

ADMISSIONS GUIDE FOR FOREIGN STUDENTS
GRADUATE SCHOOL OF ENGINEERING
(MASTER'S PROGRAM)
MURORAN INSTITUTE OF TECHNOLOGY

OVERSEAS APPLICATION

APRIL 2024



Admissions Department
Muroran Institute of Technology
27-1 Mizumoto-cho, Muroran, Hokkaido, Japan 050-8585
E-mail nyushi@mmm.muroran-it.ac.jp

< To Applicants >

- You must discuss your research theme thoroughly with a faculty member whom you want to be your supervisor before submitting your application. check the following URL about supervisors.
https://muroran-it.ac.jp/entrance/gsee/guidelines_gs/
- Muroran Institute of Technology has established the “Muroran Institute of Technology Security Export Control Regulations” in accordance with the “Foreign Exchange and Foreign Trade Act”, and rigorously screens foreign students. Foreign applicants who fall under any of the conditions set out in said regulations may be unable to enter their desired course or program.
- All dates and times stated in this guideline are based on Japan Standard Time.

On the Handling of Personal Information

Muroran Institute of Technology (MuroranIT) complies with Act on the Protection of Personal Information and other applicable ones and attempts to protect your personal information in accordance with MuroranIT’s Personal Information Management.

Personal information submitted to MuroranIT in the form of application documents will be used for selecting applicants for admission and as resources for reviewing the method for selecting applicants for admission. For admitted students, personal information will be used for registrar work (student registry, learning assistance, etc.) and student support (tuition exemption, scholarship, etc.).

Admission Policy

The basic philosophy of Muroran Institute of Technology is "to provide comprehensive science and engineering education, taking advantage of the environment of Muroran, a city rich in nature and manufacturing, to nurture future engineers and scientists, to develop creative science and technology research in harmony with people, society and nature, to serve as a center of knowledge in the local and international communities, and to contribute to the development of the society.

Based on this philosophy, educational goals, human resource development vision, degree awarding policy (diploma policy), and curriculum policy, in order to develop human resources equipped "expertise and interdisciplinary skills," "resilience and comprehensive perspective," and "sociality and communication skills" stated the development vision of the Master's and Doctoral Programs, the following individuals are sought, respectively.

(1) Graduate School of Engineering

1) Master's Program

1. Who have basic expertise equivalent to a bachelor's degree in science and technology
2. Who have a desire to acquire knowledge and information/data processing skills beyond their field of specialization in addition to their advanced expertise
3. Who have a desire to discover and solve diverse problems
4. Who have acquired a rich cultural background and are willing to collaborate with and contribute to the community and society at large.

2) Doctoral program

1. Who have expertise equivalent to a master's degree in science and technology
2. Who are willing to acquire broad knowledge beyond their specialized fields and practical research skills including information and data processing technologies, in addition to deepened and advanced specialized knowledge.
3. Who are willing to work on solutions of complex and difficult issues with comprehensive perspective.
4. Who have acquired a rich culture and advanced communication skills, and who are willing to collaborate with and contribute to the international and local communities at large.

(2) Student profile required for each Division in the Master's Program

1) Division of Sustainable and Environmental Engineering

In order to build a sustainable society in harmony with the environment in light of changes in the natural and social environment, the applicant should specialize in one of the following environment-related fields, have a desire to acquire knowledge and abilities beyond his/her field of specialization, and have the basic background to achieve these goals.

Research and development related to the creation of useful substances that make advanced use of chemical reactions and biological functions, the construction of systems that apply those substances and related phenomena, and the establishment of technologies to improve the living environment.

Research and development related to the construction, maintenance, and preservation of social infrastructure, including buildings and underground spaces, and disaster prevention

Research and development of planning, design, and construction for the creation of cities and residential spaces where people can live comfortably and safely

2) Division of Production Systems Engineering

By promoting and integrating fundamental research in the fields of aerospace aircraft and next-generation robots, which are the fruits of systems technology integration, the mechanical engineering fields that support these, and the physical properties and materials science fields required for the creation and development of advanced materials, we will create systems and develop elemental technologies that transcend conventional frameworks, thereby addressing environmental issues and Have the desire and basic knowledge to contribute to solving increasingly complex problems, such as energy issues.

