booklet.
Note: Only applicants with foreign nationality are required to submit this document.
Please make sure to attach your 1) certificate of completion or certificate of expected completion, 2) academic transcript, and 3) certificate of attendance records from a Japanese-language school, etc.
Note: Documents submitted in any language other than Japanese or English should be accompanied by a translation verified by a public institution (e.g., an embassy or consulate), a Japanese-language school, etc., and bearing the institution’s official seal, etc.
8) Copy of passport: Copies of pages showing the holder’s name, date of birth, photograph, issuing institution and expiration date (A4 size)
Note: This is not required of international students already enrolled at this university.
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■ Examination Details

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<tr>
<th>Oral Assessment (30 minutes)</th>
<th>Individual Interview</th>
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<tbody>
<tr>
<td>• Applicant’s specialized knowledge about his/her desired field</td>
<td>• Applicant’s motivation for applying</td>
</tr>
<tr>
<td>• Content of the applicant’s graduate research</td>
<td>• Summary of the applicant’s plans for research at the graduate school</td>
</tr>
</tbody>
</table>

Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.
**Department of Innovative Mechanical and Electronic Engineering**

[Recommendation-Based Admissions Examination]

### Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.

**For CIT students:**

- August applications: Those who have a recommendation from a department head
- March applications: In principle, CIT does not issue recommendations for CIT students

### Application Documents

1. **Application form:** This form is printed after you have paid your application fee.
   - Note: Applicants must upload an ID photo when registering your application information.

2. **A letter of recommendation from a department head, etc. of a university that you currently attend or previously attended.**
   - (Or, alternatively, a letter of recommendation from an individual from the organization, institution, etc. you are affiliated with if you are already engaged in a profession.)
   - Please use the university-approved form [Form 1] attached to the back of this booklet.

3. **A confirmation form from the student’s prospective academic advisor:** Please use the university-approved form [Form 2] attached to the back of this booklet.
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6. **Research plan:** Please use the university-approved form [Form 3] attached to the back of this booklet as the front page.
   - • On an A4-sized sheet of paper, summarize your post-enrollment ambitions, research topics and research plans, using no more than 500 English words (or 2,000 characters in Japanese).

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8. **Copy of passport:** Copies of pages showing the holder’s name, date of birth, photograph, issuing institution and expiration date (A4 size)
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9. **Copy of applicant’s residence card (both front and back sides):** This is only required of those who have been in Japan for three months or longer.

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</table>
**Department of Innovative Mechanical and Electronic Engineering**

[General Admissions Examination]

■ Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4.

■ Application Documents

1) Application form: This form is printed after you have paid your application fee.
   Note: Applicants must upload an ID photo when registering your application information.

2) A confirmation form from the student’s prospective academic advisor: Please use the university-approved form [Form 2] attached to the back of this booklet.
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5) Research plan: Please use the university-approved form [Form 3] attached to the back of this booklet as the front page.

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<th>Individual Interview</th>
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</thead>
<tbody>
<tr>
<td><strong>Oral Examination</strong></td>
<td><strong>Applicant’s motivations for applying</strong></td>
</tr>
<tr>
<td>• Applicant’s fundamental and specialized knowledge of the field of his/her desired graduate program preferred major</td>
<td>• Applicant’s post-program career plans</td>
</tr>
<tr>
<td></td>
<td>• Applicant’s research plan</td>
</tr>
</tbody>
</table>

Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.
Department of Advanced Materials Science and Engineering
[Recommendation-Based Admissions Examination]

Application Qualifications
Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.

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6) Research plan: Please use the university-approved form [Form 3] attached to the back of this booklet as the front page.
   • On an A4-sized sheet of paper, summarize your post-enrollment ambitions, research topics and research plans, using no more than 500 English words (or 2,000 characters in Japanese).

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</tbody>
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Department of Advanced Materials Science and Engineering  
[General Admissions Examination]

**Application Qualifications**
Applicants must meet one of the application qualifications listed on p. 4.

**Application Documents**
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   Note: Applicants must upload an ID photo when registering your application information.
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**Examination Details**

<table>
<thead>
<tr>
<th>Oral Assessment (30 minutes)</th>
<th>Individual Interview</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Oral Examination</strong></td>
<td><strong>Research Plan</strong></td>
</tr>
<tr>
<td>Specialized Subjects</td>
<td>* Summary of the applicant’s research plan</td>
</tr>
<tr>
<td>* Applicant’s specialized knowledge of his/her desired field</td>
<td></td>
</tr>
<tr>
<td>* Theme of his/her graduation research</td>
<td></td>
</tr>
<tr>
<td>Individual Interview</td>
<td>* Applicant’s motivation for applying</td>
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<tr>
<td>* Applicant’s post-graduation aspirations</td>
<td></td>
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Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.
Department of Electrical and Electronic Engineering
[Recommendation-Based Admissions Examination]

Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.

Note: In principle, CIT does not issue recommendations for CIT students.

Application Documents

1) Application form: This form is printed after you have paid your application fee.
   Note: Applicants must upload an ID photo when registering your application information.

2) A letter of recommendation from a department head, etc. of a university that you currently attend or previously attended.
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   Please use the university-approved form [Form 1] attached to the back of this booklet.

3) A confirmation form from the student’s prospective academic advisor: Please use the university-approved form [Form 2] attached to the back of this booklet.
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   Visit the CIT website for details.

6) Research plan: Please use the university-approved form [Form 3] attached to the back of this booklet as the front page.
   • On an A4-sized sheet of paper, summarize your post-enrollment ambitions, research topics and research plans, using no more than 500 English words (or 2,000 characters in Japanese).

<Documents submitted by foreign nationals only (excluding those with permanent residency in Japan)>

7) International student confirmation form: Please use the university-approved form [Form 4] attached to the back of this booklet.
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8) Copy of passport: Copies of pages showing the holder’s name, date of birth, photograph, issuing institution and expiration date (A4 size)
   Note: This is not required of international students already enrolled at this university.

9) Copy of applicant’s residence card (both front and back sides): This is only required of those who have been in Japan for three months or longer.

10) Ministry of Education (China)-issued Certificates of Qualification (教育部学籍在线验证报告)
   (Certificate obtained through CHSI: https://www.chsi.com.cn/)
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Selection Method

Applicants will be comprehensively evaluated via the following methods:

a) Document screening: Applicants will be screened based on the application documents they submitted.

