Graduate School of Engineering, Nagasaki University Master's Degree Application Guidelines

2023, October Entrance (June Application)

Water and Environmental Science Program

Entrance Examinations for International Students

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Admission Policy of the Department of Advanced Engineering Graduate School of Engineering, Nagasaki University

1. Educational Philosophy and Aim of the Graduate School of Engineering

(Educational Philosophy)

As an educational and research base for advanced engineering which coexists with nature and commits to the sustainable development of human society, the Graduate School of Engineering will foster highly professional engineers and researchers who possess professional and interdisciplinary knowledge along with as high expertise across a wide range of engineering topics, and who will be able to play an active role in the international field. We will also contribute to promoting innovative science and technology of next generation through conducting pioneering and innovative research.

(Aim)

To develop in students professional and interdisciplinary knowledge along with high expertise across a wide range of engineering topics, and to cultivate their skills to explore and solve problems as well as their capabilities to conduct internationally pioneering research and development.

2. Educational Philosophy and Aim of the Department of Advanced Engineering of the Graduate School of Engineering

The educational philosophy of the Department of Advanced Engineering, the Graduate School of Engineering is as follows: "As an education and research base for engineering that contributes to the development of technological society in coexistence with nature, we foster engineers who possess highly professional and practical skills and who will be able to play an active role globally, and we also promote innovative research to create a diversified intellectual asset." We accept graduates mainly from the School of Engineering and nurture their skills as highly professional engineers and researchers who can meet the demands of industrial society. Therefore, our educational aim is to foster highly professional engineers and researchers who can meet the demands with a high degree of internationality.

3. Admission Policy of the Department of Advanced Engineering of the Graduate School of Engineering

The Department of Advanced Engineering expects its students to possess the following academic skills, competencies and attributes:

- High-level and fundamental academic skills in either discipline of engineering: Mechanical Engineering, Electrical and Electronic Engineering, Computer and Information Science, Structural Engineering, Civil and Environmental Engineering, Chemistry and Materials Engineering, Water and Environmental Science, or Frontiers of Marine Science Program.
- Willingness to contribute to the development of technological society that coexists with nature.
- Willingness to acquire advanced professional knowledge and skills as well as to conduct innovative research which will invent a wide range of intellectual asset.

- Sense of ethics and high security awareness required to be a highly professional engineer and/or researcher.
- Strong willingness to help respond to the demand of industry and society.
- Knowledge and skills to explore and solve problems across a wide range of engineering topics.
- Communication skills in a global context.

Appendix about the Screening Method

Evaluation methods for the required aptitude and its priority (most prioritized : ^(O), prioritized : ^(O))

Exp Examination Type	ected Competencies	High-level fundamental academic skills in engineering	Willingness to contribute to the developmen t of technologic al society that coexists with nature	Willingness to acquire advanced professional knowledge and skills as well as to conduct innovative research which will invent a wide range of intellectual asset	Sense of ethics and high security awareness required to be a high professional engineer and/or researcher	Strong willingness to help respond to the demand of industry and society	Knowledge and skills to explore and solve problems in a wide range of engineering topics	Communica tion skills in a global context
General Examination	Writing	Ô					0	\bigcirc
(Excluding Water and Environmental Science Program)	Submitted DocumentS	0					0	0
	Interview		0	0	0	0		0
General Examination/ Examination for	Oral Examination	O					0	0
International Students (Water and	Written examination (essay)	0					0	0
Environmental Science Program)	Interview		0	0	0	0		O
Admission Examination on Recommendation	Official Transcript	0					0	
(Excluding Water and Environmental	Oral Examination	0					0	
Science Program)	Interview		0	0	0	0		0
Examination for International Students (Excluding Water	Oral Examination	0					0	0
(Excluding Water and Environmental Science Program)	Interview		0	0	0	0		O

2023, October Entrance (June Application)

1. Number of Students to be Admitted

Field	Course	Number of Students to be Admitted
Department of Advanced	Water and Environmental Science Program	5
Engineering		

(Note) The number includes students admitted through the General Entrance Examination.

