

2018 Admissions Guide  
Professional Degree Program  
School of Public Health (Professional Graduate School)  
(1 year & 2 year courses)  
Graduate School of Medicine, the University of Tokyo

—平成30年度東京大学大学院医学系研究科専門職学位課程学生募集要項—

#### Education & research aims

The aims of the Graduate School of Medicine are to promote advanced research that will contribute to breakthroughs in our understanding of the mechanisms of life, conquest of diseases, and improvements in health, as well as to produce international leaders in various medical fields who possess outstanding scholastic competence and a high level of creative research ability.

#### Prospective students

The Graduate School of Medicine is looking for the following traits in prospective students:

- Individuals with a fundamental knowledge of medicine who are capable of engaging in creative research directed towards achieving breakthroughs in our understanding of life, overcoming diseases, promoting recovery, and improving health.
- Individuals capable of pioneering the future of medicine using clear, logical analytical skills and an ability to think outside the box.
- Individuals with the potential to become international leaders in their respective fields of medicine based on advanced knowledge and research skills acquired at the Graduate School of Medicine.

The Professional Degree Program at the School of Public Health (professional graduate school) aims to produce highly-advanced professionals capable of performing leadership roles in the field of public health in order to maintain, promote and restore health as well as enhancing the quality of life of a broad range of people including patients, local residents, and the nation .

The School of Public Health is a professional graduate school which aims to develop highly-advanced public health professionals capable of meeting the challenges described above, in addition to providing refresher education. The School therefore offers a standard two year course targeting regular new faculty graduates, as well as a one year course for working students with a certain degree of experience. The requirements for working students emphasize both practical experience and the length of this experience in the healthcare field. For details, refer to the eligibility criteria listed below, and the attached 'Entrance Exam Guidelines'.

Upon successfully competing either of these courses, students will receive a Master of Public Health Degree.

## 1. Eligibility criteria

Prospective students must satisfy the following eligibility criteria and, in the case of the one year course, must possess separately-specified practical experience in the healthcare field (Note 1).

- (1) Persons who have graduated or are expected to graduate from a Japanese university by 31 March 2018. (Note 1)

- (2) Persons who have completed, or are expected to complete sixteen years of school education abroad by 31 March 2018. (Note 2)
- (3) Persons who have been conferred a degree equivalent to that of a bachelor's degree or are expected to be conferred on or before March 31, 2018 from a foreign university or other foreign institution (limited to those whose comprehensive status of education and research activities have been assessed by the government of the said foreign country or a related organization), having completed a program with a completion period of 3 years or more. (Note 2)
- (4) Persons who are designated by the Minister of Education, Culture, Sports, Science and Technology or persons who have graduated or are expected to graduate by March 31, 2018 from an educational institution designated by the Minister. (Note 3)
- (5) Persons who have been conferred a bachelor's degree or are expected to have conferred on or before March 31, 2018 by the National Institution for Academic Degrees and Quality Enhancement of Higher Education (NIAD).
- (6) Persons who are 22 years or older on March 31, 2018, whom this graduate school has recognized through individual screening of entrance qualifications, as having abilities that are at least equivalent to those who have graduated from a Japanese university. (Note 1) (Note 4)

(Note 1)

Japanese universities mentioned in Eligibilities (1) and (6) above are universities within the boundaries of Japan and as prescribed in Article 83 of the School Education Law.

(Note 2)

Eligibilities (2) and (3) above includes the case of having completed a correspondence program provided by a foreign school of said country while residing in Japan.

(Note 3)

Those as mentioned in Eligibility (4) above referred to any who have graduated from the following schools or educational institutions.

- The Japan branch of a foreign school as designated by the Minister of Education, Culture, Sports, Science and Technology.
- Specialized training college designated by the Minister of Education, Culture, Sports, Science and Technology (limited to programs where the program duration is at least 4 years and which satisfies standards determined by the Minister)
- Universities under the old university ordinances, or higher educational institutions (daigakko) under the national/provincial/independent administrative agency ordinances

(Note 4)

- 1) Those mentioned in Eligibility (6) above refers to those who do not fall into any of the Eligibilities (1) through (5) above but have graduated from an educational institution equivalent to a 4-year university, and whom this graduate school has recognized, through individual screening of entrance qualifications, as having abilities that are at least equivalent to those who have graduated from a Japanese university.
- 2) Those who wish to apply based on Eligibility (6) above must submit all the documents specified by the administrative department of this graduate school by 5 June, 2017 as the eligibility for application is confirmed individually in advance by document screening. Please inquire the administrative department of the graduate school in advance about the eligibility for application and the documents to be submitted.
- 3) Those who are recognized as having abilities that are at least equivalent to those who have graduated from a Japanese university through screening of entrance qualification will be permitted to apply and take the entrance examination.