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Examination Details

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Department of Electrical and Electronic Engineering
[General Admissions Examination]

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Application Documents
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<tr>
<td>• Summary of the applicant’s graduate research</td>
<td></td>
</tr>
<tr>
<td>• Applicant’s fundamental knowledge of the subjects related to his/her graduate research and covered in the specialized courses the Department of Electrical and Electronic Engineering offers</td>
<td></td>
</tr>
<tr>
<td>• Applicant’s motivations for applying</td>
<td></td>
</tr>
<tr>
<td>• Applicant’s post-admission aspirations</td>
<td></td>
</tr>
<tr>
<td>• Applicant’s research plan</td>
<td></td>
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Department of Information and Communication Systems Engineering
[Recommendation-Based Admissions Examination]

■ Application Qualifications
Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.

For CIT students:
August applications: Those who have a recommendation from a department head
March applications: In principle, CIT does not issue recommendations for CIT students

■ Application Documents
1) Application form: This form is printed after you have paid your application fee.
   Note: Applicants must upload an ID photo when registering your application information.
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6) Research plan: Please use the university-approved form [Form 3] attached to the back of this booklet as the front page.
   • On an A4-sized sheet of paper, summarize your post-enrollment ambitions, research topics and research plans, using no more than 500 English words (or 2,000 characters in Japanese).

<Documents submitted by foreign nationals only (excluding those with permanent residency in Japan)>
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<tr>
<td>Time</td>
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Master’s Program

Department of Information and Communication Systems Engineering
[General Admissions Examination]

■ Application Qualifications
Applicants must meet one of the application qualifications listed on p. 4.

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<tbody>
<tr>
<td>• Matters related to the applicant’s graduate research</td>
<td></td>
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<tr>
<td>• Matters related to fundamental fields such as mathematics, electrical circuits, electromagnetism, information engineering</td>
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<td>• Content of the applicant’s essay exam responses</td>
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Master’s Program

Department of Applied Chemistry
[Recommendation-Based Admissions Examination]

■ Application Qualifications
Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.

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Department of Applied Chemistry [General Admissions Examination]

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<td>Research Plan</td>
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<th>Specialized Subjects</th>
<th>Individual Interview</th>
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<td>Applicant’s specialized knowledge of his/her desired field</td>
<td>Applicant’s motivation for applying</td>
</tr>
<tr>
<td>Background explanation of the research field</td>
<td>Applicant’s thoughts on his/her career plans</td>
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Conducted as a 10-minute presentation + a Q&A session

Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.
Department of Architecture
[Recommendation-Based Admissions Examination]

■ Application Qualifications
Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.

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Master’s Program

Department of Architecture [General Admissions Examination]

■ Application Qualifications

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■ Application Documents

1) Application form: This form is printed after you have paid your application fee.
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■ Examination Details

Please refer to the next page, since the details differ depending on the research field.
## Master’s Program

### a) Architectural Planning and Design [5101]

<table>
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<tbody>
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<td>Oral Examination (20 minutes)</td>
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</table>

Applicants will be evaluated on their understanding of fundamental matters related to architectural planning, architectural history and modern architectural theory within the context of their relationship with society and other fields of architecture, as well as on their purpose of study.

- Applicant’s motivation for applying
- Applicant’s research plan
- Applicant’s post-graduation aspirations

Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.

▲Additional Application Documents
Applicants aiming to earn a master’s degree by studying design in the Architectural Planning and Design [5101] course are required to present a portfolio of no more than three (3) A3-sized works.

### b) Architectural Environments and Equipment [5102]

<table>
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<td>Oral Examination (20 minutes)</td>
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</table>

Applicants will be evaluated on their understanding of fundamental matters related to the thermal, air, light and sound environments, and building equipment, etc. from the perspectives of fundamental knowledge (terminology, theoretical formulas, etc.) and the relationship with real space (application of said knowledge to architectural design and field measurements/evaluations, etc.).

- Applicant’s motivation for applying
- Applicant’s research plan
- Applicant’s post-graduation aspirations

Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.

### c) Architectural Structures and Materials [5103]

<table>
<thead>
<tr>
<th>Oral Assessment (30 minutes)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral Examination (20 minutes)</td>
</tr>
</tbody>
</table>

Applicants will be evaluated on their understanding of fundamental matters in the calculation of stress and deflection in statically determinate and statically indeterminate structural mechanics as well as fundamental matters related to, among other things: 1) the earthquake resistance of steel-reinforced concrete structures and steel-framed structures; 2) soil evaluation and fundamental structural design; and 3) the characteristics of structural materials, finishing materials, etc.

- Applicant’s motivation for applying
- Applicant’s research plan
- Applicant’s post-graduation aspirations

Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.
Master’s Program

Department of Civil and Environmental Engineering
[Recommendation-Based Admissions Examination]

Application Qualifications
Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.
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   Note: Make sure to confirm with the prospective academic advisor before applying.
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6) Research plan: Please use the university-approved form [Form 3] attached to the back of this booklet as the front page.
   • On an A4-sized sheet of paper, summarize your post-enrollment ambitions, research topics and research plans, using no more than 500 English words (or 2,000 characters in Japanese).

<Documents submitted by foreign nationals only (excluding those with permanent residency in Japan)>
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   (Certificate obtained through CHSI: https://www.chsi.com.cn/)
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Selection Method
Applicants will be comprehensively evaluated via the following methods:
   a) Document screening: Applicants will be screened based on the application documents they submitted.
   b) Oral assessment: Interview (a Q&A session to assess each applicant’s motivations for applying to the master’s program and his/her aptitude as a student in the program, and a Q&A session based on his/her research plan).

Examination Details
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</tr>
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<tbody>
<tr>
<td>Time</td>
<td>Individual interview: About 10 minutes</td>
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</table>
Department of Civil and Environmental Engineering
[General Admissions Examination]

■ Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4.

■ Application Documents

1) Application form: This form is printed after you have paid your application fee.
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■ Selection Method

Applicants will be comprehensively evaluated via the following methods:
a) Document screening: Applicants will be screened based on the application documents they submitted.
b) Oral assessment: Oral examination (a Q&A session to assess each applicant’s specialized knowledge in his/her desired field of study and the content of his/her graduation research) and interview (a Q&A session to assess each applicant’s motivations for applying to the master’s program and his/her aptitude as a student in the program).

