Hokkaido University Faculty/School of Humanities and Human
Sciences Application Guidelines for Research Students in 2025
(International Students)

1. Admission Requirements and Enrollment Periods

To be admitted as a research student to the Hokkaido University Faculty/School of Humanities and Human Sciences, applicants must be university graduates or graduate school graduates. (Including prospective graduates.)
Students will enroll in either April or October.

2. Application Methods

To be admitted as a research student, the following three application steps must be completed: **A. Pre-inquiry (by the Pre-Admission Support System : PSS) → B. Online application (examination fee payment) → C. Submission of application documents (by post).**

When applying for admission, applicants must have 1 (one) academic member of the Faculty of Humanities and Human Sciences as a prospective supervisor. For information about academic faculty members, see the website of the Faculty/Graduate School/School of Humanities and Human Sciences below.
Faculty list: https://www.let.hokudai.ac.jp/en/research/staff-f

Note: For information about academic faculty members who will not be available to accept students in the academic year 2025, see the list titled *Academic Members of the Faculty of Humanities and Human Sciences* on page 8 of this application guidelines.

The application to obtain informal consent from prospective supervisor is made through the Hokkaido University Pre-Admission Support System, so do not contact your prospective supervisor directly.

The Pre-Admission Support System is an online system for applying for informal acceptance.
Please visit **the PSS** website for more details.

https://futuregrad.oia.hokudai.ac.jp/admissions/pss/

3. Application Procedures

A. Pre-inquiry **(Pre-Admission Support System：PSS)**

I. Pre-inquiry Period

➤ For enrollment in April 2025 → August 19 (Mon.) 8:30 am to August 23 (Fri.) 2024 5:00 pm (Japan Standard Time)

➤ For enrollment in October 2025 → February 10 (Mon.) 8:30 am to February 14 (Fri.) 2025 5:00 pm (Japan Standard Time)

II. Document Submission Methods and Required Documents

Document Submission Methods:

Upload all the documents listed from (1) to (4) to the Pre-Admission Support System.

※Documents submitted on the Pre-Admission Support System are only for informal approval and are not considered part of the application.

Required Documents:

Documents written in a language other than Japanese or English must be accompanied by Japanese translations.

(1) Research plan (Use the designated form. Fill it out on the computer. Handwritten forms will not be accepted. You can choose only one (1) supervisor. Second choice of supervisors is not allowed.)

(2) A letter of recommendation from the president, the dean of the undergraduate/graduate school, or supervisor at the last university attended (free format including the signature by professor or seal.)

(3) Certificate of graduation or certificate of expected graduation and transcript.

    1. Those who have already graduated from university in mainland China

       Upload documents in English 1) to 3) issued by CSSD (Centre for Student Services and Development, Ministry of Education, P.R. China). For documents 2) below, PDF versions of university-issued documents (Transcript in English) may be submitted only if the certificate is not issued by CSSD in time. If you have not earned a degree, upload a Word file stating that the degree has not been earned.

       1) Online Verification Report of Higher Education Degree Certificate

       2) Verification Report of China Higher Education Student's Academic Transcript

       3) Online Verification Report of Higher Education Qualification Certificate

       4) Others (optional)

    2. Enrolled in university in mainland China

       Upload documents in English 1) and 2) issued by CSSD (Centre for Student Services and Development, Ministry of Education, P.R. China). For documents 2) below, PDF versions of university-issued documents (Transcript in English) may be submitted only if the certificate is not issued by CSSD in time.

       1) Online Verification Report of Student Record

       2) Verification Report of China Higher Education Student's Academic Transcript

       3) Others (optional)

    3. Those who have already graduated from university outside mainland China

       Upload documents 1) and 2). In principle, digitally certified certificates should be uploaded. Only when digitally authenticated certificates have not been issued, then photocopied certificates may be uploaded. If the degree certificate and transcripts are combined in one document, upload the same documents for 1) and 2). If the certificate is a translated version, the original certificate (in a language other than English) should also be attached in the "3) Others (optional)" section.

