令和 6 年度 学生募集要項
外国人留学生選抜B日程2月実施（IGS国内選抜型）

Application Guide
For Admissions in April 2024

On Campus Entrance Interview Examination for International Applicants in February

Department of Integrated Global Studies (IGS)
School of Integrated Arts and Sciences

HIROSHIMA UNIVERSITY

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1. Number of Students to be Admitted

Department of Integrated Global Studies (IGS), School of Integrated Arts and Sciences	Limited

2. Application and Selection Schedule

The times and dates on this document are based on Japan Standard Time (JST).

Application and selection process	Date
Application period	From December 20, 2023 at 0:00 to January 5, 2024 at 17:00
First selection	Document screening
Announcement of the first selection results	January 19, 2024
Final selection	February 25, 2024
Announcement of the final selection results	March 8, 2024
Enrollment date and start of the semester	April 1, 2024

(Note) Applicants need to submit their application documents by post and the documents must be received by the IGS by the deadline. However, applicants can bring their application documents at the student support office of the School of Integrated Arts and Sciences only on January 5, 2024 from 9:00 to 17:00.

3. Admissions Policy

The IGS hopes to admit students with the following attributes, based on the diploma policy and curriculum policy for the Integrated Global Studies Program organized by the Department.

(1) Students who would like to understand global issues with an integrative perspective to pursue world peace while respecting linguistic, cultural, and religious differences;
(2) Students who are interested in natural sciences and would like to work towards the harmonious relationship between human beings and nature; and
(3) Students who are willing to improve language skills and make a contribution to global society.

The IGS expects that, before enrollment, prospective students have developed an interest in and learned about the following:

- The subjects learned in high school, namely, Language and Culture Studies, History and Geography, Ethics, Political and Economic Science, Mathematics, Science, and Foreign Language;
- A wide range of academic areas across disciplinary boundaries such as the humanities and sciences, and various challenges confronting present-day society; and
- Problems and issues regarding the international community, the global environment, and cross-cultural understanding.

The IGS hopes to admit students who, after their enrollment, will be able to:

- Understand and analyze the various challenges confronting the international community from multifaceted perspectives transcending disciplinary boundaries between the humanities and sciences (integrated thinking);
- Understand others irrespective of the differences among countries/regions, cultures, religions and languages, and think about things from a global perspective encompassing human society and its surrounding natural environment (global vision); and
- Address various challenges of the international community from a peace-seeking viewpoint, and work toward the

d. Persons who have, by March 31, 2024, completed, or who are expected to complete, a curriculum at an educational institution established in Japan within the scope of the educational system of a foreign country, that

Requirement 3: English Language Requirements

Applicants must satisfy one of the requirements noted in the following items 1 through 9.

1. Cambridge English	160 or above in overall score The eligible tests are described below: B1 Preliminary, B1 Preliminary for Schools, B2 First, B2 First for Schools, C1 Advanced, and C2 Proficiency
2. EIKEN	A passing Pre-1st grade or above EIKEN CSE score is not used for this application. The eligible tests are described below: The EIKEN Test in Practical English Proficiency (Conventional type), EIKEN S-Interview, and EIKEN S-CBT
3. GTEC (CBT Type Only)	1180 or above
4. IELTS™ (Academic Module)	5.5 or above The eligible tests are described below: Paper-based IELTS (Academic Module), Computer-delivered IELTS (Academic Module), and IELTS for UKVI (Academic Module)
5. TEAP (4 skills)	Test of English for Academic Purposes 309 or above
6. TEAP CBT (4 skills)	Test of English for Academic Purposes Computer Based Test 600 or above
7. TOEFL iBT®	72 or above TOEFL iBT® and TOEFL iBT® Home Edition, scores from a single test date are accepted. My Best® scores is not accepted.
8. TOEIC®	TOEIC® Listening & Reading Test and TOEIC® Speaking & Writing Tests 1560 or above (This score is determined by multiplying your S&W score by 2.5 and adding your L&R score) TOEIC-IP is not accepted.
9. Persons who satisfy either one of the following two requirements: a. Persons who have undertaken three years or more of their secondary education (Senior high school, Junior high school, etc.) in English as their primary language of instruction; or b. Persons who are taking or have taken the International Baccalaureate Diploma with English as the language of instruction.	

5. Application Procedures

(1) Application Method

① Register an account with UCARO

② Enter your application data online

③ Upload your photo

④ **Pay the application fee**

In addition to the JPY 17,000 application fee, the following fees are also required:

JPY 900 as a processing fee for ALL applicants

JPY 300 as a disclosure fee (ONLY for applicants who request disclosure of their entrance examination results*)

⑤ **Send the application documents listed in [7. Application Documents] by post using the simplified registered and express mail (Kan'i Kakitome Sokutatsu).**

*For details of disclosure of entrance examination results, please refer to the page 20.