■ Examination Details

Please refer to the next page, since the details differ depending on the research field.
a) Structural Materials

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<tr>
<th>Oral Assessment (30 minutes)</th>
<th>Oral Examination (20 minutes)</th>
<th>Individual Interview (10 minutes)</th>
</tr>
</thead>
</table>

The oral examination consists of mainly 1) to 3) below.
1) Stress diagrams and calculation methods of deflection of isostatic and hyperstatic structures, bending theory, and basic matters regarding the stress state of two-dimensional elastic bodies and Mohr's circle.
2) Definition of ground physical properties and the concept of effective stress. Basic matters regarding consolidation and water movement in the ground, etc.
3) Methods of concrete mix design and arrangement. Basic matters regarding the physical and chemical mechanisms of concrete deterioration factors.

• Applicant’s motivation for applying
• Applicant’s research plan
• Applicant’s post-graduation aspirations

Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.

b) Planning

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<th>Oral Examination (20 minutes)</th>
<th>Individual Interview (10 minutes)</th>
</tr>
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</table>

The oral examination consists of mainly 1) and 2) below.
1) Basic matters regarding planning of national land, community, urban and transportation.
2) Basic matters regarding one of the following fields depending on the desired laboratory: road transportation (traffic behavior, traffic condition measurement, traffic control, traffic management, traffic safety, etc.), business and facility evaluation (benefits and economic effects of infrastructure development, business and facility evaluation methods, etc.), urban planning (especially urban analysis and urban disaster prevention), or urban development.

• Applicant’s motivation for applying
• Applicant’s research plan
• Applicant’s post-graduation aspirations

Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.

c) Environmental Engineering

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The oral examination consists of mainly 1) and 2) below.
1) Basic matters regarding hydraulics (hydrostatics, Bernoulli’s principle, hydraulics of pipe-lines and open channels).
2) Basic matters regarding one of the following fields depending on the desired laboratory: water environment (microplastics, water quality simulation model, activated sludge process, etc.) or aerial environment (water vapor, precipitation, heat transfer, heat balance, heat island, etc.).

• Applicant’s motivation for applying
• Applicant’s research plan
• Applicant’s post-graduation aspirations

Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.
Department of Design
[Recommendation-Based Admissions Examination]

■ Application Qualifications
Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.
Note: In principle, CIT does not issue recommendations for CIT students.

■ Application Documents
1) Application form: This form is printed after you have paid your application fee.
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   Visit the CIT website for details.
6) Research plan: Please use the university-approved form [Form 3] attached to the back of this booklet
   • On an A4-sized sheet of paper, summarize your post-enrollment ambitions, research topics and research plans, using no more than 500 English words (or 2,000 characters in Japanese).

<Documents submitted by foreign nationals only (excluding those with permanent residency in Japan)>
7) International student confirmation form: Please use the university-approved form [Form 4] attached to the back of this booklet.
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■ Selection Method
Applicants will be comprehensively evaluated via the following methods:
a) Document screening: Applicants will be screened based on the application documents they submitted.
b) Oral assessment: Applicants will be interviewed and undergo an oral examination regarding their research plan.

■ Examination Details

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<tbody>
<tr>
<td>Time</td>
<td>Individual interview: About 10 minutes</td>
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Master’s Program

Department of Design [General Admissions Examination]

■ Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4.

■ Application Documents

1) Application form: This form is printed after you have paid your application fee.
   Note: Applicants must upload an ID photo when registering your application information.
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<th>Oral Assessment (30 minutes)</th>
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</thead>
<tbody>
<tr>
<td><strong>Specialized Subjects</strong></td>
</tr>
<tr>
<td>Applicant’s fundamental knowledge about the general aspects of design</td>
</tr>
<tr>
<td>Applicant’s specialized knowledge of his/her desired field (about 10 minutes)</td>
</tr>
</tbody>
</table>

Notes:
1. Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.
2. Applicants must bring any devices, materials, etc. they need for their presentations. No equipment or other items will be provided in the examination room.
Department of Advanced Robotics  
[Recommendation-Based Admissions Examination]

Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.

For CIT students:

August applications: Those who have a recommendation from a department head
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Master’s Program

Department of Advanced Robotics
[General Admissions Examination]

■ Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4.

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■ Selection Method

Applicants will be comprehensively evaluated via the following methods:
   a) Document screening: Applicants will be screened based on the application documents they submitted.
   b) Essay Exam: Subject regarding the designated course of applicant’s desired and specialized field of study.
   c) Interview: A Q&A session to assess each applicant’s motivations for applying to the master’s program and his/her aptitude as a student in the program.

■ Examination Details

<table>
<thead>
<tr>
<th></th>
<th>Essay Exam (60 minutes)</th>
<th>Individual Interview (30 minutes)</th>
</tr>
</thead>
</table>
|                   | The applicant will be asked to answer an essay question related to one of the following three fields: 1) machines, 2) electricity and electronics, 3) control and information. | • Applicant’s motivation for applying  
• Applicant’s understanding of the specialized field  
• Applicant’s research plan  
• Applicant’s post-graduation aspirations |
Department of Life Science
[Recommendation-Based Admissions Examination]

Application Qualifications
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Master’s Program

Department of Life Science [General Admissions Examination]

■ Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4.

■ Application Documents

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8) Copy of passport: Copies of pages showing the holder’s name, date of birth, photograph, issuing institution and expiration date (A4 size)
   Note: This is not required of international students already enrolled at this university.
9) Copy of applicant’s residence card (both front and back sides): This is only required of those who have been in Japan for three months or longer.
10) Ministry of Education (China)-issued Certificates of Qualification (教育部学籍在线验证报告)
    (Certificate obtained through CHSI: https://www.chsi.com.cn/)
    Note: This only applies to individuals who graduated from Chinese universities

■ Selection Method

Applicants will be comprehensively evaluated via the following methods:

a) Document screening: Applicants will be screened based on the application documents they submitted.
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■ Examination Details

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<thead>
<tr>
<th>Oral Assessment (30 minutes)</th>
<th>Individual Interview</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Oral Examination</strong></td>
<td></td>
</tr>
<tr>
<td>Specialized Subjects</td>
<td>Research Plan</td>
</tr>
<tr>
<td>• Applicant’s specialized knowledge of his/her desired field</td>
<td>• Summary of the applicant’s research plan</td>
</tr>
<tr>
<td>• Content of the applicant’s graduation research</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.
Master’s Program

Department of Advanced Media
[Recommendation-Based Admissions Examination]

Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.