       1) Certificate of Graduation or Diploma in English

       2) Academic Transcript in English

       3) Others (optional)

    4. Enrolled in university outside mainland China

       Upload documents 1) and 2). In principle, digitally certified certificates should be uploaded. Only when digitally authenticated certificates have not been issued, then photocopied certificates may be uploaded. If the certificate of enrollment and transcripts are combined in one document, upload the same documents for 1) and 2). If the certificate is a translated version, the original certificate (in a language other than English) should also be attached in the "3) Others (optional)" section.

       1) Certificate of Expected Graduation / Enrollment in English

       2) Academic Transcript in English

       3) Others (optional)

(4) Certificate of Japanese language proficiency.

  Ex. 1) a copy of a Japanese Language Proficiency Test score report.

  Ex. 2) a certification from your university or the Japanese language school you attended (free format with a signature from the professor, or an official seal)

  *Applicants who do not have their latest Japanese Language Proficiency Test score report on hand at the time of pre-inquiry may submit a screenshot or some other proof of that score report (only for pre-inquiry) but must submit an official copy of the score report when they post the application documents.

The only document that can be accepted in the PDF format of a screenshot is (4) Certificate of Japanese language proficiency.

Notes on Submission of the Required Documents:

- Applications submitted outside the pre-inquiry period will not be accepted.
- Download (1) designated forms from the website and fill them out on your computer. We will not accept handwritten documents or documents in forms other than the designated document formats.
- All the required documents listed from (1) to (4) above must be submitted completely; incomplete applications will not be accepted.
- All the documents must be in PDF format; other formats will not be accepted. In addition, blurred documents which cannot be identified will not be accepted.
- **The required documents must be prepared and submitted by applicants themselves. If a person other than the applicant is found to have prepared and submitted such documents, that applicant's provisional acceptance or admission may be revoked.**

III. Notification of Pre-inquiry Results

Screening results from prospective supervisors will be sent by email by the Pre-Admission Support System：The PSS within two weeks in principle.

  Applicants receiving their prospective supervisors' provisional acceptance during this pre-inquiry phase are entitled to proceed to the next online application phase.

  Note: A password for the online application will be sent to those who have received their prospective supervisor's provisional acceptance.

B. Online Application

  Application Period:

  ➤ For enrollment in April 2025 → October 21 (Mon.) 10:00 am to November 1 (Fri.) 2024 5:00 pm (Japan Standard Time)

  ➤ For enrollment in October 2025→ April 21 (Mon.) 10:00 am to May 2 (Fri.) 2025 5:00 pm (Japan Standard Time)

  Note: For information about application methods, see page 7 of the *Online Application* for these application guidelines.

C. Submission of Application Documents (by post)

  Deadline:

  ➤ For enrollment in April 2025 → No later than November 8 (Fri.) 2024 5:00 pm (Japan Standard Time)

  ➤ For enrollment in October 2025 → No later than May 9 (Fri.) 2025 5:00 pm (Japan Standard Time)

Note: Application procedures will be considered as completed upon arrival of application documents at the Student Affairs Section in the Faculty of Humanities and Human Sciences, Hokkaido University.

Please note that application procedures will not be considered as completed by online registration alone. Allow enough time to ship application documents to ensure that they will arrive in time and use a service such as registered mail that will enable you to track the delivery status of your documents.

Required Documents: Submit all the documents listed from (1) to (10) below.

Documents written in a language other than Japanese or English must be accompanied by Japanese translations. Submitted documents will not be returned.

(1) Application form prepared after online application

(2) Curriculum vitae prepared after online application

・If you have entered incorrect information in the online application, cross out the incorrect information with double lines and correct it by hand with red ink after printing.

(3) Certificate of graduation or completion, or proof of expected graduation or completion, from the university (or graduate school) you attended (Copies are not acceptable.)

Undergraduate students: Certificate of graduation, or proof of expected graduation, from the university you attended (Copies are not acceptable.)

Graduate students: Certificate of graduation from the university you attended, and certificate of completion, or proof of expected completion, from the graduate school you attended (Copies are not acceptable.)

Note: Applicants who graduated or are expected to graduate from Chinese universities (except Taiwan, Hong Kong, and Macau) must submit the following certificates in English issued by the CHSI: China Higher Education Student Information by email directly from CHSI to the Educational Affairs Office (kenkyusei@let.hokudai.ac.jp).