2. Eligibility for Application

Non-Japanese citizens (excluding those with Japanese permanent resident status) who fall into any of the following categories:

- ① Those who have completed (or will complete by September, 2023) 16* years of standard school education in countries other than Japan.
- ⁽²⁾ Those who have completed (or will complete by September, 2023) 16 years of standard school education, in Japan, through the completion of required correspondence courses conducted by authorized schools outside Japan.
- ③ Those who have completed (or will complete by September, 2023) 16 years of standard school education including undergraduate courses at a foreign educational institute in Japan recognized by the Ministry of Education, Culture, Sports, Science and Technology.
- ④ Those who have a degree equivalent to a Bachelor's degree or are expected to be conferred one by September 2023 by completing a course (*1) of more than 3 years at overseas universities or educational institute (*2).
- *1: completing correspondence courses in Japan by the said overseas educational institute or completing courses at an educational institute authorized as an educational institute by the said countries and designated in the preceding item
- *2: overseas universities or educational institute which are evaluated by those who are approved by the said country's government or government's related institute or which are designated by the Minister of Education, Culture, Sports, Science and Technology of Japanese Government
- (5) Those who have an academic degree equivalent to or higher than a Bachelor's Degree approved by this graduate school through individual preliminary screening and will be at least 22 years of age by September 30, 2023. (Refer to "3. Eligibility Preliminary Screening")

*If you have earned a bachelor's degree based on the standard educational system in your country, but have less than 16 years of education in total, please consult with the Student Affairs Section.

(Email Address: seisan_daigakuin@ml.nagasaki-u.ac.jp)

3. Preliminary Eligibility Screening

(1) Candidates applying under the "Eligibility for Application ⑤" must submit the following documents to the Student Affairs Division of the Graduate School of Engineering by April 14, 2023 (Fri).

Submission Documents	Note
Certified (original) copy of Graduation Certificate / Expected Graduation	Issued under the authority of the president of the university from which the applicant graduated. Copy of the diploma is not acceptable.
Official Transcript	Issued and officially sealed under the authority of the president of the university from which the applicant graduated. In addition, the grade scale, showing the grading system issued by the university, must be submitted.
Application for Preliminary Screening	Prescribed Application Form by this graduate school
Application Form	Prescribed Application Form by this graduate school
Certificate of Research Career	Prescribed certification form by this graduate school and verified by the head of the institution.
Outline of Research Content	Prescribed form by this graduate school

(*) Prescribed Application Form is available for downloading from the home page "The Graduate School of Engineering, Nagasaki University."- (URL : http://www.eng.nagasaki-u.ac.jp/english/contents/01_g_admission.html)

(2) The results of the Eligibility Preliminary Screening will be sent to candidates by April 27, 2023 (Thu). Those who are deemed eligible for application must follow the procedures set out in "4. Period of Application" and "5. Application Procedure."

4. Period of Application

From May 22, 2023 (Mon) to May 26, 2023 (Fri). In principle, all the following application documents must be scanned and converted to a PDF file and sent to the email address stated below by the deadline.

Also, the original (hard copy) must be posted by registered express mail.

Email Address: seisan_daigakuin@ml.nagasaki-u.ac.jp Postal Address: Student Affairs Section for the Graduate School of Engineering West District Division, Nagasaki University 1-14 Bunkyo, Nagasaki 852-8521, Japan

5. Application Procedure

Applicants must submit the following documents by the deadline.