For CIT students:
August applications: Those who have a recommendation from a department head
March applications: In principle, CIT does not issue recommendations for CIT students

Application Documents

1) Application form: This form is printed after you have paid your application fee.
Note: Applicants must upload an ID photo when registering your application information.
2) A letter of recommendation from a department head, etc. of a university that you currently attend or previously attended.
(Or, alternatively, a letter of recommendation from an individual from the organization, institution, etc. you are affiliated with if you are already engaged in a profession.)
Please use the university-approved form [Form 1] attached to the back of this booklet.
3) A confirmation form from the student’s prospective academic advisor: Please use the university-approved form [Form 2] attached to the back of this booklet.
Note: Make sure to confirm with the prospective academic advisor before applying.
4) Transcripts for the highest level of education you have attained: one (1) original copy (As a rule, issued within the last three months.)
5) A certificate of graduation or certificate of expected graduation for the highest level of education you have attained or will attain: one (1) original copy (As a rule, issued within the last three months.)
Note: CIT students can have items 4) and 5) issued at a convenience store using a certificate issuance service.
Visit the CIT website for details.
6) Research plan: Please use the university-approved form [Form 3] attached to the back of this booklet as the front page.
• On an A4-sized sheet of paper, summarize your post-enrollment ambitions, research topics and research plans, using no more than 500 English words (or 2,000 characters in Japanese).

<Documents submitted by foreign nationals only (excluding those with permanent residency in Japan)>
7) International student confirmation form: Please use the university-approved form [Form 4] attached to the back of this booklet.
Please make sure to attach your 1) certificate of completion or certificate of expected completion, 2) academic transcript, and 3) certificate of attendance records from a Japanese-language school, etc.
Note: Documents submitted in any language other than Japanese or English should be accompanied by a translation verified by a public institution (e.g., an embassy or consulate), a Japanese-language school, etc., and bearing the institution’s official seal, etc.
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Applicants will be comprehensively evaluated via the following methods:
a) Document screening: Applicants will be screened based on the application documents they submitted.
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Examination Details

<table>
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<tr>
<th>Examination Method</th>
<th>Oral assessment (interview and oral examination about the applicant’s research plan)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time</td>
<td>Individual interview: About 10 minutes</td>
</tr>
</tbody>
</table>
Master’s Program

Department of Advanced Media
[General Admissions Examination]

■ Application Qualifications
Applicants must meet one of the application qualifications listed on p. 4.

■ Application Documents
1) Application form: This form is printed after you have paid your application fee.
   Note: Applicants must upload an ID photo when registering your application information.
2) A confirmation form from the student’s prospective academic advisor: Please use the university-approved form [Form 2] attached to the back of this booklet.
   Note: Make sure to confirm with the prospective academic advisor before applying.
3) Transcripts for the highest level of education you have attained: one (1) original copy (As a rule, issued within the last three months.)
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   Note: CIT students can have items 3) and 4) issued at a convenience store using a certificate issuance service.
   Visit the CIT website for details.
5) Research plan: Please use the university-approved form [Form 3] attached to the back of this booklet as the front page.
6) TOEIC official score certificate, TOEIC IP score report, or TOEFL iBT official score report
   Note: Copies of official certificates for tests administered in April 2018 or later are accepted.

<Documents submitted by foreign nationals only (excluding those with permanent residency in Japan)>
7) International student confirmation form: Please use the university-approved form [Form 4] attached to the back of this booklet.
   Note: Only applicants with foreign nationality are required to submit this document.
   Please make sure to attach your 1) certificate of completion or certificate of expected completion, 2) academic transcript, and 3) certificate of attendance records from a Japanese-language school, etc.
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a) Document screening: Applicants will be screened based on the application documents they submitted.
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<thead>
<tr>
<th>Essay Exam (60 minutes)</th>
<th>Individual Interview (15 minutes)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Write an essay about the theme specified for your desired research field of Media Engineering, Knowledge Engineering, or Information Design. • The themes of each research field are related to the following designated courses: Media Engineering: Fundamentals of Media Knowledge Engineering: Fundamentals of Artificial Intelligence Information Design: Human-centered Design</td>
<td>• Applicant’s motivation for applying • Applicant’s current research themes • Applicant’s plans for research after admission to the graduate school</td>
</tr>
</tbody>
</table>
Master’s Program

Department of Information and Computer Science
[Recommendation-Based Admissions Examination]

Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.

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Application Documents

1) Application form: This form is printed after you have paid your application fee.

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6) Research plan: Please use the university-approved form [Form 3] attached to the back of this booklet as the front page.

• On an A4-sized sheet of paper, summarize your post-enrollment ambitions, research topics and research plans, using no more than 500 English words (or 2,000 characters in Japanese).

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Department of Information and Computer Science
[General Admissions Examination]

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<tbody>
<tr>
<td>• Questions related to algorithms</td>
<td></td>
</tr>
<tr>
<td>• Questions related to the applicant’s graduation research</td>
<td></td>
</tr>
<tr>
<td>• Questions related to fundamental matters in the applicant’s desired field of specialization</td>
<td></td>
</tr>
<tr>
<td>• Applicant’s reasons for applying to the master’s program</td>
<td></td>
</tr>
<tr>
<td>• Applicant’s motivation for applying</td>
<td></td>
</tr>
<tr>
<td>• Applicant’s post-graduate school aspirations</td>
<td></td>
</tr>
<tr>
<td>• How the applicant plans to spend his/her time in the graduate school</td>
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Department of Management Science
[Recommendation-Based Admissions Examination]

■ Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4 and have a recommendation from a department head, etc. from a university that you currently attend or previously attended. Alternatively, if applicants are already engaged in a profession, applicants must have a recommendation from an individual from the organization, institution, etc. with which you are affiliated.

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<td>Research Plan (5 minutes)</td>
<td>• Applicant’s motivation for applying</td>
</tr>
<tr>
<td></td>
<td>• Applicant’s post-program aspirations</td>
</tr>
<tr>
<td>• Summary of the applicant’s research plan</td>
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Department of Management Science [General Admissions Examination]

■ Application Qualifications

Applicants must meet one of the application qualifications listed on p. 4.