3) Division of Information and Electronic Engineering

Systematic knowledge and expertise in the fields of information engineering and electrical and electronic engineering related to information systems and mathematical data science, electrical energy, communication systems, electronic devices, optical and quantum measurement technology, and control technology, as well as communication skills, teamwork skills, ethics, and self-learning abilities. And have the motivation and basic knowledge to carry out research and development in response to the needs of the society.

(3) Division of Engineering

The Division seeks a wide range of students who meet any of the following criteria

who have the desire and ability to tackle complex issues in a wide range of environmental and creative engineering fields to build a sustainable society in harmony with the environment, taking into account changes in the natural and social environment.

who have the desire and ability to tackle complex issues in the research and development of aerospace aircraft and next-generation robots that make full use of advanced systems technology, as well as in the advanced mechanical engineering and physical properties and materials science fields that support such research and development.

who have the desire and ability to tackle complex issues in the fields of information engineering and electrical and electronic engineering related to that intelligence and information systems, electrical and telecommunications systems, and electronic device measurement, which create high-value social and engineering functions.

(4) Basic policy of screening

The Master's and Doctoral Programs of the Graduate School of Engineering will implement various admission methods in order to seek diverse and individualistic students, placing emphasis on the following in the selection of applicants.

1) Master's Program

1. have basic knowledge equivalent to a bachelor's degree in a specialized field
2. have a willingness to acquire advanced specialized knowledge and to work on finding and solving diverse problems
3. basic ability to gather and disseminate information in English.

2) Doctoral Program

1. have knowledge equivalent to a master's degree in a specialized field
2. have a desire to acquire in-depth and advanced specialized knowledge and to discover and solve diverse and complex problems.
3. ability to collect and disseminate information in English, as well as communication skills to collaborate widely.

1. Number of Admissions

Division / Course (temporary name)	Number Of Admissions
Division of Sustainable and Environmental Engineering	A few
Course of Chemical and Biological Systems	
Course of Architecture and Building Engineering	
Course of Civil Engineering	
Division of Production Systems Engineering	
Course of Robotics and Mechanical Engineering	
Course of Aerospace Engineering	
Course of Physics and Materials Science	
Division of Information and Electronic Engineering	
Course of Computer Systemics	
Course of Innovative Infomatics (tentative name)	
Course of Electrical and Electronic Engineering	

Note: Course of Innovative Infomatics (tentative name) will be newly established in April 2024 in the Division of Information and Electronic Engineering.

Details will be announced on the official website as soon as they are finalized.

2. Eligibility for Application

The applicant has nationality other than Japanese, and lives in a country other than Japan, and satisfies one of the following conditions.

(1) The applicant must be a university or college graduate, or a candidate for graduation by March 2024. He/She must have completed at least 16 years of formal education or the equivalent outside Japan.

(2) The applicant needs to have completed 15 years of formal education outside Japan, and is recognized by the Graduate School of the Muroran Institute of Technology to have earned the required credits for graduation with excellent grades.

(3) An applicant who has been individually screened for admission eligibility by this institution's graduate school and has shown to have an equivalent or greater academic ability to that of a person with a university graduation, and who will have reached the age of 22 by March, 2024.

NOTE: Those who want to make an application under the above (2) or (3) need to submit a letter of application to the Admission Office (size: A4, form: free) as follow date.

Friday, June 23, 2023

3. Preliminary consultation

If you are physically challenged and need special assistance for entrance examinations and/or school attendance, you must make a request to Admission Office for the extra care in advance. Before the application period starts, please inform us of those above as soon as possible so that MuroranIT can prepare for and deal with your request. In addition, the Admission Office provides consultations for entrance examinations and school attendance throughout the year. You must also notify in advance if you use an acoustic aid, a wheelchair or other daily support tools in the same way.