Note:

- kan'i kakitome sokutatsu

(2) Data entry into the online application system

【 】

Hiroshima University uses the UCARO system, where procedures from application to admission are consolidated.

Making an application requires account registration with the UCARO (free of charge).

An UCARO account must be created for each user.

Please do not share one UCARO account with your siblings or others.

Please do not use the translation function on your device. It might cause errors on the UCARO.

At Hiroshima University, tasks performed in the UCARO system include checking the examinee's number, printing the examination card, etc., checking the examination guide, processing part of the enrollment procedure, and disclosing entrance examination results*.

*You will continue to use the email address you have registered for your UCARO account throughout the process from making an application to disclosure of your examination results. Be sure to make a note of your ID (email address) and the password created at the time of your UCARO account registration.

Please note that you may register an account with the UCARO prior to the application period.
If you already have an UCARO account, you will not need to register an account again.

UCARO system website: https://www.ucaro.net/

【2】Online application

Step 1

Access the online application system from the Hiroshima University Admission Information website
https://www.hiroshima-u.ac.jp/en/nyugaku

Step 2

Register an account with UCARO

▶ Select [UCARO Account Registration] in the Hiroshima University Online Application system. After completing the registration, proceed to the application procedure.

＊For those who have already registered their UCARO accounts, select [UCARO Login] and proceed with the application procedure.

＊**Since the University will send important notices using the UCARO message function, please check the UCARO website from time to time.**

Step 3

Enter application data (Select the examination category, etc. for which your application is being made.)

▶ For those requesting disclosure of their entrance examination results (see "Disclosure of Entrance Examination Results (Personal Information)), a disclosure fee of JPY 300 will be added to their application fees. **No changes will be accepted after you have paid the application fee.**

Step 4

Enter personal information

▶ Enter your personal information accurately according to the instructions on the screen.

▶ Any errors in your contact information, including address and telephone number, may prevent us from delivering important documents to you or calling you when necessary for your entrance examination. Be sure to provide contact information for where you can be reached.

Step 5

Confirm entries

▶ Confirm the data entered in Step 3 and Step 4. If an erroneous entry or entry requiring correction is noted, please be sure to make the necessary modification.

▶ Many errors have been made every year in items such as **address (house number), name, date of birth, and names of school, department and elective subject of applicant's choice.** Please double check the data to be entered to ensure the accuracy of your entries.

▶ **Any changes in items related to the examination category and the names of school, department, and examination subjects for which the application has been made will not be accepted after the application period has closed.**

Step 6

Check required documents and upload a photo

▶ Check **[7. Application Documents]** in this Guide and send the documents required for the application by post.

▶ Submission of the photo by post will not be accepted. It must be uploaded to the online application system.

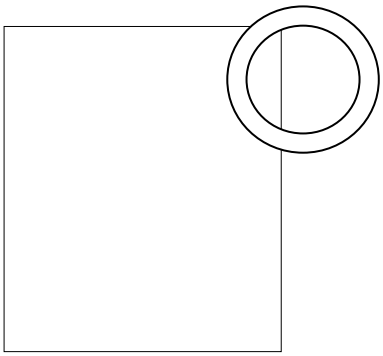
〈Photo instructions〉

- Must have been taken recently (within 3 months) prior to the application in color or black and white (A color photo is preferred.)
- Must be in JPEG file format, with 640 pixels high x 480 pixels wide as the preferred dimensions.
- **On the day of the entrance examination, we will check the photo you have uploaded at the time of the application against your face.**
- **The uploaded photo, which will be used for your photo ID card for the examination, will also be used for your student ID card after enrollment and will be maintained in the University's educational affairs system for use until graduation.**
  Therefore, please upload an appropriate photo for use after enrollment as well.
  Once uploaded, your photo will not be allowed to be replaced.
  A fee of JPY 1,000 will be charged for changing the content of your student ID card (photo and your name) after enrollment.
- **Using the Acceptable Photo Example for reference, upload a photo showing your upper body, facing forward (in focus) without wearing a hat or cap, and with nothing in the background.**

＊For more details, refer to the Acceptable Photo Example.

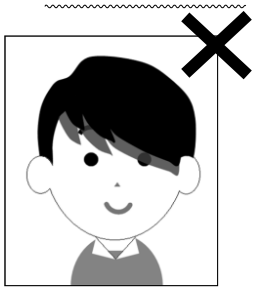
＊The size of your face photo data can be adjusted on the screen. Before registering, please adjust the size as needed to ensure that the photo shows your face clearly.

＊**In cases where your photo is deemed inappropriate as an application photo as shown by the Unacceptable Photo Examples, you may be required to submit a new photo.**

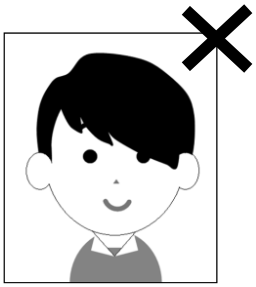


- There is blank space in the upper part of the photo.
- Subject is facing horizontally and squarely to the front.
- The face is occupying at least one half of the overall image area.
- Both eyes are visible.
- The photo shows part of the shoulders.
- There is nothing in the background (plain).
- The photo must be clear.

