

Shibaura Institute of Technology, Innovative Global Program Special Enrollment Selection
Application Guideline 【2024 Fall Enrollment】

1. Admission: 2024 Fall Enrollment

Name of College	Program name	Degree	Maximum student intake*
College of Engineering	Innovative Global Program (IGP)	Bachelor of Engineering	9

* The total number of students for Fall 2024, based on both the 1st and 2nd admission opportunities, will be 9.

2. Admission policy

The objective of our university, based on the philosophy of our founders, is to cultivate global citizens of science and engineering who learn from the world and contribute to the world. The Innovative Global Program (IGP) fosters individuals with critical thinking skills and the ability to solve various global problems. We aim to achieve a sustainable society by nurturing individuals who have the capacity to become such global citizens. Accordingly, the types of students which the IGP seeks are described below, and the selection will be based on these criteria.

Those who:

- (1) can gather information, think critically and creatively, and communicate with others in English
- (2) have already acquired higher academic skills in mathematics and science
- (3) appreciate cultural differences and respect diversity
- (4) are willing to embrace challenges
- (5) have a strong interest in learning through research-based study

3. Application eligibility

The applicant must meet one of the requirements below to be eligible to apply for the Shibaura Institute of Technology (hereafter referred to as "SIT").

- Completion of secondary education at an accredited (by WASC, CIS, ACSI, etc.) international school in Japan or overseas, or
- Completion of secondary education with an International Baccalaureate, Abitur, GCE A-Level, or
- Completion of secondary education within the Japanese education system, either in Japan or overseas, with English proficiency sufficient to perform university-level study and research in English.

In addition, the applicant must take/have taken Mathematics, and either Physics or Chemistry in secondary school. Some laboratories designate either physics or chemistry as a requirement. (See "4. Requirement for science subject designation")

4. Requirement for science subject designation

If the applicant wishes to choose the following laboratories, the applicant must take/have taken the designated science subject. For all laboratories except those listed below, you must have taken either physics or chemistry.

Major	Name of laboratory	Science subject designated
Applied Chemistry	Polymer FabTech Lab (Toyosu), Kumkum AHMED	Chemistry
	Nanostructured Systems Laboratory (Omiya) Izabela RZEZNICKA (Head)	Chemistry
	Chemical Engineering Laboratory (Toyosu) YOSHIMI Yasuo (Head), Aaryashree	Chemistry
Computer Science	Mobile Multimedia Communications Laboratory (Toyosu) KAMIOKA Eiji (Head), PHAN Xuan Tan	Physics
	Systems Software Laboratory (Toyosu) SUGAYA Midori (Head), Tipporn LAOHAKANGVALVIT	Physics
	Applied Perception Laboratory (Toyosu) Peeraya SRIPIAN	Physics
	Philosophy of Science Laboratory (Toyosu) Jimmy AAMES	Physics
Materials Science	Physics in Multiple Extreme Conditions Laboratory (Omiya) ISHII Yasuyuki (Head), Dita Puspita SARI	Physics
Mechanical Engineering	Optimal System Design Laboratory (Omiya) HASEGAWA Hiroshi (Head), BUI Ngoc Tam	Physics

5. Application schedule

Timetable

2024 Fall 1 st Admission opportunity	Online Application Period	November 14, 2023 – December 4, 2023, 23:59 (JST)
	Notice of 1 st Screening Results	January 11 2024
	Online interview * ZOOM Interview for 1 st Screening successful candidates	February 8, 2024 – February 29, 2024* (Excluding February 16 – February 24) <i>*Designated Date/Time within the above period</i> <i>The interview includes oral examination on fundamental subjects such as Mathematics and Science (Physics or Chemistry), and a presentation on the topic which the applicant wishes to study in the IGP.</i> <i>Your interview Date/Time will be designated and notified individually. Please be noted that your interview schedule cannot be changed.</i>
	Notice of Admission Decision	March 22, 2024
2024 Fall 2 nd Admission opportunity	Online Application Period	March 1, 2024 – March 15, 2024, 23:59 (JST)
	Notice of 1 st Screening Results	April 12, 2024
	Online interview * ZOOM Interview for 1 st Screening successful candidates	April 22, 2024 – May 21, 2024* <i>*Designated Date/Time within the above period</i> <i>The interview includes oral examination on fundamental subjects such as Mathematics and Science (Physics or Chemistry), and a presentation on the topic which the applicant wishes to study in the IGP.</i> <i>Your interview Date/Time will be designated and notified individually. Please be noted that your interview schedule cannot be changed.</i>
	Notice of Admission Decision	June 7, 2024

(Note)

- The application must be completed within the online application period, including payment of the application fee.
- The Admission Section will notify the results of the first screening to all applicants by TAO message, and will notify the details of the online interview process to those who pass the first screening.