Submission Documents	Note
Application Form (designated by the Graduate School of Engineering)	Except for those already submitted for the preliminary eligibility screening.
Photo Card / Admission Ticket / Payment Certificate for the Entrance Examination Fee (designated by the Graduate School of Engineering)	
Certified (original) copy of Graduation Certificate / Expected Graduation Certificate (written in Japanese or English)	Issued under the authority of the president of the university from which the applicant graduated or is expected to graduate. Except for those already submitted for the preliminary eligibility screening. Applicants who fall under eligibility category ④ and whose certificates do not indicate that the they have been awarded academic degree equivalent to Bachelor's Degree shall submit a degree conferral certificate separately.
Official Transcript (written in Japanese or English)	Issued under the authority of the president of the university from which the applicant graduated or is expected to graduate. Except for those already submitted for the preliminary eligibility screening In addition, the grade scale, showing the grading system issued by the university, must be submitted.
Entrance Examination Fee ¥30,000	 (Payment Period) From May 22, 2023 (Mon) to May 26, 2023 (Fri) (Payment Method) Access the E-payment site as below: Japanese: https://e-shiharai.net/ English: https://e-shiharai.net/ecard/ Note: Nagasaki University Graduate School is not listed on the "e-shiharai.net/english" page. On the Japanese page, click "大学院 (the graduate school)", then "全ての学校を表示する (Show all schools)", and then "長崎大学大学院 (国立大学法人) (Nagasaki University Graduate School (National University Corporation))". On the English page, click "Examination Fee". Please follow the instructions on the screen. The Entrance Examination Fee can be paid by either one of the following methods: convenience store payment Pay-easy ATM (payment at financial institutions) Pay-easy net banking, or other internet banking Credit card For the E-payment service English version, ONLY Credit card settlement is available. Any fees required for payment shall be borne by the payer. The transfer fee is different for each payment method, so please confirm the fee amount on the application screen.)
	(Payment Certificate) The following form must be attached to the slip titled "Payment Certificate for the Entrance Examination Fee" (hereinafter referred to as the "SLIP") for each payment method selected. In the case of (1) payment at a convenience store: After payment, cut along the dotted line of the "収納証明書(Certificate of Receipt)" part of the "取扱明細書(取扱明細書兼受領書) (Transaction Statement (Transaction Statement and Receipt))" that you received at the convenience store and affix it to the SLIP and submit it. In the case of (2) Pay-easy ATM (payment at financial institutions): After payment, affix the "ご利用明細票(Transaction Details Slip)" that you received to the SLIP and submit it. In the case of (3) Pay-easy net banking, or other internet banking , and (4) credit card: After payment, access the E-payment site, enter the [受付番号(Receipt Number)] and [生年月日 (Date of Birth)], and you will be notified when the process is completed. Click "照会結果(Inquiry Result)", print it out and then submit it along with the SLIP. Should you have any questions about the procedures of the E-payment service, click and check the "利用ガイド(user guide)" and "よくある質問 (Frequently Asked Questions)" on the Japanese page or "FAQ" on the English page of the service and contact the E-Service Support Center.

	(Phone: 0120-977-336(Domestic) +81-3-5952-9052(Overseas)/Email: e-customer@e- shiharai.net) If none of the above methods is available, please contact the Fund Management Team, Accounting and Procurement Division, Administration Department (Phone: 095-819-2060/
	 Email: sikin@ml.nagasaki-u.ac.jp). (Important Notice for your application) Your application will not be accepted if a payment certificate is not affixed or attached. In principle, the Entrance Examination Fee is not refundable. * Overseas students on Japanese Government (Monbukagakusho: MEXT) scholarship are not
The score sheet of "TOEIC® Listening & Reading Test", "TOEFL iBT®" or "IELTS"	required to pay the fee. The official score certificate is only valid if obtained within the past 3 years from the examination date (Applicants without any of those official score certificates are not eligible for taking the entrance <u>examination</u> .) The official score certificate will be returned enclosed along with the admission exam ticket. If any of the certificates listed on the left are not available in time, or if you are able to submit a recently obtained certificates other than those submitted at the time of application, please submit it to the Student Affairs Section by noon of the day before the examination.

(*) The prescribed Application Form is available for downloading from the home page of "Graduate School of Engineering, Nagasaki University". (URL : http://www.eng.nagasaki-u.ac.jp/english/contents/01_g_admission.html)

6. Application Precautions

- (1) In principle, changes to the content of applications are not permitted once application procedures have been completed.
- (2) Application documents shall not be returned.
- (3) Inquiries about the entrance examination should be made by e-mail or postal mail. When sending inquiries by postal mail, please be sure to enclose a self-addressed, stamped envelope for reply. Please note that inquiries by telephone will not be accepted.

(E-mail: seisan_daigakuin@ml.nagasaki-u.ac.jp)

7. Methods of Selection

Enrollees are selected through an interview, an oral examination, a short essay and English proficiency evaluation.

Questions are to be given and answered in English.

(1) Examination Date and Time

(Designated by the Graduate School of Engineering during the following period) From June 15, 2023 (Thu) to June 22, 2023 (Thu)

(2) Examination Venue

At the applicant's university or other places designated by the Graduate School of Engineering

(3) Criteria for Acceptance

Interviews, oral examinations, a short essays, and English proficiency are evaluated using the following methods, and successful applicants of each course are selected respectively in the order of their total scores. However, applicants must score a minimum of 60 points.