CHSI：(https://www.chsi.com.cn/en/)

※Please note that it could take a long time for the CHSI to issue documents. If your application documents do not arrive at us by the deadline, they will not be accepted.

Also be sure that there are 15 or more days left until the expiration date of the online verification at the time of its submission.

Former graduates: Online Verification Report of Higher Education Degree Certificate（中国高等教育学位在线验证报告 翻译件 in English）

Prospective graduates: Online Verification Report of Student Record（教育部学籍在线验证报告 翻译件 in English）

(4) Transcript from the university (and graduate school) you attended (Copies are not acceptable.)

Undergraduate students: Transcripts from the university you attended (Copies are not acceptable.)

Graduate students: Transcripts from the university and graduate school you attended (Copies are not acceptable.)

Note: Applicants who graduated or are expected to graduate from Chinese universities (except Taiwan, Hong Kong, and Macau) must submit the Transcripts in English issued by the CHSI：China Higher Education Student Information by email directly from CHSI to the Educational Affairs Office (kenkyusei@let.hokudai.ac.jp).

CHSI：(https://www.chsi.com.cn/en/)

※Please note that it could take a long time for the CHSI to issue documents. If your application documents do not arrive at the Student Affairs Section of Faculty of Humanities and Human Sciences by the deadline, that will not be accepted.

Also be sure that there are 15 or more days left until the expiration date of the online verification at the time of its submission.

(5) Letter of recommendation from the president, the dean of the undergraduate/graduate school, or supervisor at the last university you attended (Free format with a signature by president/dean or official seal. Copies are not acceptable.)

(6) Research plan (which includes your name and the same research theme as that in your application form.) Please attach a memo if you changed your research topic after consulting your supervisor.

(7) Certificate of Japanese language proficiency

　Ex. 1) Japanese Language Proficiency Test score report (Copies are acceptable, but screenshots are not acceptable.)

　Ex. 2) Certificate issued by the university or a Japanese language school you attended with signature of the professor or official seal. (Copies are not acceptable.)

(8) A copy of your bank book or certificate of bank balance which proves a deposited amount equivalent to approximately one million Japanese yen
- Applicants must prove that they can sustain themselves financially in Japan.
- If the bank balance is shown in a currency other than Japanese yen, the copy or certificate must be accompanied by a document showing the balance in Japanese yen (free format).
  Notes:
  1. Applicants must prove that they can remit from their home countries expenses including the enrollment fee (84,600 yen), tuition (356,400 yen/year) and living expenses.
  Approximately one million yen is necessary to start a life in Japan, including the amounts of money stated above.
  2. The stated enrollment and other fees are estimates and are subject to change.
  3. Applicants who have been granted a scholarship must submit a copy of the scholarship decision notification.
  4. If the account holder's name is different from the applicant's, a document must be submitted which states the relationship between the account holder and applicant (free format).

(9) Three photos (4 cm × 3 cm) *Please write your name back on the photos and check the details from the following link. http://www.immi-moj.go.jp/english/tetuduki/zairyuu/photo_info.html

(10) Copy of your passport (the page with your face photo only)

(11) A copy of the applicant's residence card (to be submitted only by non-Japanese currently residing in Japan)

4. Other

○Expenses to be paid by research students (planned)

Examination fee: 9,800 yen

Online application administrative fee: 500 yen

Enrollment fee: 84,600 yen

Tuition fees: first semester: 178,200 yen; second semester: 178,200 yen; total yearly sum, 356,400 yen
- The examination fee is non-refundable except in cases of double payment.

- The enrollment and tuition fees are non-refundable under any circumstances.

- Any changes in tuition fees will be effective as of the official date of the revision.

○Certificate of Eligibility

For new incoming international students accepted for enrollment, Hokkaido University will apply for issuance of a Certificate of Eligibility (for status of residence). For students whose have a "Status of Residence" other than "student," please contact our office directly for guidance.

○Housing for international students

Hokkaido University provides housing exclusively for international students. When accepted for enrollment, students will be informed of application procedures in early February or early August, depending on the application period.