6. Application procedure

Submit your application using the [TAO User Manual](#).

Please select “English” as the language and proceed to “Create a New Account” displayed at the TAO top page (follow the link below)

URL: https://admissions-office.net/ja/applicant/sign_in

7. Selection of Laboratory for 2024 Fall Enrollment students

• Please select your lab preference from first to fifth choice from the options. If you select only a first-choice lab and no second, third, fourth or fifth choice, you must select “No second choice,” “No third choice,” “No fourth choice,” and “No fifth choice” from the options. Likewise if you select only first- and second-choice labs, you must select “No third choice,” “No fourth choice,” and “No fifth choice” from the options. No change of laboratory will be accepted after the application documents have been submitted.

• Even if your overall score in the second screening reaches the acceptance threshold, there is a possibility that we might not be able to accept you for any number of reasons, such as laboratory capacity. Accordingly, the more laboratories you select, the more likely it is that you will be accepted.

Also, please note that the following laboratories are not accepting students for AY 2024. You will not be able to select the following laboratories as your preferred laboratory.

Major	Laboratory	Supervisor
Applied Chemistry	Laboratory of Molecular Assemblies (Omiya)	HORI Akiko (Head) Gary J. RICHARDS
Civil Engineering	Mobility and Infrastructure Laboratory (Toyosu)	LE Yiping (Head)
Electrical Engineering	Field Robot Laboratory (Toyosu)	HASEGAWA Tadahiro (Head)
Materials Science	Functional Materials Laboratory (Toyosu)	SAKAI Naomichi (Head)
	Design of Multifunctional Smart Materials for biomaterials (Toyosu)	LEE So Yoon (Head)

Applicants can select laboratories listed in following link excluding the above-mentioned.

URL: <https://igp.shibaura-it.ac.jp/people/faculty.html>

8. Written Responses for Admissions Questions and Application documents

Please note that applications may be rejected if the documents are incomplete and the deficiencies are not resolved by the end of the application period.

Items required <Target person >	Type	Submission method or requirement
Written Responses for Admissions Questions <All Applicants >	Response input to TAO	Please write a logically organized, clear, concise, well-supported response to each of the four questions in the corresponding section of the “Admission Questions and Submission materials” form of TAO.
Photo <All Applicants >	JPEG	Please upload a photo to the corresponding section of the “Submitted Documents” form of TAO. <ul style="list-style-type: none"> ·The photo should be taken within 3 months before application (Upper body, Front, No hat, No frame) ·Recommended size: VGA (Video Graphics Array) 640×480 ·For successfully enrolled applicants, the photo will also be used for the student ID. Please note that changing the photo is not allowed after application.
Residence Card and Passport Copy <Residence card is required for foreign students living in Japan. Copy of passport is required for all foreign students.>	PDF (Scan Data)	Please upload these documents to the corresponding section of the “Submitted Documents” form of TAO. <Passport > <ul style="list-style-type: none"> ·Submit scanned data of the page which has the face photo. ·If you cannot upload your passport for a certain reason, please contact the Admission Section. <Residence Card > <ul style="list-style-type: none"> ·Submit scan data of the front side of the card.
Certificate of graduation or Certificate of expected graduation from secondary school <All Applicants >	PDF (Scan Data)	Please upload the document to the corresponding section of the “Submitted Documents” form of TAO. <ul style="list-style-type: none"> ·If you cannot upload a Certificate of graduation or Certificate of expected graduation from your secondary school, ask your school to send it via email or send it to the mailing address below via registered courier service, such as DHL, FedEX, OCS or EMS, so that it will reach us within the application period. ·If the Certificate is issued in a language other than English, please attach an English translation.
Academic transcript	PDF (Scan Data)	Please upload the document to the corresponding section of the “Submitted Documents” form of TAO.