4. Application Procedures

(1) Registration period

Monday, July 24, 2023 - Wednesday, August 2, 2023 (excluding Saturday and Sunday)

(2) Documents to be submitted

Documents to be Submitted	Remarks
(A) Application form	All items should be completed in full.
(B) Photograph	The photograph of applicant with upper body facing front should be taken within 3 months of the date of application (size 4 cm X 3 cm). Paste it in the designated space.
(C) Academic Transcripts	issued and sealed by the university or the school last attended.
(D) Letter of recommendation (Free format)	Each One of the letters from the president of the university last attended or a superior at work and another from supervisor the applicant seeks in Muroran Institute of Technology.
(E) Research Plan	A paper stating the applicant's research plan in master's course.
(F) Certificate of (Expected) Graduation (Original or Certified Copy)	The certificate of (Expected) graduation should be drawn up by the president of the university last attended. (A certificate issued by a public agency with the same contents as the original is also acceptable.)
(G) Statement of Purpose	The statement of purposes or reasons for applying for Master's course should be outlined in about 400 letters in your own handwriting.
(H) A Certificate of residence or a copy of a passport	submit a certificate of residence or a copy of your passport.
(I) Screening fee (JPY 30,000)	<p>In case of credit card Please enclose a printout of the payment completion e-mail with your application documents.</p> <p>In case of remittance The fee should be paid by telegraphic transfer, a copy of the application for remittance should be enclosed in the application documents to be submitted. The details can be confirmed in (4) How to Pay for the Screening Fee below.</p> <p>[Government-sponsored foreign students] The screening fee is unnecessary. Instead of the transfer payment certificate, a certificate of government-sponsored foreign student (free format) should be submitted (prepared by the school you are enrolled in.)</p>

NOTE:

- (a) The documents for above items (A), (E) should be written on the designated form of our institute.
- (b) The application documents shall be written in Japanese or English. Among them, those prepared by foreign schools or institutions shall be attached with Japanese or English translations.
- (c) Incomplete application documents will not be accepted.
- (d) A Supervisor you desire may not be available due to retirement, etc., so confirm available Supervisors in our official website: [https:// muroran-it.ac.jp/entrance/gsee/guidelines_gs/](https://muroran-it.ac.jp/entrance/gsee/guidelines_gs/)
- (e) Before going through application procedures, the applicant should seek the advice of his or her desired supervisors for the contents of education/study, etc.

(3) Submission of application documents

- a. Mail the original application documents by Express Mail Service provided by post offices.
- b. Notify us by e-mail that you have sent the application documents to the university.

Admissions Department, Muroran Institute of Technology
 27-1 Mizumoto-cho, Muroran, Hokkaido, Japan 050-8585
 E-mail nyushi@mmm.muroran-it.ac.jp

(4) How to Pay for the Screening Fee

- a. When you pay by credit card, please access the link below and fill in the necessary information.

<https://credit.j-payment.co.jp/link/creditcard?aid=123829&iid=13&lang=en>



- b. When you remit by bank, so that we can receive it by the deadline of application, following the instructions below.

- Telegraphic Transfer
- Advise and Pay
- Bank Transfer Fee : Payer's Responsibility

BANK ACCOUNT TO BE SENT	
Bank	NORTH PACIFIC BANK, LTD
Branch	NAKAJIMACHO BRANCH
SWIFT code	NORPJJP
Account No.	3968548
Account name	NATIONAL UNIVERSITY CORPORATION MURORAN INSTITUTE OF TECHNOLOGY
Screening fee	JPY 30,000

Payment period	Tuesday, July 18, 2023 - Tuesday, August 1, 2023
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(5) Points to keep in mind regarding the application procedures

(A) Except for the following reasons, the screening fee will not be returned:

In the case that the screening fee was paid, but no application documents were submitted nor received by the institute, or in the case that the screening fee was paid in duplicate. In either of these cases, request for the return of the screening fee as soon as possible. For details, check the official website of Muroran IT: https://muroran-it.ac.jp/entrance/isee/guidelines_is/ (in Japanese only)

For questions regarding the return of the screening fee, contact:

Admissions Department, Muroran Institute of Technology

27-1 Mizumoto-cho, Muroran, Hokkaido, Japan 050-8585

E-mail: nyushi@mmm.muroran-it.ac.jp

(B) The application will not be accepted if the screening fee has not been paid.

(C) No changes may be made in the division which applicant majors after the application has been accepted.

(D) Notify the Admission Office by phone, fax, or e-mail as soon as possible, if there are any changes to the contact information of the applicant.

5. Screening Procedures

The screening will be done on the basis of the application documents submitted.

6. Announcement of the Screening Result

10:00 a.m. on Friday, September 15, 2023.

The applicant numbers of successful applicants will be posted on the first floor of Building N of Education and Research Building No. 3, as well as on the official MuroranIT website regarding screening results. In addition, a notice will be sent to all successful applicants by mail. Unsuccessful applicants will not be notified.

7. Enrollment Procedures

Enrollment period:

Monday, January 15, 2024 - Friday, January 26, 2024

Applicants who have successfully passed the screening should prepare the necessary documents, and enrollment procedures during the dates listed above. Detailed information about the necessary documents, as well as the amount and payment method of the entrance fee and tuition fees, will be included in the enrollment information to be sent after the announcement of the successful candidates (Announcement is scheduled for until late January 2024.)

Entrance fee: JPY 282,000 [Expected amount]

Tuition fee [Reference]: JPY 267,900 [Expected amount]

(Yearly total: JPY 535,800 [Expected amount] to be paid in two installments in May and November.)

8. Information about the Institute

- (1) Muroran Institute of Technology is a national institute.
- (2) The Master's course is a two-year course. The degree will be awarded to those who have earned the required credits, submitted a research thesis and passed the oral defense of the thesis. Students can proceed to a three-year Doctor's Course after finishing a Master's Course.
- (3) Each major and subject in the master's degree program offers courses that students can complete by simply taking classes taught in English.
- (4) The academic year begins in April, and ends in March of the next year, the first semester runs from April to September, and the second from October to March.
- (5) Dormitory for Foreign Students: A limited number of students are permitted upon selection by the Institute to live there for one year only, if space is available.
- (6) Our graduate school generally does not allow dual enrollment.

9. The Exemption and Postponement of the Entrance Fee and Tuition Fee

- (1) The exemption of the entrance fee will be approved for:
Those who are admitted to our Graduate School, and for whom it is difficult to pay the entrance fee, and those whose academic performance is judged excellent.
- (2) Postponement of the entrance fee will be approved for:
Those who are admitted to our Graduate School, and for whom it is difficult to pay the entrance fee within the admission period, and whose academic performance is judged excellent.
- (3) Those whose application form for the exemption and postponement has been accepted do not need to pay, until its approval or non-approval has been decided. If the applicant pays the fee before the decision, their application for the exemption or postponement is nullified.
- (4) Those whose application form for the exemption and postponement has been accepted must pay the entrance fee in case of being declined after the registration.
- (5) Detailed information about the exemption and postponement of the tuition fee, will be included in the enrollment information to be sent after the announcement of the successful candidates. (Announcement is scheduled for until late January 2024.)

Request for Documents and Queries Concerning the Exemption and Postponement of the Entrance Fee and Tuition Fee should be addressed to:

Student Support Section, Academic Affairs Department, Muroran Institute of Technology
27-1 Mizumoto-cho, Muroran, Hokkaido, Japan 050-8585

E-mail : kousei@mmm.muroran-it.ac.jp, Office Hour:8:30 – 17:15 (except 12:00 – 13:00) (Weekdays only)