



Academic Year 2023
Application for Enrollment in International Graduate
Program in Global Education Studies (I-GES)

Application Guidebook
for Doctoral Program Admission
(October Entrance)
2nd Round Recruitment

March 2023

Graduate School of Education
Tohoku University

Admission Policy

The Graduate School of Education, Tohoku University

The main objective of the Tohoku University Graduate School of Education is to contribute to the development of the various sciences related to education, while training researchers and highly skilled professionals in the fields of education. Here at the Graduate School of Education, students and researchers are also encouraged to conduct logical and practical research in teams in order to overcome individual boundaries, while also pursuing their own personal field of study. The highly prestigious Doctoral Program attracts students from both Japan and abroad, and from various walks of life, such as academic and other professions.

At the Tohoku University Graduate School of Education, we aim to provide students with a firm foundation in the field of education while teaching them how to sensitively respond to social demands and to discover and solve education-related problems. Each year, we select new individuals, equipped with the necessary skills to fulfill our academic ideals and objectives for our various departments.

The International Graduate Program in Global Education Studies (I-GES)

As part of the Future Global Leadership (FGL) Program at Tohoku University, the Graduate School of Education has been offering an international program called I-GES (Doctoral Program), specifically targeting students who aspire to become global researchers or highly skilled professionals. I-GES seeks students with the following aspirations of becoming researchers and highly skilled professionals to contribute to future education development:

- A strong desire to grasp the multilayered challenges of education in a globalizing society, conduct research at an international level, and contribute to policy-making and implementation by using the values and logic required by contemporary society, from interdisciplinary and international perspectives of school education, adult education, international educational development, and multicultural education.
- The will to contribute to analyzing and solving practical problems of education, by implementing a cross-disciplinary curriculum and courses that enable them to learn collaboratively through discussions and local fieldwork.
- The eagerness to cultivate international communication skills in a global environment, including mutual exchange of faculty and students based on agreements with partner universities and departments.

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Application Information

I. Program Overview

I-GES, which was launched in 2023 and is conducted exclusively in English, was developed as part of the FGL Program at Tohoku University. The I-GES Doctoral Program offers professional development opportunities for students who aspire to take on global leadership roles in the area of education. Those who wish to complete the I-GES Doctoral Program must be enrolled for at least three years and acquire a minimum of 9 credits of coursework. An international joint supervision system is applied in this program. The degree of Ph.D. in Education is conferred upon completion of the program.

II. Application Overview

1. Admission Screening Method

I-GES conducts an admission screening method for evaluating whether applicants have sufficient research and English proficiency to receive supervision and take English-taught courses in this program. The admissions committee accepts students based on submitted documents and through an interview examination.

Each applicant should obtain a professor's consent to be his/her prospective academic advisor before starting the application process. Please refer to the list of faculty members (p.9). For inquiries about the e-mail addresses of potential advisors, please contact sed-iges@grp.tohoku.ac.jp.

2. Number of Students to be Admitted

Graduate School	Department	Admission Category	Quota
Graduate School of Education	Comprehensive Educational Science	International Graduate Program in Global Education Studies (I-GES)	A few

3. Application Qualifications

The applicants must fulfill one of the following requirements.

- (1) Those who possess or expect to possess a master's or professional degree by September 2023.
- (2) Those who have been granted or expect to be granted a master's degree, a professional degree, or an equivalent degree outside of Japan by September 2023.
- (3) Those who have been granted or expect to be granted a degree equivalent to a master's degree or a professional degree within Japan through correspondence courses administrated by an overseas school by September 2023.
- (4) Those who have obtained or expect to obtain a degree equivalent to a master's degree or a professional degree through completion of courses offered at an educational institution in Japan that is deemed to have courses offered by an overseas graduate school according to the educational system of that country and also has been designated by the Ministry of Education, Culture, Sport,

Science and Technology of Japan (MEXT) by September 2023.

- (5) Those who have completed or will complete a program at the United Nations University and have received or will receive a master's degree or an equivalent degree by September 2023.
- (6) Those who were enrolled in overseas educational institutions, graduate schools, or United Nations University, passed the tests or screenings stipulated in the standards for the Establishment of Graduate Schools (Ordinance No.28 of 1974 from the Ministry of Education) and are expected to have academic abilities equal to or greater than those who have completed a master's degree. Those expecting to receive degrees by the end of September 2023 will be given consideration.
- (7) Those who have been accredited by MEXT (Public Notice of the Ministry of Education No.118 of 1989).
- (8) Those recognized by the Graduate School of Education as possessing scholastic attainment equivalent to or above those with a master's degree or a professional degree in Education and will be 24 years old by the end of September 2023.