## 2. Admission criteria

Admission shall be determined based on the results of a written exam, oral exam, and an assessment of the academic transcript.

## 3. Exam subjects and quotas

Department	Course	Written Exam Subjects			Quota
		Foreign Language	Specialized Subject	Other	
School of Public Health	2 year course	English	Following three questions: ① General health sciences/social medicine ② General Statistics ③ Choose 4 out of the following specialized fields: - Epidemiology - Medical statistics - Preventive medicine - Health education - Mental health - Medical ethics - Medical law - Public health survey methodology - Biomedical Informatics	Short essay	30 (2 year course: 20; (1 year course: 10)
	1 year course				

Notes:

- (1) The oral exam will only be administered to those who pass the written exam.
- (2) Depending on the exam results, the number of admitted students may be less than the quota.
- (3) Those who wish to take the one year course can change to the two year course (maximum of two years study), and can also request assessment (i.e., pass/fail) for both courses.
- (4) For the contents of Specialized Subject, see the admissions guide for more details.

## 4. Exam dates & venues

Department	Course	Written exam	Announcement of written exam results	Oral exam
School of Public Health	2 year course	Mon, 21 August 2017	7:00 p.m. Wed, 23 August 2017	Thurs, 24 August 2017
	1 year course			

Notes:

- (1) Details of exam schedules and venues will be provided by postal mail in the 'Examinee Guidelines'.
- (2) A list of successful written examinees will be posted on the notice board in front of the Faculty of Medicine Main Building (*Igakubu Honkan*).

## 5. Announcement of successful applicants & admission procedures

- (1) A list of successful applicants will be posted on the notice board in front of the Faculty of Medicine Main Building (*Igakubu Honkan*) at 12:00 p.m. on Thursday, 7 September 2017.
- (2) A letter of acceptance will be posted to each successful applicant in late February 2018.
- (3) Acceptance letter recipients are required to complete the necessary admission procedures (i.e., payment of admission fees and submission of admission forms) in accordance with the accompanying Admissions Guide between Friday 2, Monday 5 and Tuesday 6 March 2018. Failure to complete the admission procedures shall be regarded as refusal of admission.
- (4) Estimated costs of admission in 2018  
(International students with a Japanese Government [*Monbukagakusho*: MEXT] Scholarship are exempt from these fees)

- ① Admission fee: ¥282,000 (estimated)
- ② Tuition fee: ¥267,900 (annual tuition fee of ¥535,800; estimated)

The above fees are estimates only. Any revisions to student fees upon admission or during enrollment shall become effective immediately.

## 6. Application procedure

- (1) Applications must be sent by postal mail.  
Place all of the necessary 'application documents' in a single envelope designated by the Graduate School of Medicine, and send by registered mail.
- (2) Acceptance period  
Applications must arrive between Thursday, 29 June and Friday, 7 July 2017.  
The envelope must be postmarked no later than Friday, 8 July 2016, and must arrive no later than Tuesday, 11 July 2017.
- (3) Address  
Administrative Division, Graduate School of Medicine, the University of Tokyo  
7-3-1 Hongo, Bunkyo-ku, Tokyo, Japan 113-0033  
Tel: 81-(0)3-5841-3309 (Graduate Student Affairs Section, Graduate School of Medicine)
- (4) Application documents (asterisk [\*] indicates that a specific form must be used)

Document	Who should submit	Description
a.* Application Form	All applicants	Attach three identical passport photos taken within the last three months of the application date to the space provided on the: 1) Application Form; 2) Photo ID Card; and 3) Exam Card ( <i>jukenhyo</i> ; 受験票).
b.* Self-addressed envelopes	All applicants	Submit three self-addressed envelopes and affix ¥362 worth of postage stamps to the envelope marked 'Exam Card Enclosed' ( <i>jukenhyo zaichu</i> ; 受験票在中).
c.* Exam fee (¥30,000)	All applicants ( <i>Japanese Government [Monbukagakusho: MEXT] Scholarship students are exempt</i> )	The exam fee must be paid at a bank branch or convenience store, or by credit card. The applicant is responsible for any fees or charges associated with the payment.  Bank transfer:

