

Application Guidelines for 2012 Admission

Master's Program in Medical Science Graduate School of Medicine Fukushima Medical University

(This is a translation of the original Japanese version. The Japanese version is authoritative and always takes precedence over this version.)

1. Admission Capacity

Program & Course	Enrollment Capacity	Admission Capacity
Master's Program in Medical Science { Course of Medical Science { Course of Social Medicine & Behavioral Science { Course of System Medical Engineering	10	10

Refer to page 8 for the outline of each course.

2. Entrance Examination Schedule

	August Registration	January Registration
Application Period	July 25 (Mon) – July 29 (Fri), 2011	January 6 (Fri) – January 13 (Fri), 2012
Examination Date	August 26 (Fri), 2011	January 23 (Sat), 2012
Announcement of Result	September 22 (Thu), 2011	February 16 (Thu), 2012

3. Qualifications for Application

Applicants must have one of the following qualifications.

There may be cases where foreign applicants who have received school education in Japan can be qualified for application even if they don't meet the conditions below. For further information concerning your eligibility, please contact Student Affairs Division, Entrance Examination Section.

- (1) Those who have graduated or expect to graduate from a university by March 2012.
- (2) Those who have received or expect to receive by March 2012 a Bachelor's degree from the National Institute for Academic Degrees and University Evaluation.
- (3) Those who have completed or expect to complete 16 years of school education by March 2012.
- (4) Those who have completed or expect to complete, by March 2012, 16 years of school education in countries other than Japan by completing a correspondence course provided by a school in the said country while residing in Japan.

- (5) Those who have completed or expect to complete, by March 2012, a course of study at a foreign educational facility which is located in Japan and is authorized as a university to provide undergraduate courses in the school education system of the said foreign country (a graduate of which must have completed 16 years of school education in the school system). The course of study must match one of those designated by the Minister of Education, Culture, Sports, Science and Technology.
- (6) Those who have completed the specialized courses at a vocational school (limited to courses whose duration must be four years or more and which must be fulfill other conditions stipulated by the Minister of Education, Sports, Science and Technology) on or after the date specified by the Minister, or those expect to compete such courses by March 2012.
- (7) Those who have been approved by the Minister of Education, Culture, Sports, Science and Technology (as stipulated in Ministry Bulletin No.5 in 1953).
- (8) Those who have been enrolled in a university graduate school in accordance with Article 102, Paragraph 2, of the School Education Law and who are recognized by Fukushima Medical University Graduate School as having the academic ability to pursue the master’s degree program.
- (9) Those who have been enrolled in a university for three years or longer (including those whose education is estimated equivalent by the Minister of Education, Culture, Sports, Science and Technology) and who are recognized by Fukushima Medical University Graduate School as having acquired specified credits with excellent academic record.
- (10) Those who have been recognized by the graduate school of Fukushima Medical University in its individual qualification screening process as having a scholastic ability equivalent or superior to a university graduate and who at least are 22 years old by March 31 in 2012.

4. Preliminary Screening for Qualification

Those whose qualification for application are under (8), (9) or (10) above must submit in person or send the required documents (specified in the Section (2) below) and undergo a screening for qualification in advance.

(1) Application Period for Preliminary Screening

August Registration: July 11 (Mon) – July 15 (Fri), 2011

January Registration: December 12 (Mon) – December 16 (Fri), 2011

Reception Time: 9:00 AM – 17:00 PM ((Except Saturday & Sunday)

In the case of mailing, the documents must be sent by registered mail and “Application for the Master’s Program of the Graduate School” must be written in red ink on the front of the envelope. The documents must reach the office no later than the appointed day above.

(2) Application Materials

(i) For applicants whose qualification for application comes under (8) or (9)

Required Materials	Notes
Application Form for Preliminary Screening	Prescribed form
Certificate of Enrollment Period, issued by the	Only applicants currently attending university

educational institute currently attended	
Academic Transcript, issued by the educational institute currently attended	Only applicants currently attending university Documents must be sealed by educational institute.
Reference Material from the Educational Institute Last Attended	Documents describing qualifications of admission, requirements for graduation, courses of study etc.