[Method of Evaluation]

Individual interviews are held by multiple examiners. ① to ③ below are added to give scores of up to a maximum of 100 points.

 Applicants are asked questions about their application documents and are evaluated on topics such as motives behind the application, motivation to study, general knowledge, and social skills (Maximum 20 points). ③ Applicants are evaluated on such things as academic ability, fundamental knowledge of the water environment, and English language ability by an essay and oral examination (Maximum 60 points).

subject	Scope of the Examination
Short essay	Applicants will be requested to write a short essay in English. The topic of the essay is to be related to the topic that the student plans to study in regard to the water environment or water treatment. The maximum essay length is two A4 pages. We will evaluate the short essay in regard to logic, correct use of technical terms as well as general English competence, to assess the student's academic ability, fundamental knowledge of the water environment, and English writing ability.
Oral examination	Applicants are asked questions in reference to the short essay, in order to evaluate whether applicants have the necessary academic ability, fundamental knowledge of the water environment, and English communication ability.

English proficiency will be evaluated based on the official score of "TOEIC® Listening & Reading Test", "TOEFL iBT®" or "IELTS" (Maximum 20 points).

The evaluation of English proficiency may be changed depending on the implementation status of "TOEIC® Listening & Reading Test Public Test," "TOEFL iBT®," or "IELTS." Please make sure to check on the website of the Graduate School of Engineering, Nagasaki University, for further notification.

(URL : http://www.eng.nagasaki-u.ac.jp/english/contents/01_g_admission.html)

(4) Use of Internet

Internet may be used for interviews and oral examinations. Interviews and oral examinations may be done online. Applicants who wish to be interviewed and examined online, must first contact their prospective academic advisors or the Student Affairs Section of the Graduate School of Engineering and send a resume and contents of their research <u>at least one month before the first day of the application period</u>.

(More detailed notifications will be given to each applicant separately.)

8. Notes on the Examination

- (1) Applicants must bring the Admission Ticket issued by the Graduate School of Engineering on the day of the examination.
- (2) Applicants must be at the designated rendezvous point 20 minutes before the examination starts. (Latecomers will not be permitted to take the examination.)
- (3) All cellular phones must be turned off before entering the examination room.
- (4) Applicants from distant areas need to plan the trip carefully in consideration of the possibilities of inconveniences caused by the weather conditions. The examination date may be postponed in case of an unforeseen event, such as a natural disaster, on the day of the examination.
- (5) In principle, no supplementary examination will be available. However, it may be conducted depending on the infection status of COVID-19 or in the case where a compelling reason is deemed to exist. In addition, in case of an unforeseen event, a re-examination may be conducted.

9. Announcement of Successful Applicants

July 20, 2023 (Thu) 10:00 (JST)

% Successful applicants will receive the notification of acceptance in PDF format via Email and an original posted later.

- X A list of successful applicants will be made available on the following Nagasaki University Graduate School of Engineering website from 10:00 on the same day.
 - (http://www.eng.nagasaki-u.ac.jp/english/contents/01_g_admission.html)
- % Results are not declared over the telephone.

10. Enrollment Procedures

Successful applicants must follow the enrollment procedures outlined below.

(1) Procedures Period

From August 30, 2023 (Wed) to September 1, 2023 (Fri)

The schedule of enrollment procedures may change if there is a time conflict with one's program schedule.

(2) Payment of Fees

Enrollment Fee • • • • ¥282,000

(Note) Enrollment fees shall not be refunded once paid.

- [Additional Information]
- ① Tuition Fee for 2023 (Annually): ¥535,800
 - (The first semester $\frac{267,900}{1000}$ / The second semester $\frac{267,900}{1000}$)
- ② Payment periods for the tuition fee will be as follows.
 - The first semester: April
 - The second semester: October
- ② If the tuition fee has been changed, the new tuition fee will apply from the date of revision.
- 4 The Exemption or deferment of the enrollment fee and tuition fee is possible.

*Details will be enclosed with the procedural documents to successful applicants.

(5) Admission and tuition fees are not required for international students supported by Japanese government (Monbukagakusho: MEXT) scholarships.

11. Reopened Recruitment

If successful candidates do not meet the number of accepting candidates, recruitment may be opened. Please contact the Student Affairs Division of the Graduate School of Engineering, Bunkyo District Affairs, for recruitment availability for additional candidates.

