

### **Notes for Applicants to the International Graduate Program in Chemistry and Biotechnology**

**I, as an applicant in an International Program at the Graduate School Engineering, fully understand and agree to the terms and conditions indicated below.**

1. Applicants can apply to only one course for April or October 2023 in the International Programs at the Graduate School of Engineering, The University of Tokyo.
2. Applicants cannot be enrolled in other universities or other schools at the University of Tokyo at the same time as the Graduate School of Engineering.
3. Applications will not be accepted if the specified documents are not complete and in order by the submission date except in extreme, unavoidable circumstances (as determined by the Graduate School of Engineering). After the application process is complete, no changes to documents will be accepted and no documents will be returned, under any circumstances.
4. Those who wish to enter the university while still being employed are required to submit upon entry to the university, a Letter of Approval (in any format) from their employer (as long as the one who approves you holds a higher position than you, then the exact position does not matter) certifying that their “in office status” does not in any way interfere with them entering the university.
5. Persons with disabilities may require special consideration attending courses. Such persons are requested to contact the Department before the admission procedures.
6. Applicants must have a visa that will allow admission to a Japanese graduate school, as stipulated in the “Immigration Control and Refugee Recognition Act (Law No. 319, 1951)” before coming to Japan.
7. Under some circumstances, application procedures, examination dates, and other details may be subject to change.
8. Once paid, examination fees and admission fees will be non-refundable under any circumstances.
9. Personal information will be handled in accordance with “Act on the Protection of Personal Information Held by Independent Administrative Agencies” and “Rules and Regulations for the Proper Management of Personal Information Held by the University of Tokyo.”
  - (1) Personal information obtained through the application process, including the applicant’s name and address, will be used for: 1) Selection of applicants (application processing, selection); 2) Announcement of successful applicants; and 3) Admission procedures.
  - (2) The screening information used in the selection of entrants may be used in future studies to improve both the entrance examination and education at the University of Tokyo.
  - (3) Personal information from successful applicants will be used for: 1) Administrative purposes (school registration, core studies, etc.); 2) Student support (health management, employment support, applications for scholarships and exemptions from tuition fees, use of libraries, etc.); and 3) Operations related to the collection of tuition fees.
  - (4) In performing each of the aforementioned tasks, some duties will be carried out by this institution.
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.
11. If your application form and submitted documents include any false or misrepresented statements and/or information,

(including essays and portfolios prepared by other individuals, or submissions of copied information), we may cancel your enrollment, even after entering the school.

12. In case of an unexpected situation such as natural disaster, please note that information related to entrance examinations will be offered on the Graduate School of Engineering website.
13. It is required that you read carefully both application guidelines for Special English Graduate Program of Graduate School of Engineering and each program which you apply for.
14. Sign and submit this document. If it is not submitted, the application will not be accepted.

Printed name \_\_\_\_\_

\*Applicants with names in Chinese characters must include the characters below.

Name (in Chinese characters) \_\_\_\_\_

Signature \_\_\_\_\_

Signature Date (yyyy/mm/dd) \_\_\_\_\_

The University of Tokyo has established the “The University of Tokyo Security Export Control Regulations” in accordance with Japan’s “Foreign Exchange and Foreign Trade Act”, and rigorously screens potential international students on the basis of these regulations. Please be aware that international applicants who fall under any of the conditions set out in said regulations may not receive permission to enroll at the university or may have their research activities restricted.

Details can be obtained from the following website:

Office of Export Control

<https://www.u-tokyo.ac.jp/adm/export-control/ja/rule.html> (Japanese only)