(ii) For applicants whose qualification for application comes under (10)

Required Materials	Notes
Application Form for Preliminary Screening	Prescribed form
Certificate of Graduation or Expected Graduation	Issued by the educational institute last attended
Academic Transcript	Transcript issued and sealed by the educational institute last attended
Reference Material from the Educational Institute Last Attended	Documents describing qualifications of admission, requirements for graduation, courses of study etc.
Statement of Research Activities and Achievements (only for relevant applicants)	Only for applicants who have been engaged in research at universities, or research institutes or other facilities Prescribed form
Copies of main research papers and presentations (only for relevant applicants)	Research achievements including research papers, books, research presentation can be submitted for consideration

The applicants may be required to submit documents or certificates other than those listed above when necessary for screening.

(3) Screening Procedure

Preliminary screening for qualification will be made on the basis of submitted application materials. In the process of screening, it is possible that applicants may be requested to have an oral examination (interview) when necessary for screening.

(4) Notification of Results

Applicants will be notified of the results of the Preliminary Screening for Qualification by mail prior to the application period.

(5) Office of Application

Entrance Examination Section
Student Affairs Division

Fukushima Medical University
 1 Hikarigaoka, Fukushima-shi
 Fukushima 960-1295 JAPAN
 Tel +81-24-547-1093 (direct line)

5. Application Procedure

(1) Application Period

August Registration: July 25 (Mon) – July 29 (Fri), 2011

January Registration: January 6 (Fri) – January 13 (Fri), 2012

Reception Hours: 9:00 AM – 17:00 PM ((Except Saturday, Sunday & holiday)

In the case of mailing, the application materials must be sent by registered express mail and must reach the office no later than the last appointed day above.

(2) Office of Application

Entrance Examination Section
 Student Affairs Division
 Fukushima Medical University
 1 Hikarigaoka, Fukushima-shi
 Fukushima 960-1295 JAPAN
 Tel +81-24-547-1093 (direct line)

(3) Application Materials

All application materials must be enclosed in the envelope attached to this booklet.

Required Materials	notes
Application Form	Prescribed form
Photo Identification Card	Prescribed form
Examination Admission Card	Paste a photograph on the space provided on the card. The photograph should have been taken within three months prior to application and should be 4cm long by 3cm wide, clearly displaying a frontal, hatless view of the upper part of the body.
Statement of Application Purpose	Prescribed form or equivalent document created by personal computer or other device
Certificate of Graduation or Expected Graduation	Certificate of completion or expectation to complete the degree, issued and sealed by the educational institute last attended Applicants who qualify under (2) must submit certificate of Bachelor's degree conferment or certificate of receipt of an application form for Bachelor's degree conferment. The applicants who have already submitted this certificate for Preliminary Screening for Qualification do not have to submit it again.
Academic Transcript	Transcript issued and sealed by the educational institute last attended The applicants who have already submitted this certificate for Preliminary Screening for Qualification do not have to submit it again.
Employer's Permit to Take Examination	Prescribed form completed by the applicant's superior or the director of the institute or organization where the applicant is currently employed
Application Fee	30,000 yen

	After paying the fee by Japanese postal transfer, paste the Receipt of Payment on the specified space on the Application Form. Post office transfer fee is to be paid by the applicant.
Certificate of Foreign Resident Registration	International students must submit the Certificate of Foreign Resident Registration.
Envelope for Delivery of Examination Admission Card	Affix a stamp/stamps for 350 yen, and write full name, address and postal code on the attached envelope for delivery of Examination Admission Card.

- Notes: (i) Incomplete or incorrect materials will not be accepted.
(ii) Admission can be canceled even after matriculation if any of application materials are falsified or fabricated.
(iii) Application materials submitted on applying and application fee once paid will not be returned.

6. Selection Procedure

The applicants will be selected based on comprehensive evaluation of the results of essay and oral examination and the information given in the submitted application materials.