5. Notes

(1) After you have submitted your documents for pre-inquiry, your prospective supervisor may ask you to submit a report or give you an assignment. You are allowed to communicate with your prospective supervisor only in these cases. Otherwise, we ask you not to contact supervisors directly unless otherwise specified.

(2) Applicants for Slavic-Eurasian Studies must complete a different set of procedures: Check the contact information of your prospective supervisor at the link below and contact the supervisor directly.
http://src-h.slav.hokudai.ac.jp/index-e.html

(3) Applicants for Ainu and Indigenous Studies must complete a different set of procedures: Contact the email address below directly.
Kyodo Shisetsu Section in the Faculty of Humanities and Human Sciences, Hokkaido University.
kyodo@let.hokudai.ac.jp

Inquiry concerning the Pre-Admission Support System:

Institute for International Collaboration,

International Affairs Department, Hokkaido University

Kita 8 Nishi 5, Kita-ku, Sapporo, Hokkaido, Japan 060-0808

Tel: +81-11-706-3370 Email: collabo@oia.hokudai.ac.jp

Inquiries concerning these application guidelines:

Student Affairs Section

Hokkaido University Faculty of Humanities and Human Sciences
Kita 10 Nishi 7, Kita-ku, Sapporo, Hokkaido, Japan 060-0810

Tel: +81-11-706-3005   Email: kenkyusei@let.hokudai.ac.jp

Note: Replies will not be sent to inquiries if the answers can be found in these guidelines.

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┌─────────────────────────────────────────────────────────┐
│                   Online Application                     │
│  (for Research Students in the Faculty/School of Humanities and Human │
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1. When applying via the website, please be sure to prepare a **printer** (to print the required documents) and an **email address** (to receive the confirmation email for examination fee payment. Mobile phone email addresses are not acceptable.)
   Please note that application procedures by application registration on the website alone will not be regarded as completed. If you are unable to apply via the website, please contact the Student Affairs Section.

2. How to apply
   (1) Access the online application site of Hokkaido University (http://e-apply.jp/e/hokudai-let/). Please confirm operation procedures and notes for application in advance.
   (2) Complete the online application form following the on-screen guidance.
   (3) When the input of the required items is correctly completed, a **completion email** will be sent to your registered email address.

3. Selection of payment methods and payment of enrollment examination fee
   (1) Following the on-screen guidance after completing the application, please pay the fee by one of the following three methods.
      I. Payment by credit card
      Please input the number/expiration date/cardholder's name/security code of your credit card.
      II. Payment by Pay-easy (bank ATM, Japan Post Bank ATM and internet banking), or at convenience stores, Japan Net Bank, or Rakuten Bank
      [In the case of Pay-easy]
      Please be sure to note the recipient institution number, customer number and confirmation number issued after the selection of payment institutions and pay at an ATM that allows Pay-easy transactions.
      [In the case of convenience stores]
      Please be sure to note the customer number and confirmation number or on-line settlement number issued after the selection of payment institutions and pay at a convenience store.
      [In the case of Japan Net Bank or Rakuten Bank]
      Please pay in accordance with the on-screen instructions.
      III. Payment by China Union Pay
      Input payment information such as bank account number, expiration date and password and pay in accordance with the on-screen instructions.
   (2) Depending on the organization used for payment, the information and methods necessary for payment are different, so please confirm the on-screen instructions.
      * For those who live overseas at the time of application, and who cannot pay by credit card or China Union Pay, please ask the person of your contact address in Japan to pay the fee on your behalf using methods I or II stated above.

4. Mailing of application documents
   (1) The printed application form prepared after online application via the website and other documents necessary for your application should be put in an envelope and an address label (printed together with the application form) should be put on the envelope. Please be sure to send it by registered postal mail allowing for sufficient time for it to arrive within the application period.
   (2) **Application procedures will be regarded as completed at the time of the arrival of all application documents at the Student Affairs Section in the Faculty of Humanities and Human Sciences, Hokkaido University.** Please note that application procedures by online application alone will not be regarded as completed. Application documents that arrive after the application period will not be accepted, therefore they should be mailed as early as possible.