Note: Applicants eligible according to "3. Applicants Qualification" (7) or (8) should contact us (sed-iges@grp.tohoku.ac.jp) in advance to confirm their eligibility.

4. Application Schedule

Application Schedule	Dates and Period
Application period	April 24, 2023-May 10, 2023
Application fee payment	May 2, 2023
Interview	2:00 p.m., June 7, 2023
Final announcement of successful applicants	6:00 p.m., June 21, 2023

Note 1: Applications will be accepted from 9:00 a.m. to 4:00 p.m. (except from 12:00 a.m. to 1:00 p.m.) during the above period. All dates above are in JST.

Note 2: Applications must be delivered to the I-GES office no later than May 10, 2023. Applications received after the deadline will not be considered.

Note 3: Application documents sent via registered mail or EMS will be accepted during the above application period.

III. Application Procedures

Application Procedures	Reference
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3. Fill Out Documents and Complete the Application	p.6

1. Download and Prepare Application Documents

Please access [the I-GES website](#) to start preparing your application.

➤ List of application documents

Prepare all necessary documents from the following table (All: All applicants; Optional: necessary, if applicable). Application documents must be written in English or Japanese. For documents marked with *, please use the prescribed forms on the I-GES website. For details about preparing each document, please refer to the “Directions” column.

Document Types	Required Documents	Directions	
(1) Applicant Information	*Application form	➤ On the prescribed form, state your reasons for wanting to come to the Tohoku University Graduate School of Education including what you have previously studied.	All
	*Curriculum Vitae	➤ Use the forms specified by the I-GES office.	All
	Passport	➤ A digital copy of your passport (the page with your photo and all pages with personal information including your visa status) must be submitted. Please ensure that your passport is not expired.	Optional
	Resident Card	➤ If you are a domestic applicant with a nationality other than Japanese, please submit copies of both sides of your Resident Card.	Optional
(2) Graduation/Degree certificate	Certificate of Graduation/ Degree or expected Graduation/Degree	➤ Original documents or certified true copies of graduation/degree certificates issued by the dean of the university from which you graduated are acceptable at the time of application.	All
		➤ Please submit Japanese or English certificates . If it is not possible to have Japanese or English certificates issued by your university, translate the documents, have them notarized to certify that the translation is accurate, and submit the notarized documents.	

		➤ Those who have not yet graduated at the time of application but expect to graduate from a university before September, 2023 can submit a certificate of expected graduation prepared by their home university. If your university does not have a format for expected graduation, please use the template on our website and ask your registrar's office/home department office to customize it as needed, fill it out, and sign it.	
(3) Academic Transcripts	Transcripts of academic record	➤ Original documents or certified true copies of academic transcripts are acceptable at the time of application.	All
		➤ Please submit Japanese or English transcripts . If it is not possible to have Japanese or English transcripts issued, translate the transcripts, have them notarized to certify that the translation is accurate, and submit the notarized documents.	
		➤ All courses taken in the master's program must be included in the academic transcript.	
(4) Research Achievements	Summary of master's thesis	➤ Please submit a summary of your master's thesis in English. It should be approximately 1000-1500 words in length. If you went to a professional school that did not require a master's thesis, please substitute a paper that you think is your best representative work in place of the master's thesis.	All
	Abstracts of research papers or equivalents	➤ If you have some research papers etc. other than a master's thesis, please submit up to two abstracts .	All
(5) Proof of language proficiency	Score report of TOEFL®Test or IELTS Academic	➤ TOEFL®Test: 79 or higher	Optional
		➤ IELTS Academic: 6.5 or higher	
		➤ TOEFL®Test or IELTS must have been taken within 2 years from the application deadline.	
		➤ Applicants who are native speakers of English are not required to submit the score report.	
(6) Research Field	* Research plan	➤ Please refer to the list of faculty members (p.9) and select one in your desired research field. Then please submit your research plan using the designated form posted on the I-GES website. It should be approximately 2000 words in length.	All
(7) Letter of recommendation	Written recommendation	➤ A recommendation letter should be written and sealed by a supervising faculty member or equivalent from your university (any format).	Optional

(8) Application Fee Payment	Confirmation of Application Fee Payment	➤ Please be reminded that you are required to pay 30,000 yen by May 2, 2023 , and submit a copy of the receipt of your application fee payment.	All
(9) Exam Admission Ticket	*Admission Ticket for entrance examination	➤ Use the forms specified by the I-GES office.	All
(10) Checklist	Checklist of Application Documents for I-GES Program	➤ Please check the boxes to confirm you have enclosed the appropriate documents (p.10) .	All

Note 1: The documents required for domestic and overseas applicants differ. Moreover, please note that applicants with Japanese nationality and applicants with nationalities other than Japanese need to submit different documents.

