

# 2025 Graduate School of Sciences and Technology for Innovation, Tokushima University

## Doctoral Course

### Application Guide for Non-Degree Students

#### 1 Summary of System

This program is for students who seek to take course(s) in the Graduate School of Sciences and Technology for Innovation. At the end of course(s), students are able to achieve credits after passing examination(s). Achieved credits will be certified as Doctoral level credit in some cases.

#### 2 Requirements

University graduates or those with equivalent academic qualifications

#### 3 Application Procedure

Necessary documents must be brought to the Student Affairs office in person.

##### (1) Application Period

###### First Semester

International Applicant without visa: Monday, December 16, 2024 ~ Friday, December 20, 2024

Other applicants: Monday, January 27, 2025 ~ Friday, January 31, 2025

###### Second Semester

International Applicants without visa: Wednesday, May 7, 2025 ~ Monday, May 12, 2025

Other applicants: Monday, July 28, 2025 ~ Friday, August 1, 2025

##### (2) Reception Hours 8:30am to 5:15pm

##### (3) Place to submit the application documents

Student Affairs Section of Faculty of Bioscience and Bioindustry, Tokushima University 2-1 Minamijosanjima-cho, Tokushima 770-8513 (Refer to ★ "9 Campus Map")

Telephone: +81-88-656-8020 E-mail: [bb.stu.section@tokushima-u.ac.jp](mailto:bb.stu.section@tokushima-u.ac.jp)

##### (4) Application documents

Enrollment Application	① Fill in the application and attach a picture (photographed within 3 months; half of the upper-body, without a cap, the front and sized 4cm × 3cm). ② Must receive official stamp of approval from the tutor in charge.
Letter of acceptance	Submitted by applicants who are employed.
Medical Certificate	Applicants should have a medical checkup within 3 months of applying and should submit an official Medical Certificate that is written and sealed by a doctor.
Warranty Certificate	① Should be handwritten by the applicant. ② Unnecessary for international applicants.
Promissory Letter	Should be handwritten by the applicant.
Graduation Certificate	Graduation certificate of the last school or institution the applicant graduated from or completed.
Reply Envelope (on request only)	Applicants within Japan who wish to be notified by post should write their name, postal code, and address on a standard envelope and attach the required amount of stamps.

Examination Fee	9,800yen At the Josanjima Accounting Office after applicant has received the confirmation at the Student Affairs Section of and Bioindustry the Faculty of Bioscience.
Enrollment Certificate Application	Submitted by applicants who need an enrollment certificate for visa acquisition.
Others	Any documents proving qualification to enroll.

**Note**

- 1) We are not able to accept incomplete documents.
- 2) Any certificates written in languages other than Japanese should attach the information of Japanese translation .

#### **4 Enrollment Period**

Enrollment is generally in April and October.

#### **5 Notification of Examination Results**

You will be notified by email in principle. Please provide your E-mail address to the Student Affairs Section of Faculty of Bioscience and Bioindustry (bb.stu.section@tokushima-u.ac.jp).

#### **6 Enrollment Procedures**

**(1) Expense (as of April 1<sup>st</sup>, 2024)**

- ① Enrollment Fee 28,200 yen  
※Not required for graduates of the Tokushima University and the Graduate School of Tokushima University.
- ② Tuition Fee (per credit) 14,800 yen

**(2) Payment Period**

- ① Enrollment Fee: After enrollment is permitted by the end of March for First Semester  
by the end of September for Second Semester
- ② Tuition Fee: by the end of April for First Semester  
by the end of October for Second Semester

**(3) Place of Payment**

Josanjima Accounting Office, Tokushima University  
2-1 Minamijosanjima-cho, Tokushima 770-8506 (Refer to ● “9 Campus Map”)

**(4) Payment Method**

Generally applicants should pay in cash at the counter.

#### **7 Website about Course Outline Introduction**

The course outline (syllabus) is posted on the Internet.  
<http://eweb.stud.tokushima-u.ac.jp/Portal/Public/Syllabus/>

#### **8 Note**

- (1) It is important that please contact the lecturer to confirm about the course(s) before applying.
- (2) Course schedule may change due to unforeseen circumstances at Tokushima University.
- (3) Any changes will not be accepted after applications are submitted.
- (4) If you cancel the attendance, please submit a request of revocation by the following deadline.  
After the deadline, applicants must pay the tuition fee regardless of attendance.  
\* Deadline for cancellation: First semester: Monday, February 10, 2025 by 17:00  
Second semester: Monday, August 18, 2025 by 17:00
- (5) The information of enrollment fee is based on April 1st, 2024 and is subjected to change.