文学研究院教員一覧
Academic Members of the Faculty of Humanities and Human Sciences

○・・・事前照会を受け付けることができる Professors who are available to accept students
×・・・事前照会を受け付けることができない Professors who are <u>not</u> available to accept students

専攻	講座	研究室	職名 Position	氏名 Name	2025年4月入学 For April 2025 entrance	2025年10月入学 For October 2025 entrance
人文学	哲学宗教学	哲学倫理学	教授	藏田 伸雄 KURATA Nobuo	×	×
			教授	佐野 勝彦 SANO Katsuhiko	×	×
			教授	田口 茂 TAGUCHI Shigeru	○	○
			教授	村松 正隆 MURAMATSU Masataka	○	○
			准教授	宮園 健吾 MIYAZONO Kengo	×	×
			助教	野村 恭史 NOMURA Yasushi	×	×
		宗教学インド哲学	教授	林寺 正俊 HAYASHIDERA Shoshun	○	○
			教授	宮嶋 俊一 MIYAJIMA Shunichi	○	○
			准教授	眞鍋 智裕 MANABE Tomohiro	○	○
	歴史学	日本史学	教授	川口 暁弘 KAWAGUCHI Akihiro	○	○
			教授	權 錫永 KWON Seok-yeong	○	○
			教授	谷本 晃久 TANIMOTO Akihisa	×	×
			教授	橋本 雄 HASHIMOTO Yu	○	×
			講師	吉田 拓矢 YOSHIDA Takuya	○	○
		東洋史学	教授	佐藤 健太郎 SATO Kentaro	○	○
			教授	吉開 将人 YOSHIKAI Masato	○	○
			准教授	梅村 尚樹 UMEMURA Naoki	○	×
			講師	末森 晴賀 SUEMORI Haruka	○	○
		西洋史学	教授	長谷川 貴彦 HASEGAWA Takahiko	×	×
			教授	松嶋 明男 MATSUSHIMA Akio	×	×
			教授	村田 勝幸 MURATA Katsuyuki	×	×
			教授	山本 文彦 YAMAMOTO Fumihiko	×	×
			准教授	安酸 香織 YASUKATA Kaori	×	×
		考古学	教授	高瀬 克範 TAKASE Katsunori	○	○
			准教授	國木田 大 KUNIKITA Dai	○	○
			助教	高倉 純 TAKAKURA Jun	×	×
			助教	中澤 祐一 NAKAZAWA Yuichi	×	×
	文化多様性論	文化人類学	教授	小田 博志 ODA Hiroshi	×	×
			教授	山口 未花子 YAMAGUCHI Mikako	×	×
			准教授	コーカー・ケイトリン・クリスティーン COKER Caitlin Christine	○	○
			助教	田中 佑実 TANAKA Yumi	×	×
		芸術学	教授	浅沼 敬子 ASANUMA Keiko	○	○
			教授	谷古宇 尚 YAKOU Hisashi	×	×
			准教授	今村 信隆 IMAMURA Nobutaka	○	○
		博物館学	准教授	久井 貴世 HISAI Atsuyo	○	○
			講師	卓 彦伶 CHO Yenling	○	○