■ Application Documents

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6) TOEIC official score certificate, TOEIC IP score report, or TOEFL iBT official score report
   Note: Copies of official certificates for tests administered in April 2018 or later are accepted.
7) About the applicant’s graduation research or similar activities (Up to around 1,000 Japanese characters on A4-sized sheet. Make it easy to understand by including diagrams or the like.)

<Documents submitted by foreign nationals only (excluding those with permanent residency in Japan)>
8) International student confirmation form: Please use the university-approved form [Form 4] attached to the back of this booklet.
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<td>Oral Examination</td>
</tr>
<tr>
<td>Specialized Subjects (15 minutes)</td>
</tr>
<tr>
<td>Applicant’s knowledge of his/her desired field (any of the following four fields)</td>
</tr>
<tr>
<td>• Socioeconomic systems</td>
</tr>
<tr>
<td>• Management information systems</td>
</tr>
<tr>
<td>• Project management</td>
</tr>
<tr>
<td>• Risk management</td>
</tr>
<tr>
<td>The applicant’s graduation research or similar activities</td>
</tr>
</tbody>
</table>

Note: Applicants may write on a blackboard/whiteboard as needed when responding to questions during the oral examination.
1 Doctoral Programs and Recruiting Capacity

<table>
<thead>
<tr>
<th>Graduate School of Engineering</th>
<th>A few individuals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Graduate School of Social Systems Science</th>
<th>A few individuals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management Science</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Graduate School of Information and Computer Science</th>
<th>A few individuals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Information and Computer Science</td>
<td></td>
</tr>
</tbody>
</table>

2 Application Qualifications (applicants must meet one of the following criteria):

1) Individuals who hold a master’s degree or professional degree, or who expect to receive such a degree by March 31, 2021.
2) Individuals who have been awarded a degree equivalent to a master’s degree or professional degree in a foreign country, or who expect to be awarded such a degree by March 31, 2021.
3) Individuals who have taken correspondence courses in Japan offered by a school in a foreign country and have been awarded a degree equivalent to a master’s degree or professional degree, or who expect to be awarded such a degree by March 31, 2021.
4) Individuals who have completed a program recognized by MEXT at an educational institution that is affiliated with the education system of a foreign country, and that has a graduate school program in that foreign country, and who have been awarded a degree equivalent to a master’s degree or professional degree, or who expect to be awarded such a degree by March 31, 2021.
5) Individuals recognized by MEXT.
6) Individuals who are recognized by this Graduate School as possessing academic skills equivalent to or greater than those of a master’s degree holder based on an individual application qualification review, and who will be 24 years of age or older by March 31, 2021.

Note: Individuals applying based on criteria 6 will be required to undergo a preliminary qualification review, and should contact the Admissions Office for more information before applying. (See p. 40 for information on the preliminary qualification review.)
## 3 Admission Examination Schedule

<table>
<thead>
<tr>
<th></th>
<th>Type of Examination</th>
<th>Academic Major</th>
<th>Application Submission Period</th>
<th>Date of Examination</th>
<th>Date of Notification of Acceptance</th>
<th>Enrollment Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring Enrollment:</td>
<td>General Admissions Examination</td>
<td>Engineering</td>
<td>August 3 (Mon.) to August 18 (Tue.) (must be received by this date)</td>
<td>August 28 (Fri.)</td>
<td>September 3 (Thu.)</td>
<td>December 14 (Mon.) (All documents must be received, or at least postmarked, by this date.)</td>
</tr>
<tr>
<td>August Examination</td>
<td>Special Admission Examination for Working Adults</td>
<td>Information and Computer Science</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>International Student Admission Examination</td>
<td>Management Science</td>
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<tr>
<td>Spring Enrollment:</td>
<td>General Admissions Examination</td>
<td>Engineering</td>
<td>February 15 (Mon.) to February 26 (Fri.) (must be received by this date)</td>
<td>March 11 (Thu.)</td>
<td>March 15 (Mon.)</td>
<td>March 19 (Fri.) (All documents must be received, or at least postmarked, by this date.)</td>
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<tr>
<td>March Examination</td>
<td>Special Admission Examination for Working Adults</td>
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<tr>
<td></td>
<td>International Student Admission Examination</td>
<td>Management Science</td>
<td></td>
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</tr>
</tbody>
</table>

**Notes:**
1. The date of the examination, the examination method, and the date the exam results are announced are subject to change depending on the COVID-19 pandemic situation. If changes are made, details will be posted on the CIT website.
2. All of the examinations will be held at the Chiba Institute of Technology’s Tsudanuma Campus.
4 Admissions Examinations

General Admission Examination

[1] Application Qualifications
Applicants must meet one of the application qualifications listed on p. 35.

[2] Application Documents
1) Application form: This form is printed after you have paid your application fee.
   Note: Applicants must upload an ID photo when registering your application information.
2) A confirmation form from the student’s prospective academic advisor: Please use the university-approved form [Form 2] attached to the back of this booklet.
   Note: Make sure to confirm with the prospective academic advisor before applying.
3) Transcripts for the highest level of education you have attained: one (1) original copy (As a rule, issued within the last three months.)
4) A certificate of graduation or certificate of expected graduation for the highest level of education you have attained or will attain: one (1) original copy (As a rule, issued within the last three months.)
   Notes:
   1. Individuals who graduated from Chinese universities must also submit an A4-sized photocopy of their diploma.
   2. CIT students can have items 3) and 4) issued at a convenience store using a certificate issuance service.
   Visit the CIT website for details.
5) Research plan
6) International student confirmation form: Please use the university-approved form [Form 5] attached to the back of this booklet.
   Please make sure to attach your 1) certificate of completion or certificate of expected completion, 2) academic transcript, and 3) certificate of attendance records from a Japanese-language school, etc.
7) Copy of passport: Copies of pages showing the holder’s name, date of birth, photograph, issuing institution and expiration date (A4 size)
   Note: This is not required of international students already enrolled at this university.
8) Copy of applicant’s residence card (both front and back sides): This is only required of those who have been in Japan for three months or longer.
   Note: Documents submitted in any language other than Japanese or English should be accompanied by a translation verified by a public institution (e.g., an embassy or consulate), a Japanese-language school, etc., and bearing the institution’s official seal, etc.