## 9 Campus Map



- ⑮ Building for Department of Civil and Environmental Engineering & Research Center for Management of Disaster and Environment
  - ★ Student Affairs Section, Faculty of Bioscience and Bioindustry
- ⑰ The Common Lecture Building
  - Josanjima Accounting Office

(別紙第 1 の 3 号様式)  
(Annex Form 1-3)

令和 年度徳島大学科目等履修生入学願書  
((year) Tokushima University Non-Degree Student Student Enrollment Application)

令和 年 月 日  
(Date: )

徳島大学長 殿  
(To the President of Tokushima University)

私は貴学の科目等履修生として入学したいので、許可くださるようお願いします。  
(I hereby apply to enroll at Tokushima University as a Non-Degree Student.)

ふりがな (Furigana) 氏名 (Name)	男・女 (Male / Female) 年 月 日生 (Date of birth)		写真貼付 (Attach photo here) (正面・脱帽) (Full face with no hat) 縦 4cm×横 3cm (Vertical 4 cm × horizontal 3cm)			
最終学歴 (Highest level of education)	年 月 (卒業・卒業見込・修了・修了見込) (Date: ) (Graduated / Expect to graduate / Completed a course / Expect to complete a course)					
勤務先 (Place of work)	TEL ( ) -					
現住所 (Current address)	〒 (Postcode) TEL ( ) -					
履修希望学部 又は研究科 (Faculty where you want to study or department)						
在学希望期間 (Desired period of study)	令和 年 月 日 ~ 令和 年 月 日 (From (date): to )					
履修希望科目 (Subject You want to study)	授業科目名 (Course name)	単位数 (Number of credits)	前後期 (Semester)	曜日・講時 (Day of the week / time)	授業担当教員氏名 (Name of the tutor)	承認印 (Approval)
同一年度における他の学部又は教育部での履修の有無 ( 有・無 ) Are you taking courses at another faculty or school in the same year? (Yes / No) 有の場合は学部名又は教育部名 ( ) If Yes, which faculty or school?						

※ 1 願書は志願者本人の自筆で記入してください。(\*1 The applicant should fill in the application themselves.)  
※ 2 「承認印」欄は、事前に受講が可能であることを授業担当教員に確認の上、押印を依頼してください。  
(\*2 Ask the tutor who has agreed to accept you for their signature in the Approval field.)  
※ 3 願書は、学部又は教育部ごとに提出してください。(\*3 Submit a separate application for each faculty or school)  
※ 4 提出された個人情報は、入学の選考、学籍管理に関する業務（追跡調査を含む。）のみに使用します。  
(\*4 Personal information will only be used for selection and registration purposes (including tracking studies).)

履 歴 事 項 (Personal background)	
学 歴 (Academic background)	
年 月 日 (Date: )	
年 月 日 (Date: )	
年 月 日 (Date: )	
年 月 日 (Date: )	
年 月 日 (Date: )	
年 月 日 (Date: )	
年 月 日 (Date: )	
年 月 日 (Date: )	
職 歴 (Professional background)	
年 月 日 (Date: )	
年 月 日 (Date: )	
年 月 日 (Date: )	
年 月 日 (Date: )	
年 月 日 (Date: )	
年 月 日 (Date: )	
賞 罰 (Awards and penalties)	

- ※ 1 学歴は高等学校卒業から記入してください。  
ただし、外国人出願者は小学校から記入し、大学等で研究生として在学歴がある場合は、その期間も記入してください。
- (\*1 Fill in your academic background starting with the name of your high school.  
However, foreign applicants should start with the name of their elementary school and add the period for any time spent as a research student at university.)
- ※ 2 履歴に虚偽の事項を記入したことが判明した場合は、入学許可を取り消すことがあります。  
(\*2 If any falsehoods are discovered in the information provided, your admission may be revoked.)