専攻	講座	研究室	職名 Position	氏名 Name	2025年4月入学 For April 2025 entrance	2025年10月入学 For October 2025 entrance
人文学	表現文化論	欧米文学	教授	瀬名波 栄潤 SENAHA Eijun	×	×
			教授	竹内 修一 TAKEUCHI Shuichi	×	×
			教授	竹内 康浩 TAKEUCHI Yasuhiro	○	○
			教授	戸田 聡 TODA Satoshi	○	○
			准教授	小椋 彩 OGURA Hikaru	○	○
			助教	宮下 弥生 MIYASHITA Yayoi	×	×
		日本古典文化論	教授	金沢 英之 KANAZAWA Hideyuki	×	×
			准教授	野本 東生 NOMOTO Tosei	○	○
			准教授	南 陽子 MINAMI Yoko	○	○
			講師	小林 理正 KOBAYASHI Tadamasa	○	○
		中国文化論	教授	近藤 浩之 KONDO Hiroyuki	○	○
			教授	田村 容子 TAMURA Yoko	○	○
			講師	熊 征 XIONG Zheng	○	○
		映像・現代文化論	教授	応 雄 YING Xiong	×	×
			教授	押野 武志 OSHINO Takeshi	×	×
			教授	水溜 真由美 MIZUTAMARI Mayumi	×	×
			准教授	川崎 公平 KAWASAKI Kohei	×	×
	言語科学	言語科学	教授	李 連珠 LEE Yeonju	○	○
			教授	加藤 重広 KATO Shigehiro	○	×
			教授	佐藤 知己 SATO Tomomi	×	×
			教授	野村 益寛 NOMURA Masuhiro	○	×
			教授	藤田 健 FUJITA Takeshi	○	×
			准教授	菅井 健太 SUGAI Kenta	○	○
			准教授	蔦 清行 TSUTA Kiyoyuki	○	○
人間科学	心理学	心理学	特任教授	安達 真由美 ADACHI Mayumi	×	×
			教授	川端 康弘 KAWABATA Yasuhiro	○	○
			教授	河原 純一郎 KAWAHARA Jun-ichiro	×	×
			准教授	小川 健二 OGAWA Kenji	×	×
			准教授	金子 沙永 KANEKO Sae	×	×
			准教授	田辺 弘子 TANABE Hiroko	×	×
			助教	鶴見 周摩 TSURUMI Shuma	×	×
			助教	森本 琢 MORIMOTO Taku	×	×
	行動科学	行動科学	教授	大沼 進 OHNUMA Susumu	×	×
			教授	高橋 伸幸 TAKAHASHI Nobuyuki	×	×
			教授	竹澤 正哲 TAKEZAWA Masanori	×	×
			教授	結城 雅樹 YUKI Masaki	○	○
			准教授	高橋 泰城 TAKAHASHI Taiki	○	○
			准教授	瀧本 彩加 TAKIMOTO Ayaka	×	×
			助教	中島 晃 NAKAJIMA Akira	×	×
	社会学	社会学	教授	櫻井 義秀 SAKURAI Yoshihide	×	×
			教授	樋口 麻里 HIGUCHI Mari	×	×
			教授	平澤 和司 HIRASAWA Kazushi	×	×
			准教授	伍 嘉誠 NG Ka Shing	○	○
			講師	平松 誠 HIRAMATSU Makoto	○	○
			助教	清水 香基 SHIMIZU Koki	×	×
	地域科学	地域科学	教授	笹岡 正俊 SASAOKA Masatoshi	○	○
			教授	橋本 雄一 HASHIMOTO Yuichi	×	×
			教授	宮内 泰介 MIYAUCHI Taisuke	×	×
			准教授	上野 真由美 UENO Mayumi	×	×
			准教授	高橋 昂輝 TAKAHASHI Koki	×	×
			准教授	林 琢也 HAYASHI Takuya	×	×

備考:本表は2024年4月1日現在の一覧であり、入学時まで教員が在籍していることを約束するものではない。
Attention: This is current as of April 1, 2024. We cannot guarantee that all academic staff will be in their current positions for the next entrance period.

Notes: 教授 = professor, 准教授 = associate professor, 講師 = lecturer, 助教 = assistant professor, 特任教授=specially appointed associate professor, 特任助教=specially appointed assistant professor

人文学 = Humanities: 哲学宗教学 = Philosophy and Religious Studies, 哲学倫理学 = Philosophy and Ethics, 宗教学インド哲学 = Religious Studies and Indian Philosophy, 歴史学 = History, 日本史学 = Japanese History, 東洋史学 = Oriental History, 西洋史学 = Occidental History, 考古学 = Archaeology, 文化多様性論 = Cultural Diversity Studies, 文化人類学 = Cultural Anthropology, 芸術学 = Aesthetics and History of Art, 博物館学 = Museum Studies, 表現文化論 = Cultural Representations, 欧米文学 = European and American Literature, 日本古典文化論 = Pre-modern Japanese Literature and Culture, 中国文化論 = Sinology, 映像・現代文化論 = Visual and Modern Culture, 言語科学 = Linguistics

人間科学 = Human Sciences: 心理科学 = Psychology, 行動科学 = Behavioral Science, 社会科学 = Sociology, 地域科学 = Regional Sciences