<p>< All Applicants ></p>		<ul style="list-style-type: none"> · If your Academic transcript is issued in a language other than English, please attach an English translation. · Your transcript has to include all the subjects you took during your secondary school (not only science subjects such as math and physics) · Please upload your transcript for at least three years of your secondary school. If you cannot submit a transcript of the last three years from secondary school, please include a record of grades from educational institutions attended prior to secondary school. · Academic transcripts should be submitted on a 0-100 scale. If this is not possible at your school, please specify how to convert to the 0-100 scale. · If you cannot upload your Academic transcript, ask your school to send it via email or send it to the mailing address below via registered courier service, such as DHL, FedEx, OCS or EMS, so that it will reach us within the application period. Please note that documents received after the end of the application period will not be accepted.
<p>Certificate of standardized tests < If you already have any scores ></p>	<p>PDF (Scan Data)</p>	<p>Please upload the documents to the corresponding section of the “Submitted Documents” form of TAO.</p> <ul style="list-style-type: none"> · Standardized tests conducted around the world including SAT, ACT, the National College Entrance Examination in China (GAOKAO) and others. Please contact the SIT Admission Section if you have a Certificate of a standardized test other than those mentioned above. If you have a Certificate of a standardized test such as GAOKAO written in a language other than English, please attach an English translation. · If you took an IB or AP course at your secondary school or if you have a GCE A-Level score, please upload your certificates or transcripts as well. · If you cannot upload a Certificate of standardized tests, request the testing organization to send it to the mailing address below via registered courier service, such as DHL, FedEx, OCS or EMS, so that it will reach us within the application period. Please note that documents received after the end of the application period will not be accepted.
<p>Certificate of English proficiency submitted by School < Candidates from</p>	<p>PDF (Scan Data)</p>	<p>Please upload the document to the corresponding section of the “Submitted Documents” form of TAO.</p> <ul style="list-style-type: none"> · Candidates from English-speaking international schools must have their certificate of English proficiency submitted by their school. · If you have studied for less than three years in an international school

<p>English-speaking international schools></p>		<p>with English as the medium of instruction, you are required to submit an official certificate of English proficiency test. See ## Certificate of English proficiency tests ##.</p> <ul style="list-style-type: none"> · If you cannot upload a Certificate of English proficiency from your school, ask your school to send it to the mailing address below via registered courier service, such as DHL, FedEx, OCS or EMS, so that it will reach us within the application period. Please note that documents received after the end of the application period will not be accepted.
<p>Certificate of English proficiency tests <Candidates outside of English-speaking international schools></p>	<p>PDF (Scan Data)</p>	<p>Please upload the document to the corresponding section of the “Submitted Documents” form of TAO.</p> <ul style="list-style-type: none"> · Candidates outside of English-speaking international schools must submit an official TOEFL-iBT, IELTS or TOEIC L&R/S&W (4 skills) score issued within two years prior to the first day of the application period. · If you cannot upload your Certificate of English proficiency test, ask your school or testing organization to send it to the mailing address below via registered courier service, such as DHL, FedEx, OCS or EMS, so that it will reach us within the application period. Please note that documents received after the end of the application period will not be accepted.

<Address>

Admission Section, 2nd floor of the Centennial main building, Shibaura Institute of Technology,
Toyosu, Koto-ku, Tokyo, 135-8548, JAPAN

<Contact>

SIT Admission Section: nyushi@ow.shibaura-it.ac.jp

9. Application fee

JPY 35,000

In principle, once paid, the application fee is non-refundable*.

*Excluding MEXT scholarship recipients

10. Notice of final result

Via TAO and Email

*SIT will not be able to respond to any inquiries regarding acceptance or rejection.

*If forgery or false statements in the application are discovered after the Notice of acceptance, the acceptance will be cancelled.

11. Admission procedures

To be informed to successful candidates

12. Waitlisted applicants

Depending on the results of the examinations, some applicants might be on the waiting list for enrollment. We will inform eligible applicants of the procedures for the waitlisted applicants on the day of the final result announcement.