[3] Examination Method and Time

<table>
<thead>
<tr>
<th>Academic Major</th>
<th>All majors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examination Method</td>
<td>Oral assessment</td>
</tr>
<tr>
<td>Time</td>
<td>Starts at 10:00 a.m.</td>
</tr>
</tbody>
</table>

Note: Be sure to arrive at least 10 minutes before the examination starts.
[1] Application Qualifications

To be eligible to apply, an individual must meet at least one of the application qualifications on page 35, and have at least five years of research experience at a company, etc. (Two years in a master’s program can be included in said research experience.)

[2] Application Documents

1) Application form: This form is printed after you have paid your application fee.
   Note: Applicants must upload an ID photo when registering your application information.

2) A confirmation form from the student’s prospective academic advisor: Please use the university-approved form [Form 2] attached to the back of this booklet.
   Note: Make sure to confirm with the prospective academic advisor before applying.

3) Transcripts for the highest level of education you have attained: one (1) original copy (As a rule, issued within the last three months.)

4) A certificate of graduation or certificate of expected graduation for the highest level of education you have attained or will attain: one (1) original copy (As a rule, issued within the last three months.)
   Notes:
   1. Individuals who graduated from Chinese universities must also submit an A4-sized photocopy of their diploma.
   2. CIT students can have items 4) and 5) issued at a convenience store using a certificate issuance service.
   Visit the CIT website for details.

5) Research plan

<Documents submitted by foreign nationals only (excluding those with permanent residency in Japan)> 

6) International student confirmation form: Please use the university-approved form [Form 5] attached to the back of this booklet.
   Please make sure to attach your 1) certificate of completion or certificate of expected completion, 2) academic transcript, and 3) certificate of attendance records from a Japanese-language school, etc.

7) Copy of passport: Copies of pages showing the holder’s name, date of birth, photograph, issuing institution and expiration date (A4 size)
   Note: This is not required of international students already enrolled at this university.

8) Copy of applicant’s residence card (both front and back sides): This is only required of those who have been in Japan for three months or longer.
   Note: Documents submitted in any language other than Japanese or English should be accompanied by a translation verified by a public institution (e.g., an embassy or consulate), a Japanese-language school, etc., and bearing the institution’s official seal, etc.

[3] Examination Method and Time

<table>
<thead>
<tr>
<th>Academic Major</th>
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</tr>
<tr>
<td>Time</td>
<td>Starts at 10:00 a.m.</td>
</tr>
</tbody>
</table>

Note: Be sure to arrive at least 10 minutes before the examination starts.
[1] Application Qualifications

Applicants must have foreign nationality (excludes those with permanent residency in Japan) and meet one of the application qualifications on p. 35.

[2] Application Documents

1) Application form: This form is printed after you have paid your application fee. 
   Note: Applicants must upload an ID photo when registering your application information.
2) Letter of recommendation from a department head at the student’s home school or their academic advisor (in Japanese or English): Any format
3) A confirmation form from the student’s prospective academic advisor: Please use the university-approved form [Form 2] attached to the back of this booklet.
   Note: Make sure to confirm with the prospective academic advisor before applying.
4) Transcripts for the highest level of education you have attained: one (1) original copy (As a rule, issued within the last three months.)
5) A certificate of graduation or certificate of expected graduation for the highest level of education you have attained or will attain: one (1) original copy
   Notes: 1. Individuals who graduated from Chinese universities must also submit an A4-sized photocopy of their diploma.
   2. CIT students can have items 4) and 5) issued at a convenience store using a certificate issuance service.
   Visit the CIT website for details.
6) Research plan
7) International student confirmation form: Please use the university-approved form [Form 5] attached to the back of this booklet.
   Please make sure to attach your 1) certificate of completion or certificate of expected completion, 2) academic transcript, and 3) certificate of attendance records from a Japanese-language school, etc.
8) Copy of passport: Copies of pages showing the holder’s name, date of birth, photograph, issuing institution and expiration date (A4 size); not required of international students currently enrolled at CIT
9) Copy of applicant’s residence card (both front and back sides): This is only required of those who have been in Japan for three months or longer.
   Note: Documents submitted in any language other than Japanese or English should be accompanied by a translation verified by a public institution (e.g., an embassy or consulate), a Japanese-language school, etc., and bearing the institution’s official seal, etc.

[3] Examination Method and Time

<table>
<thead>
<tr>
<th>Academic Major</th>
<th>All majors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examination Method</td>
<td>Oral assessment (Japanese or English)</td>
</tr>
<tr>
<td>Time</td>
<td>Starts at 10:00 a.m.</td>
</tr>
</tbody>
</table>

Note: Be sure to arrive at least 10 minutes before the examination starts.
1 Preliminary Qualification Review
Master’s program applicants applying under qualifications 8–10 on p. 4 and doctoral program applicants applying under qualification 6 on p. 35 must undergo a preliminary qualification review before applying. If you are subject to this review, be sure to contact the Admissions Office before the end of the application submission period.

Application submission period:
- August examination: Must be submitted between July 3 (Fri.) and 13 (Mon.), 2016
- March examination: Must be submitted between January 9 (Sat.) and 18 (Mon.), 2017

Submission location: Tsudanuma Campus, Admissions Office

Application Materials:
1) Application Qualification Review Request Form: University-prescribed form (Form 5)
2) Certificate of graduation and a transcript from the last school attended (issued within the past three months, as a rule)
3) Master’s program: Documentation verifying that the applicant has academic ability equivalent to that of a university graduate (documentation verifying the applicant’s work history, training history, research history, or other practical experience, and performance)
   Doctoral program: Documentation verifying that the applicant has academic ability equivalent to that of a master’s degree holder (documentation verifying the applicant’s performance, including job description, outline of performance and experience, works created, presentations and essays, and patents).

Note: Documents submitted in any language other than Japanese or English should be accompanied by a translated version verified by a public institution (e.g., an embassy or consulate) or a Japanese-language school, and have the institution’s official signature or seal on it.

Review Method: Document review
Review Fee: Free
Review Results:
- [August Examination] Wednesday, July 22
- [March Examination] Monday, February 8

2 Application Fee: 30,000 JPY

3 Application Methods

(1) Register your application information
For information about registering your application information and the application procedure, refer to the online application guide on the following webpage.
http://webentry.it-chiba.ac.jp/guide/it-chiba-g

Notes:
1. If a family member or acquaintance is making the payment on behalf of the applicant, be sure to enter the information of the applicant.
2. Online applications will be accepted only during submission period.