		<p>Fill out the designated Transfer Request Form and submit it together with the exam fee at your nearest bank branch. The payment cannot be made at a Japan Post Bank (<i>Yucho Ginko</i>), post office, ATM, or via the internet.</p> <p>The bank will give you the Transfer Receipt (<i>'Furikomikin Uketorisho'</i>; Form B) which you should retain for your own records, and the Certificate of Transfer Receipt (<i>'Furikomikin Uketsuke Shomeisho'</i>; Form C) which you should attach to the space provided on the rear of the Application Form.</p> <p>Convenience store &amp; credit card payments: Refer to the attachment <i>'How to Pay the Graduate School of Medicine Exam Fee at a Convenience Store or by Credit Card'</i> for details on how to make the payment.</p> <p><i>Monbukagakusho</i> Scholarship students currently enrolled at a different university must submit their official scholarship certificate.</p>
d. Academic transcript/s	All applicants [Not required for Tokyo of University Faculty of Medicine (prospective) graduates]	<p>Must certify faculty results (including transcripts of general education courses); original certificates only.</p> <p>Those who transferred from a junior college or vocational school etc. must also submit a transcript from the school where the academic credits required for the said transfer were obtained.</p>
e. Certificate of graduation	Applicants who have already graduated at the time of applications [not required for graduates of the University of Tokyo's Faculty of Medicine]	<p>In the case of students graduating from foreign universities, the degree acquired must be indicated. Photocopies are not acceptable. Submit a certificate of the degree conferred, created by the National Institution for Academic Degrees or the National Institution for Academic Degrees and University Evaluation.</p>
f. Certificate of employment	1 year course only	<p>Must be issued by the applicant's immediate manager and attest to the fact that the applicant has at least 3 years of practical experience<sup>Note)</sup> (format optional).</p>
g. Study Plan	Only required for those who wish to maintain their employment at a government office, school, hospital or private company during enrollment	<p>Summarize your intended study plan in two A4 pages, and write 'Study Plan' along with your name and page number at the top left of each page.</p>
h.* Certificate of	Non-Japanese	<p>Must be issued by a Japanese instructor or</p>

Japanese language ability	applicants only [not required for those who have graduated or are expected to graduate from a Japanese university]	equivalent person who is able to objectively assess your Japanese language ability. Alternatively, a certificate issued by a Japanese language school is also acceptable.
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Note Required practical experience may vary according to the applicant's academic history including employment requirements. Refer to the School of Public Health's 'Entrance Exam Guidelines' for details.

## 7. Other important points

- (1) The Exam Card and Examinee Guidelines will be mailed to you in the self-addressed envelope described in 6(4)b. If you have not received them by three days prior to the exam, contact the Graduate School of Medicine's Administrative Division (see 6(3) above) for instructions.
- (2) Following the submission of application documents, changes to the documents or the refund of exam fees will not be allowed under any circumstances.
- (3) You can also attach any certificates from your immediate manager regarding the details of your work performed to date (format optional), along with any relevant research papers or reports, to the application documents listed in 6(4) above.
- (4) Those who wish to maintain their employment at a government office, school, hospital, or private company during enrollment are required to submit a consent form (format optional) from their employer when completing the admission procedures according to 5(3) above, to the effect that they will remain committed to their studies while enrolled.
- (5) International students are required to obtain the appropriate visa according to the Immigration Control and Refugee Recognition Act (Cabinet Order No. 319 of 1951) prior to undertaking the admission procedures.
- (6) Admission fees shall not be refunded under any circumstances following the completion of admission procedures.
- (7) Applicants with a physical disability who require special consideration or assistance during the entrance exam or after enrollment should contact the Administrative Division (see 6(3) above) when submitting their application.
- (8) Names, addresses, or other personal information obtained from applications will be used for: ① screening of applicants (application processing & screening); ② the announcement of successful applicants; and ③ tasks related to admission procedures. This personal information will also be used for: ① academic affairs (enrollment records, learning etc.); ② student support (health management, employment assistance, applications for scholarships and exemption from tuition fees, use of libraries, etc.); and ③ collection of tuition fees.
- (9) The University may retroactively cancel admission of any student who has falsified personal information or academic record in his or her application form.
- (10) The examination results used in the selection of entrants may be used in future studies for the improvement of both the entrance examination and the education at the University of Tokyo.

May 2017