12. Handling of Personal Information

- (1) Obtained personal information is used for selecting enrollees. The personal information of successful applicants and enrollees is used for enrollment procedures and student registration.
- (2) The grades of the entrance examination and other personal information are used as the references for the recommendation of the 1st year scholarship students, as well as for the selection of the applicants for exemption of entrance fee and tuition fee.
- (3) Obtained personal information for the selection of enrollees and for the entrance examinations is also used in statistical surveys and research related to the selection of enrollees.
- (4) Obtained personal information for the selection of enrollees and for the entrance examinations is neither used for purposes other than the purposes mentioned above nor provided to third parties, except for the case as provided in Article 9 of "Act on the Protection of Personal Information Held by Independent Administrative Agencies."

13. For Applicants Requiring Disability-related Accommodations

Applicants with disabilities who require assistance or special care with their entrance examination as well as attending classes may consult with the Student Affairs Division of Graduate School of Engineering. The applicant (No specific form) should include the following information and be submitted along with a medical certificate by May 11, 2023. Applicants will never be negatively affected in the screening process by the results of an advance consultation. If necessary, an interview may be held with the applicant or the spokesperson from the university where the applicant received his/her last degree. Failing to apply in advance may result in no assistance provided.

The necessary information described on the application form

- (1) Category of the Entrance Examination and the name of the course applied for
- (2) Type and condition of disability(ies)
- (3) Description of assistance request with the entrance examination
- (4) Description of the assistance request after enrollment
- (5) The assistance service(s) received at the former academic institute
- (6) Additional information
- (7) Applicant's Name, Address, and Contact Phone Number (FAX Number)
- ☆ Nagasaki University Student Accessibility Office will support students and applicants with disabilities.

14. Security Export Control

Nagasaki University performs security export control based on the "Foreign Exchange and Foreign Trade Act" so that education and research contents of foreign students do not obstruct the maintenance of international peace and security. Please note that the applicants may be required to change their desired education and research content. In addition, please inquire for the details of each department.

15. Measures on the Novel Coronavirus Infection

Before submitting your application, you should be aware that the following measures may be taken depending on the situation of the spread of COVID-19. The examination date may be postponed, or the selecting method may be changed (Ex. Interviews may be conducted online) and an additional examination may be conducted. Furthermore, the postponement of the examination date will be announced on the website of the Graduate School of Engineering, Nagasaki University.

(URL : http://www.eng.nagasaki-u.ac.jp/english/contents/01_g_admission.html)

Diploma Policy

Master's Degree of Engineering will be conferred on a student who has been enrolled in the Graduate School of Engineering for more than two years, and who has earned the credits (more than 30 credits) prescribed in the educational program (refer to [1]). The student must also be recognized to have the following skills and attributes:

• Truly professional knowledge, diversified academic knowledge, professional practical skills, technical innovation skills and problem solving skills in either discipline of Mechanical Engineering, Electrical and Electronic Engineering, Computer and Information Science, Structural Engineering, Civil and Environmental Engineering, Chemistry and Materials Engineering, or Water and Environmental Science

- Willingness to contribute to the development of technological society in coexistence with nature
- · Highly professional practical skills and global perspectives

In addition to the above, the student's master's thesis must meet the requirements for a degree conferral (refer to [2]).

[1] A student who has achieved outstanding performance might be conferred degree even if he/she has been enrolled only for one year.

[2] The Master's thesis must be relevant to engineering and must have academic value in creativeness, applicability and demonstrability.

Curriculum Policy

• There are 7 specific programs available: Mechanical Engineering, Electrical and Electronic Engineering, Computer and Information Science, Structural Engineering, Civil and Environmental Engineering, Chemistry and Materials Engineering, and Water and Environmental Science. Each program defines its mandatory classes and elective classes depending on its study field and nurtures students' knowledge and skills in each discipline. Students can also acquire a wide range of interdisciplinary knowledge through taking classes offered by other programs or other courses (refer to [3]).

• "1) Advanced Fundamental Course", "2) Practical English Course" and "3) Practical Course for Engineers and Researchers" are the common courses regardless of which program the student is enrolled in. Each course will respectively nurture 1) fundamental knowledge of mathematics and physics, 2) communication skills in English and 3) basic knowledge of industry, intellectual property and environment. These common courses also aim to nurture students' willingness to contribute to the development of technological society as well as to develop their global perspective.