(2) Pay your application fee
1) After you apply online, pay the application fee at a convenience store (Lawson, FamilyMart, 7-Eleven, Ministop, Daily Yamazaki or Seicomart), using Pay-easy (at any JP Bank or bank ATM with a Pay-easy mark or through Pay-easy-compatible net banking), or using a credit card (Visa, MasterCard, JCB, American Express or Diners Club) within the application submission period.
2) When you pay the application fee, you will also have to pay a transaction fee in addition to the application fee.
3) You cannot pay the application fee in person at a financial institution.
4) You cannot pay the application fee in person at the university.
5) You can print out application forms and Examination Admission Form after paying the application fees.
6) You can make payments at convenience stores any time within store hours, including Saturdays, Sundays, and holidays. However, please note that applications are only accepted on the online application site until 4 p.m. on the last day of the application submission period.
Guidelines Relevant to Both the Master’s and Doctoral Programs

(3) Submission of Application Documents

• Place the application documents in a commercially-available JIS Kaku #2 sized envelope (240 mm x 332 mm—big enough to enclose the A4-sized designated forms unfolded) and securely glue an envelope address sheet onto the envelope.
• Confirm that all the documents required are in the envelope before sealing it. Applications with missing or improperly prepared documents cannot be accepted.
• Send the application documents by simplified registered express mail. Overseas applicants should send their application documents by the equivalent of registered express mail in their country.
• Applications that arrive after the deadline cannot be accepted even if the examination fee is paid by the deadline.
• Please bring your examination admission form (obtained after paying the examination fee) with you on the day of the exam.

Note: Please use the tracking service your postal carrier offers to confirm whether your application documents have arrived.

(4) Refunding of Examination Fees

Exam fees are not normally refunded. However, applicants can request a refund in the following cases by submitting the designated request form:

1. The applicant paid the exam fee but did not submit the required documents (this excludes cases in which the applicant took the exam).
2. The application was not accepted for reasons such as problems with the application documents, or if the applicant did not satisfy the application qualifications.
3. The applicant mistakenly paid the exam fee more than once, or overpaid the exam fee.

If one of the above scenarios fits your case and your request for a refund is approved, the exam fee will be deposited to the account you specify.

[Examination Fee Refund Procedure]

1) Required Documents
Print an examination fee refund request form (download the form from the CIT website), fill out the required information, and affix your seal at the designated location. Make sure to attach a copy of your bankbook showing your account information, etc.

2) Deadline for Refund Requests
[August Examination] Must be postmarked by Thursday, September 10, 2020 (send by simplified registered mail)
[March Examination] Must be postmarked by Monday, March 15, 2021 (send by simplified registered mail)

3) Timing of the Refund
[August Examination] Early October 2020
[March Examination] Early April 2021

Please send application documents and examinations fee refund requests to:
Admissions Office, Chiba Institute of Technology
2-17-1 Tsudanuma, Narashino-shi, Chiba Prefecture 275-0016
Tel. 047-478-0222

4 Examination Venue
Tsudanuma Campus: 2-17-1 Tsudanuma, Narashino-shi, Chiba Prefecture
In front of Tsudanuma Station (south exit) on the JR Sobu Line

You will be notified of the examination venue once it has been finalized.
5 Notification of Acceptance

1) Mailing of Notifications of Acceptance

Acceptance notifications and documents related to enrollment will be mailed to successful applicants at the same time they are posted on campus. Please be aware that notifications will not be sent to unsuccessful candidates.

2) Online Results

For three days starting on the date of notification of acceptance, applicants can check their examination results online (in Japanese only). You can use a computer or cell phone/smartphone to see if you passed. Any connection charges incurred to check this data are borne by the user. The university shall not bear any responsibility for any problems that arise related to incorrect operations or misreading of the online data.

### Hours

<table>
<thead>
<tr>
<th>Examination</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>August Examination</td>
<td>September 3 (Thu.) 6:00 p.m. to September 5 (Sat.) end of day</td>
</tr>
<tr>
<td>March Examination</td>
<td>March 11 (Thu.) 6:00 p.m. to March 13 (Sat.) end of day</td>
</tr>
</tbody>
</table>

URL https://gohi.52school.com/git-chiba/g-index.html

1. Access the above URL and read the contents on the page then click <同意して次へ (Agree and move to the next) >.
2. Enter your examination admission number (5 digit number) and birth date (MMDD), then click <次へ (Next) >.
3. Your examination result will appear.

Note: The date the exam results are announced is subject to change depending on the COVID-19 pandemic situation. Any changes will be announced on the CIT website.

3) Important Notes

- The examination results will not be posted on a bulletin board.
- If you confirm that you have passed the examination online but do not receive a notification of acceptance within three to four days, please contact the Admissions Office right away.
- Successful applicants should expect to receive information on student liability insurance from a university affiliate, the Chiba Institute of Technology Service.
- Results will not be given in response to telephone inquiries.

6 Enrollment Procedures

To complete their enrollment, applicants must pay their student fees and miscellaneous dues and submit their enrollment documents by the enrollment deadline. For details, see the Enrollment Instructions enclosed with the notification of results.
7 Tuition and Fees

New students being admitted in spring AY2021 will be asked to pay the student fees (admission fee, tuition) and miscellaneous dues listed below.

<table>
<thead>
<tr>
<th>Item</th>
<th>Graduates of Chiba Institute of Technology (including those who expect to graduate)</th>
<th>Graduates of other universities (including those who expect to graduate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Admission fee</td>
<td>0 JPY</td>
<td>250,000 JPY</td>
</tr>
<tr>
<td>Tuition</td>
<td>840,000 JPY</td>
<td>840,000 JPY</td>
</tr>
<tr>
<td>Miscellaneous dues</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student mutual aid association</td>
<td>Membership fee</td>
<td>0 JPY</td>
</tr>
<tr>
<td></td>
<td>Annual dues</td>
<td>2,500 JPY</td>
</tr>
<tr>
<td>PPA</td>
<td>Membership fee</td>
<td>0 JPY</td>
</tr>
<tr>
<td></td>
<td>Annual dues</td>
<td>10,000 JPY</td>
</tr>
<tr>
<td>Alumni association lifetime membership</td>
<td>0 JPY</td>
<td>20,000 JPY</td>
</tr>
<tr>
<td>Total</td>
<td>852,500 JPY</td>
<td>1,134,500 JPY</td>
</tr>
</tbody>
</table>

Notes:
- In the second year and beyond, tuition will increase annually by 50,000 JPY.
- Student fees are not taxable pursuant to the Consumption Tax Act.
- Tuition, student mutual aid association annual dues, PPA annual dues, and the alumni association lifetime membership fee can be paid in two installments. The second installment should be paid after enrollment (around mid-September).