Note 2: Incomplete applications cannot be accepted. After we receive your application documents, no corrections are permitted.

Note 3: All certificates and the academic transcript must be the original documents. Photocopies, digital files, and printed documents from digital files are not considered.

Note 4: If you provide multiple English skill scores, we will calculate and use the highest score.

2. Complete Payment of the Application Fee

Payment of the application fee must be completed from either inside or outside Japan BEFORE submitting the application (May 2, 2023). Applications from candidates who have not paid this fee will not be accepted. Once-paid application fees cannot be refunded under any circumstances.

- Payment should be completed by ATM or Internet Banking Transaction:
 - 1) Sender's name should be the applicant's name in Katakana.
 - 2) A copy of the ATM transaction statement or evidence of Internet Banking Transaction should be affixed to the "Confirmation of Application Fee Payment" form.
 - 3) Bank transfer fees should be paid by the applicant.
 - 4) Only domestic bank transfer is accepted.

Amount (金額): 30,000 yen

Payment Deadline (納入期限): May 2, 2023

Bank (銀行): Mitsubishi UFJ Bank (三菱 UFJ 銀行)

Bank Code: 0005

Branch (支店): Wakatake-Branch (わかたけ支店)

Branch Code: 809

Account Type (預金種別): Savings account (普通)

Account Number (口座番号): 2259021

Account Holder (口座名義): Kokuritsu Daigaku-houjin Tohokudaigaku (国立大学法人東北大学)

Account Holder in Kana (カナ): ダイ トウホクダイガク

- This banking information is only valid within Japan. If you live overseas, please contact the I-GES office in advance.

3. Fill Out Documents and Complete the Application

Notes on completing the application:

- All application documents must be received no later than May 10, 2023.
- Application documents and application fees are not returned or refunded. If you are submitting documents such as certificates that cannot be reissued and therefore want them returned to you, please notify the I-GES office when you submit your application.
- Application documents must be completed for you to qualify to be screened. If we contact you concerning your application, please follow our instructions immediately.
- Submission of false or inaccurate statements or documents will result in your application or admission being revoked.
- Once fees have been paid and documents have been received, they will not be returned.
- All application documents should be sent together by registered mail or EMS to the following address:

Educational Affairs Section

Graduate School of Education, Tohoku University

27-1, Kawauchi, Aoba-ku, Sendai, Miyagi 980-8576, Japan

IV. Examination Overview

1. Screening schedule

Screening schedule	Period
Notice of interview examination sent to applicants	May 17, 2023
Interview dates	2:00 p.m., June 7, 2023
Announcement of successful applicants	6:00 p.m., June 21, 2023

2. Screening methods

Screening Methods	Notes
Interview	➤ The interview will be conducted in English through an online video conference system on June 7, 2023.
	➤ Applicants are required to make an oral presentation on their previous research achievements (such as master's thesis) and future research plan, and also may be asked basic questions regarding their research field in the interview.
	➤ The I-GES office will notify and send the interview guidelines after receiving your application documents by email.

3. Notification of results

Notification of Selection Results: Around 6:00 p.m., June 21 (Wed), 2023

Note: The results of the interview screening will be announced on the I-GES website according to the above schedule. All applicants will be notified of the selection results via the I-GES office email address (sed-iges@grp.tohoku.ac.jp).

V. Enrollment procedures

“Enrollment Procedures” require successful applicants to complete two steps within the designated period below. First, payment of the “admission fee”, and second, submission of documents required for enrollment.

Enrollment schedule	Period
Admission fee	By Early September, 2023

Successful applicants are requested to pay the following fees at the time of registration:

(a) Admission Fee: ¥282,000

(b) Tuition Fee: ¥ 267,900 (half of the annual tuition fee ¥535,800)

Note 1: (a) and (b) are provisional. In case the tuition fee is revised during your period of study, you will be charged the revised tuition fee from the date of revision.