13. The IGP tuition fee

Tuition fees & Other fees (JPY) ※3

	1 st year		2 nd year		3 rd year		4 th year	
	1·2 Quarter	3·4 Q	1·2 Q	3·4 Q	1·2 Q	3·4 Q	1·2 Q	3·4 Q
Enrollment fee	¥280,000	-	-	-	-	-	-	-
Tuition	¥599,500	¥599,500	¥599,500	¥599,500	¥649,500	¥649,500	¥649,500	¥649,500
Maintenance fee	¥141,500	¥141,500	¥141,500	¥141,500	¥141,500	¥141,500	¥141,500	¥141,500
Student Association fee ※1	¥3,940	¥3,940	¥3,940	¥3,940	¥3,940	¥3,940	¥3,940	¥3,940
Supporters' Organization Enrollment fee ※2	¥10,000	-	-	-	-	-	-	-
Supporters' Association fee ※2	¥15,000	¥15,000	-	¥15,000	-	¥15,000	-	-
Alumni fee	-	-	-	-	-	-	-	¥40,000
Total	¥1,049,940	¥759,940	¥744,940	¥759,940	¥794,940	¥809,940	¥794,940	¥834,940

Note:

※1). Student association fees are subject to revision each year, so the amount may change.

※2). If you are an international student, you will be exempt from paying the Supporters' organization enrollment fee and Supporters' Association fee.

The definition of "international student" is someone whose status of residence is "studying abroad."

※3). Please note that the tuition fee and other fees will be changed in July.

14. Japanese Government (Ministry of Education, Culture, Sports, Science: hereafter referred to as “MEXT”) Scholarships

The IGP is designated by the Japanese government as a scholarship-eligible program. For outstanding applicants, the university will waive tuition fees and the MEXT will provide a scholarship for up to 4 years. Applicants do not need to apply individually for this scholarship. SIT will notify outstanding applicants who have the eligible scores.

Eligibility

1. Applicants must be new international students coming to Japan to study at the undergraduate level.
2. Applicants must be born on or after April 2, 1998.
3. Applicants must have the nationality of a country that has diplomatic relations with the Japanese government. In principle, those who have Japanese nationality at the time of application are not eligible for application. Dual nationals with Japanese citizenship who live outside of Japan at the time of application may apply, provided that they have chosen a foreign nationality and plan to renounce their Japanese citizenship by the time of arrival (when their academic record at SIT is created).
4. Applicants must submit an academic transcript showing that they are in the top 30% of their final year at secondary school. Applicants must have a grade point average equivalent to 2.30 or higher. If it is not possible to calculate from the academic transcript that the applicant is in the top 30% and that their grade point average is 2.30 or higher, a letter from the head of the secondary school from which the applicant graduated/will graduate is required.

•MEXT Scholarship details

Items	Contents
Scholarship per month	117,000 yen
Tuition fee	Provided according to MEXT guideline
Application fee	35,000 yen will be refunded to scholarship recipients
Travel expenses to and from Japan	Provided according to MEXT guideline

•Maximum number of MEXT Scholarship Recipients: 4 people/year

*In each admission selection opportunity, scholarships will be provided to only the top-ranking individuals among the successful candidates in the second screening, whose entrance examination scores satisfy the criteria set by the university. It is not necessarily guaranteed that scholarship recipients will be selected in every admission selection opportunity. Additionally, it is not guaranteed that there will always be four scholarship recipients per year.

•Scholarship Period: Up to 4 years*

• Notice of MEXT scholarship to successful recipients:

Via TAO and Email on the day of final result notification

*Please note that only eligible applicants will be notified of the results of the scholarship award decision.

Note:

Scholarship payment will be suspended:

1. If the application documents are found to contain false or fraudulent statements.
2. If the scholarship recipient has violated the pledge to the Minister of Education, Culture, Sports, Science and Technology.
3. If the scholarship recipient has violated the laws and regulations of Japan and has been sentenced to imprisonment for life or imprisonment for a term exceeding one year.
4. If the scholarship recipient has been expelled from the university, suspended from the university, given a warning or similar disciplinary action, or expelled from the university's roll in accordance with the university's academic regulations.
5. If it has been determined that the scholarship recipient will not be able to complete the course within the standard period of study due to poor academic performance, suspension, or leave of absence from the university.
6. If the scholarship recipient comes to Japan without obtaining a new "Student" residence status, or if the "Student" residence status is changed to another residence status.
7. If the scholarship recipient receives other scholarships (except for those specified as research funds).
8. If the scholarship recipient withdraws from the university or transfers to another school.
9. If the scholarship recipient's academic performance coefficient falls below 2.30 or the performance standard set by the university at the end of each academic year.