8 Declining an Offer of Admission

If circumstances require a student to decline an offer of admission after having completed the enrollment procedures, all fees other than the admission fee will be refunded if the student completes the admission rejection procedures by Thursday, March 31, 2021. For details, please see the Enrollment Instructions enclosed with your notification of results.

9 Scholarship Programs

1) Teaching Assistant

The teaching assistant program was established to help graduate students gain teaching experience and pay their expenses.

2) We facilitate scholarship programs offered by the Japan Student Services Organization (JASSO), other public organizations, private companies, etc.

10 Important Notes

Students are not required to submit a health report, but everyone should undergo the health examinations that the university offers to them after enrollment.

If you have a physical disability and require special considerations when taking the entrance examination, be sure to contact the Admissions Office before applying. Individuals who are concerned that a serious illness or injury could hinder their ability to take the entrance examination should likewise consult the Admissions Office.

11 Personal Information Management

Personal information collected during the application process, such as your name and address, will only be used to send out materials and surveys related to your enrollment and to collect statistical data. Personal information shall be carefully managed. We will provide information such as your address to the Chiba Institute of Technology Service, a university affiliate, so that they can send insurance information to you.
Form 2

Date

Confirmation Form from the Prospective Academic Advisor

To be filled out by the applicant

Please fill in all the blanks

Applicant's name

Student number

Department

Academic advisor

□ I have received approval from the prospective academic advisor listed above that I will be accepted into the laboratory if I pass the examination.

Please fill in the blanks or circle the applicable items

Preferred program

Master's degree program

Doctoral degree program

Preferred major

Preferred research field

Prospective academic advisor

Enrollment period

Spring enrollment

Fall enrollment

Examination category

May

August

March

Campus screening test

General admissions

Recommended

Working adult

International student

Working adult

Recommended

Degree

Applicant's name

Student number

Department

Academic advisor

□ I have received approval from the prospective academic advisor listed above that I will be accepted into the laboratory if I pass the examination.

Please fill in the blanks or circle the applicable items

Preferred program

Master's degree program

Doctoral degree program

Preferred major

Preferred research field

Prospective academic advisor

Enrollment period

Spring enrollment

Fall enrollment

Examination category

May

August

March

Campus screening test

General admissions

Recommended

Working adult

International student
Form 3
(Cover page)

2021 Chiba Institute of Technology Graduate School (Master's Program) Spring Enrollment: August/March Examination

Research Plan

Applicant's name

Preferred academic major

Preferred research field

Prospective academic advisor

Notes: Only to be filled in by Chiba Institute of Technology graduates.

Student number

Research Plan

Spring Examination: Advanced Entrance Examination (2021 Chiba Institute of Technology Graduate School (Master's Program))
Form 4

Only individuals with non-Japanese citizenship must submit this form.

2021 Chiba Institute of Technology Graduate School International Student Confirmation Form

Individuals with non-Japanese citizenship should submit the following three documents from all of the Japanese-language schools or vocational schools that they were enrolled in during the year prior to applying to Chiba Institute of Technology.

1. Certificate(s) of completion (if currently enrolled, a certificate of expected completion or certificate of enrollment)
2. Academic transcript(s)
3. Attendance record certificate(s)

Please also provide the information requested below.

2. School Name
3. Location (Country)
4. Period
   From Yr. ____ Mo. ____ to Yr. ____ Mo. ____

Please explain your purpose for studying in Japan and the reasons you are applying to this graduate school.

1. Please note all sources of funding available to you for paying your expenses (school fees and living expenses) while enrolled in this graduate school.
2. Source of Funds
3. Amount (Unit: yen)
   Applicant's savings ¥____________________
   Parents or relatives (Relationship to applicant:     ) ¥____________________
   Financial supporter in Japan (Relationship to applicant:     ) ¥____________________
   Scholarships from the government or other organizations (Name:         ) ¥____________________
   Other (Details:       ) ¥____________________
4. Total ¥____________________

I hereby affirm that the above information is true and correct.

Applicant's Signature____________________

Date__________

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th>Amount (Unit: yen)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant's savings</td>
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<td>¥____________________</td>
</tr>
<tr>
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<td>¥____________________</td>
</tr>
<tr>
<td>Other</td>
<td>¥____________________</td>
</tr>
</tbody>
</table>

Total ¥____________________
| ① | Name  |
| ② | Date of birth  |
| ③ | Current address  |
| ④ | Tel:  |
| ⑤ | Mobile:  |
| ⑥ | Preferred academic program  |
| ⑦ | Preferred academic major  |
| ⑧ | Preferred research field  |
| ⑨ | Academic history  |
| ⑩ | Work history  |
| ⑪ | Academic history  |
| ⑫ | Preferred academic major  |
| ⑬ | Preferred research field  |
| ⑭ | Academic history  |
| ⑮ | Work history  |
| ⑯ | Academic history  |
| ⑰ | Work history  |
| ⑱ | Academic history  |
| ⑲ | Work history  |

Continues on the second page.
<table>
<thead>
<tr>
<th>Formats</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social and academic association activities</td>
<td>Date</td>
</tr>
<tr>
<td>Rewards and punishments</td>
<td></td>
</tr>
<tr>
<td>Rebuttal</td>
<td></td>
</tr>
<tr>
<td>Due date</td>
<td></td>
</tr>
<tr>
<td>Application Qualification Review Request Form</td>
<td></td>
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<tr>
<td>2021 China Institute of Technology Graduate School</td>
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<td>②</td>
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<td>③</td>
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<td>①</td>
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</tbody>
</table>

[Note: The text is in Chinese and partially obscured, making it difficult to translate accurately.]