7. Examination Date, Time and Place

Date	Examination Subject	Time	Place
August Registration August 26 (Fri), 2011	Written Examination (Essay)	10:00 - 11:30	School of Medicine Fukushima Medical University
January Registration January 21 (Sat), 2012	Oral Examination (Interview)	13:00 -	

8. Examination Instructions

- (1) On the day of examination, without fail, bring your examination admission card. If you forget to bring your card, go to the examination headquarters, explain and get another card. Because the card is also necessary at the admission procedure, keep it carefully after the examination.
- (2) Examinees must be in the examination room by 9:30 AM to receive examination instructions.
- (3) Examinees who are late will be admitted to the examination up to 20 minutes after the start of the written examination. Time for examination will not be extended.
- (4) Turn off cell phones before entering the examination room.
- (5) The only things allowed on the desk during the examination are: examination admission card, writing instruments and watch (with no function other than a watch).

9. Announcement of Successful Applicants

August Registration: 10:00 AM on September 22 (Thu), 2011

January Registration: 10:00 AM on January (Thu), 2012

- (1) The examinee numbers of successful applicants will be posted on the bulletin board in front of the Student Affairs Division on the second floor in the Administration Building. Official notification of result will also be issued and mailed with admission documents and instructions for its procedure to successful applicants.
- (2) The examinee numbers of successful applicants will also be posted on the website of Fukushima Medical University: <http://www.fmu.ac.jp/> .
- (3) Inquiries by telephone will not be accepted.

10. Admission Procedure

Complete the admission procedures at the admission office within the period of admission. (Successful applicants will be individually notified of detailed information about admission procedures.)

(1) Period of Admission Procedure

February 20 (Mon) – February 24 (Fri), 2012

Reception Hours: 9:00 AM – 17:00 PM (Except Saturday & Sunday)

In the case of mailing, the required documents and certificates for admission must be sent to the office indicated below by registered express mail and must arrive before the end of admission period.

(2) Admission Fee and Tuition

(i) Admission Fee: 282,000 yen (tentative fee. Payment must be made at time of admission.)

(ii) Annual Tuition: 535,000 yen (tentative fee. Payment is made in two installments: April and October.)

Note: The amount of Admission Fee and Annual Tuition are subject to change. If the tuition is revised after enrollment, the revised amount will be applied from the time of the revision.

(3) Office for Admission Procedures

Educational Affairs Section

Student Affairs Division

School of Medicine

Fukushima Medical University

1 Hikarigaoka, Fukushima-shi, Fukushima 960-1295, Japan

Tel: +81-24-547-1095 (direct line)

11. Important Notes Concerning Admission Procedure

- (1) Any materials submitted for admission procedures and admission fee once paid will not be returned.
- (2) If applicant has not completed the admission procedure within the specified period, she or he will be considered to have declined admission.
- (3) If successful applicant can not graduate from university or can not have Bachelor's degree conferred, admission will be cancelled even after the applicant has completed admission procedures and has been enrolled.

12. Handling of Personal Information

Personal information such as applicant's name, gender, date of birth, address etc. provided in application materials is used only for the purpose of entrance examinations, admission procedures, and scholarship applications, student-supporting affairs and study guidance after enrollment.

Admission Guide

1. Aim and Mission

The aim of this Master's program at Graduate School, based on high level medical science and advanced scholarship, is to provide a concentrated course in medical science for students who have diverse knowledge and ideas from study in fields other than medicine. From 2012, there will be three courses: Medical Science, Social Medicine and Behavioral Science, and System Medical Engineering. Integrating academic knowledge of these fields, the program will foster talented men and women who will be leading researchers and educators in various fields connected with medicine and medical care and will nurture those with high level specialties.

2. Program and Course

(1) Program and Standard Duration of Study

This is a Master's program officially requiring two years for completion.

3. Degree Conferment

In order to receive a Master's degree, students are required to enroll in the program for two years or longer, complete the prescribed course of subjects, submit a master's thesis based on their original research, and successfully pass a review of the thesis and the final examination.

4. Scholarship Fund

Scholarship from the Japan Student Services Organization is available. If students are unable to receive the scholarship from this organization, they may be eligible for the scholarship provided by Fukushima Medical University.

5. Tuition Exemption System

Graduate students who, for financial reasons, have severe difficulties in paying their tuition fees and have excellent academic records may be eligible for tuition exemption.

6. System for an Extended Period of Study

Students who, because of regular employment or for other reasons, are unable to complete the course work in the prescribed two years, may apply for an extension, which the system will allow.