Academic achievement will be measured by submitted report, oral examination, writing examination, presentation and debate, depending on the contents of each course.

• "Program-Customized Special Course" will develop highly professional knowledge on each program as well as practical skills through participating in practical activities.

Academic achievement will be measured by submitted report, oral examination, writing examination, presentation and debate, depending on the contents of each course.

• "Advanced Specialized Course" will develop further professional knowledge and will cultivate excellent skills to create technology and to solve problems.

Academic achievement will be measured by submitted report, oral examination, writing examination, presentation and debate, depending on the contents of each course.

[3]: According to the students' interest

Please refer to the website of the Graduate School of Engineering, Nagasaki University for the Curriculum Policy of each program.

Research Focus of the Water and Environmental Science Program

Program	Research Focus
Water and Environmental Science	 Membrane-based water treatment technologies and analytical techniques to produce high-quality and reliable recycled water New materials such as new catalyst and nano-particle for water treatment Appropriate water and wastewater treatment technologies for developing countries Hydrosphere environment such as gulfs, lakes and reservoirs by onsite monitoring of hydrodynamic flow field and water quality, ecohydraulic computer simulation and molecular ecology Hydrology, water resources and remote sensing related to meteorology, disaster prevention and climate change Groundwater hydrology and geo-environment

Disclosure of Entrance Examination Score at the Graduate School of Engineering, Nagasaki University

The Graduate School will disclose the score of the October 2023 entrance examination upon request from the examinee.

1. Disclosure Validity Period

Admissions Category, etc.	Disclosure Validity Period	
Civil and Environmental Engineering Program	June 21, 2023 (Wed) - July 11, 2023 (Tue)	
(Entrance Examinations for International Students)		
Water and Environmental Science Program	Lulu 20, 2022 (Thus) Assessed 0, 2022 (Wes	
(Entrance Examinations for International Students)	July 20, 2023 (Thu) - August 9, 2023 (Wed)	

* Applications are accepted at the counter from 9:00 a.m. to 5:00 on the workday and also are received by Post.

2. Applicant

Only the examinee himself/herself.

3. How to apply

[At the counter]

Submit the "Request for Disclosure of Entrance Examination Score" form (Attachment 1) to the counter of the Graduate School of Engineering, Nagasaki University, upon presentation of the admission ticket for this graduate school.

The "Entrance Examination Score" form will be issued at the counter within 14 days from the date of receipt of the application form. (To receive it, you must present your admission ticket.)

[By Post] Residents in Japan (Exclude overseas residents)

The following documents must be mailed to the following address.

- 1 Request for Disclosure of Entrance Examination Score (Attachment 1)
- 2 The Admission ticket for the Graduate School (This will be returned with the "Entrance Examination" form).
- 3 Return envelope (long size type 3 envelope with your name, postal code, address, and 404 yen in postage stamps attached)

Mail to: 1-14 Bunkyo-machi, Nagasaki 852-8521

Student Affairs Section for the Graduate School of Engineering,

Nagasaki University, 1-14 Bunkyo-machi, Nagasaki 852-8521, Japan

We send the "Entrance Examination Score" form by registered mail within 14 days from the date of receipt of the documents.

4. Disclosure Details

Disclose the total score of the subjects taken by the applicant.

(Attachment 1)

年月日 Year / Month / Day / /

入試成績開示請求書

Request for Disclosure of Entrance Examination Score

工学研究科長 殿

To: Dean of the Graduate School of Engineering

請求者氏名 Applicant's name

令和5年度外国人留学生入試における成績について、下記のとおり開示を請求します。

I hereby request disclosure of the results of the 2023 entrance examinations as follows.

課程	博士前期課程			
	Master's Degree			
専攻	総合工学専攻			
Course	Department of Advanced Engineering			
入試区分	≪社会環境デザイン工学コース Civil and Environmental Engineering Program≫			
Entrance	□外国人留学生入試 Entrance Examinations for International Students			
Examination	≪水環境科学コース Water and Environmental Science Program≫			
	□一般入試 General Examinations			
Category	□外国人留学生入試 Entrance Examinations for International Students			
受験番号				
examinee				
number				
	$\overline{\tau}$ – (Zip Code)			
	(Address)			
請求者				
連絡先				
Contact				
	(email)			
	(TEL) — —			