Note 2: (a) Successful applicants are requested to pay admission fee at the time of registration.

Successful applicants who are currently enrolled in Tohoku University Graduate School of Education are not required to pay the admission fee.

Note 3: (b) Tuition should be paid within the designated period after the enrollment.

Note 4: Information on the waiving of admission or tuition fees, or permission to defer payment to a later date, etc., will be provided in the enrollment procedure documents sent after the notification of results.

Note 5: Detailed information related to the enrollment procedures will be provided in the enrollment documents after the announcement of successful applicants.

Note 6: In case the applicants fail to complete the enrollment procedures within the designated period, the admission will be revoked regardless of any reason.

VI. Long-Term Course Program

We have adopted a Long-Term Course Program for students who have difficulty completing the course in the normal 3 years due to concurrent employment, housework, caregiving and so on. Though the Doctoral Program normally lasts 3 years, it can be extended to 6 years. Those who wish to extend their period of study from 3 years to 6 years may apply to enroll as Long-Term Course Students. Note that the maximum period of residency for the Doctoral Program is 6 years. Those who wish to enroll in the Long-Term Course Program must follow the instructions in the notification of acceptance, which will be delivered by mail after the announcement of acceptance, and submit the prescribed documents when conducting the other entrance procedures.

Coursework for students who are deemed eligible for the Long-Term Course Program is set in accordance with the curriculum and time schedule for regular students. The annual tuition fee for long-term course students is calculated as follows: the total amount of tuition fees for the standard term of study (3 years) is divided across the full length of the extended term of study (6 years). For details, please contact the I-GES office.

VII. Handling of Personal Information

- 1) All personal information submitted by applicants for the admission procedures will be used solely for academic purposes, such as the selection of applicants, enrollment procedures, post-enrollment student support and academic advice.
- 2) Personal information used to screen applicants will be handled with care as per Tohoku University's regulations on personal information protection and will not be disclosed to any third party without the applicant's consent.
- 3) Please note that all applicants are assumed to agree to the terms above.

List of Faculty Members

Position	Name	Research Themes
Associate Professor	TANIGUCHI, Kazuya	Curriculum for a new era based on a multicultural society; class and test creation to “improve academic performance”
Associate Professor	MATSUMOTO, Dai	Adult and community education; community learning centres; life history and lifelong learning
Associate Professor	LIU, Jing	Improving equity and quality in public education; education and Sustainable Development Goals (SDGs4) in the post-2015 development agenda; school education in the SDG era; internationalization of higher education: international education and development
Professor	SUEMATSU, Kazuko	Intercultural education; international education in higher education; internationalization of education
Associate Professor	TAKAHASHI, Mino	Building a multicultural society; social education; human rights education
Associate Professor	WATABE, Yuki	Internationalization of higher education; international student mobility; international education

【Notes】

1. In the case of unforeseen circumstances (natural disasters, etc.) that make conducting the examination difficult on the prescribed schedule and necessitate urgent contact with the applicants, the information will be announced on the I-GES website.
2. If students need to be concerned for examination and study, please contact the I-GES office by Monday, April 10, 2023.

Contact

Graduate School of Education, Tohoku University
 Address: 27-1, Kawauchi, Aoba-ku, Sendai, Miyagi 980-8576, Japan
 Tel: +81-22-795-6115
 E-mail: sed-iges@grp.tohoku.ac.jp (Dr. Lei CAO)

Checklist of Application Documents for I-GES Program

Please check the boxes to confirm you have enclosed the appropriate documents. If any required documents are missing, your application will not be considered.

	①	Application form	All applicants
	②	Curriculum Vitae	All applicants
	③	Passport	Optional
	④	Resident Card	Optional
	⑤	Certificate of Graduation/Degree or expected Graduation/Degree	All applicants
	⑥	Transcripts of academic record	All applicants
	⑦	Summary of master's thesis	All applicants
	⑧	Abstracts of equivalent research papers	All applicants
	⑨	TOEFL [®] Test / IELTS Academic Score report	Optional
	⑩	Research plan	All applicants
	⑪	Written recommendation	Optional
	⑫	Confirmation of Application Fee Payment	All applicants
	⑬	Exam Admission Ticket	All applicants
	⑭	Checklist of Application Documents	All applicants



Make a check (✓) next to each item to indicate you have enclosed it.

I have enclosed the above checked documents.

Name: _____

Signature: _____

Date: _____