(別紙第 2 号様式)  
(Annex Form 2)

令和 年 月 日  
(Date: )

徳 島 大 学 長 殿  
(To the President of Tokushima University)

所属長  
(Supervisor)

氏 名  
(Name)

印  
(Seal or Signature)

承 諾 書  
(Letter of acceptance)

下記の者が貴学に として入学することを承諾します。  
(I consent to the person named below to attend Tokushima University as a)

記  
(Details)

氏 名  
(Name)

所 属  
(Affiliation)

在学期間 令和 年 月 日 ～ 令和 年 月 日  
(From (date): to )

(Annex Form 3)

(Non-degree student / research student)

ふりがな (Furigana)			
氏 名 (Name)		男(Male) 女(Female)	
生年月日 (Date of Birth)		年 月 日 生 (Date of birth )	
現 住 所 (Current address)			
TEL ( ) -			
健 康 の 状 況  (State of health)	胸部 (Chest)	その他の疾病 及び異常  (Other diseases or Abnormalities)	
	間接 (Indirect)		
	直接 (Direct)		
	撮影年月日 (Date: )  ( 年 月 日) (Date: )  所見 (Findings)	医 師 所 見 (Medical Findings)	
診断の結果上記のとおり相違ないことを証明する。 (I hereby certify that the above findings are correct.)			
令和 年 月 日 (Date: )			
住所(所在地) (Address)			
医療機関名 (Name of medical institution)		TEL ( )	
医師の氏名 (Name of doctor)		印(Seal or Signature)	

[illegible]

入学年度(Academic year of enrollment)	令和 年度 (Year:)
学部・学科 (Faculty, Department) 及び専攻 (and Majoror)	

令和      年      月      日提出  
(Submitted date:                    )

保 証 人  (Guarantor)	現住所 (Current address)	都道府県名 (Prefecture)	市区又は郡町村名 (City or village)	町 名 ・ 番 地 等 名 (Street)																												郵便番号 (Postal code)						
																																				<div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> - <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div>		
	フリガナ (Furigana)																																					
	氏名 (Name)	<div style="text-align: center;">(印)</div> <div style="margin-top: 20px;">生 年 月 日</div> <div style="margin-top: 20px;">大正・昭和・平成 (Taisho / Showa/Heisei) 年      月      日 (Year    Month   Day )</div>																			学生との関係 (Relationship with the student)					勤務先及び 職業 (Place of work and occupation)					電話番号(Telephone)  自宅(Home)  勤務先(Place of work)							
	フリガナ (Furigana)																																					

(I hereby assume responsibility for the personal behavior of the above named person, including compliance with the various regulations while at Tokushima University. Moreover, I will ensure that the specified tuition fees and other obligations to Tokushima University are fulfilled and take responsibility for payment by the deadline set.)

学 生  (Student)	現住所 (Current address)	都道府県名 (Prefecture)	市区又は郡町村名 (City or village)	町 名 ・ 番 地 等 名 (Street)																								郵便番号(Postal code)			
																												<div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div></div> </div>			
	フリガナ (Furigana)																														
	氏名 (Name)				生 年 月 日 (Date of birth)	昭和・平成 (Showa / Heisei) 年 月 日 (Year Month Day )	世帯主 氏 名 (Head of household)		学生との 続 柄 (Relationship with the student)		電 話 番 号(Telephone)																				
フリガナ (Furigana)				自宅(Home)																											
										携帯(Mobile phone)																					

(注) 1 ※印は記載しないこと。(※Do not sign.)

(Notes:) 2 保証人は、なるべく保護者とすること。ただし、やむを得ないときは、保護者以外で満21歳以上の身元確実な者でもよい。  
(The guarantor should be a parent if possible. However, if this is not possible, the guarantor should be a person of good standing, aged 21 or more.)

3 保証人は、「保証書」、「身上調書」とも全て同一とすること。(The guarantor should be the same for warranty certificate and personal record.)

4 保証人の変更又は住所等記載事項に変更を生じたときは、速やかに届け出ること。(If the guarantor changes or changes their address, notify the university promptly.)

5 保証人 欄及び学生欄は、本人が自ら記入すること。(The guarantor field and student fields should each be filled in by the relevant person.)

(別紙第5の2号様式)  
(Annex Form 5-2)

誓 約 書  
(Promissory letter)

徳 島 大 学 長 殿  
(To the President of Tokushima University)

私 は 貴 学 に 入 学 の う え は ,  
大 学 院 学 則 及 び 諸 規 則 を 守 り ,  
そ の 構 成 員 と し て の 責 務 を 履 行  
す る こ と を 誓 い ま す 。

(On enrolling with Tokushima University , I hereby swear to abide by the regulations of the university and act responsibly as a member of the university.)

令和 年 月 日  
(Date: )

所 属  
(Affiliation)

氏 名  
(Name)