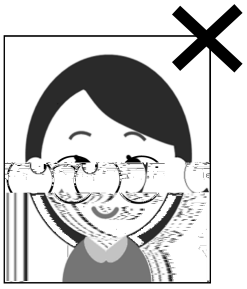
If you have difficulty meeting these acceptable photo specifications, please contact the IGS prior to application.



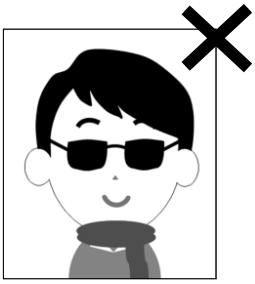
Hair, smartphone or other object is creating a shadow on the face.



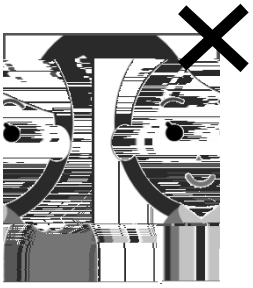
Hair is falling across eyes.



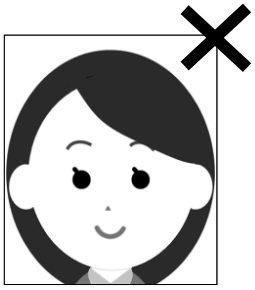
Frame of glasses overlaps eyes.



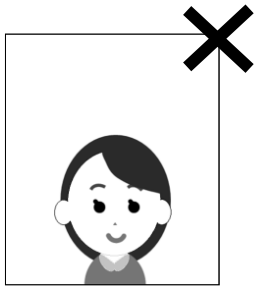
Wearing a scarf or sunglasses



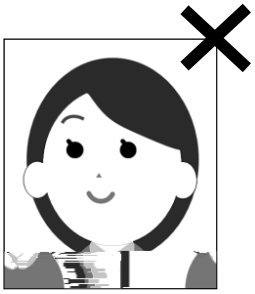
Entire head or facial contours do not fit into the photo.



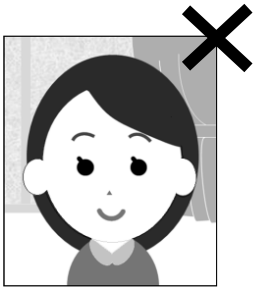
Head occupies an extremely large proportion of the entire space of the photo.



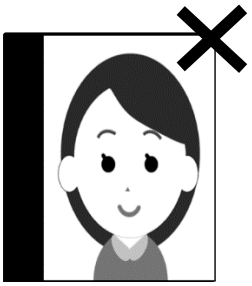
Head occupies an extremely small proportion of the entire space of the photo.



Not facing squarely to the front



Objects appear in the background (curtains, windows, shadows, etc.)



The photo size does not fit the frame.

Step 7

Enter payment information

▶ Select the payment method for the application fee and the examination result disclosure fee (only for those requesting the disclosure) from among the following options to .

For details, refer to **(3) "Payment method for the application fee"** in this Guide.

①Credit card (Available both within and outside Japan)

②Convenience store (NOT available from outside Japan)

③Financial institution ATM [Pay-easy] (NOT available from outside Japan)

④Internet banking (NOT available from outside Japan)

Step 8

Initial application process complete

For those selecting "credit card" in Step 7 Enter payment information, click the [Proceed to payment] button on the Initial application process complete screen and complete your payment of the application and other applicable fees.
Please make sure to check the payment status on the Initial application process complete screen after the payment.

▶ Upon completion of the registration of your application details, you will be issued with an application number. Make a note of the number or print the screen display showing the number and retain it.

Application number						

＊You will need the application number when checking or changing your registered application details.

＊To check or change your registered application details, click the [Check/Change Application Details (Log in)] button and log in.
When you log in, the Initial application process complete screen will appear again.
If you have provided both your fixed-line and mobile phone numbers at the time of registering application information, enter the **fixed line phone number** in the space for telephone number on the [Check/Change Application Details (log in)] screen.

＊The following items/tasks can be confirmed/performed on the Initial application process complete screen.
- Confirm the registered application details
- Check the number required for payment of the application fee
- Check the payment status of the application fee
- Print an address label (Available only within Japan)

＊**You may change your registered application details only before you have paid the application fee.**
To do so, **click the [Change Application] button** at the bottom of the Initial application process complete screen.
Once the payment has been made, any changes in registered application details will not be allowed, except for those for personal information such as address.

<For inquiries concerning online application system and UCARO website>	
Online Application Help Desk (Japanese Speaking Only)	Phone: +81-3-5952-3902 Inquires accepted from 10:00 to 18:00 (Except from December 30 to January 3)
UCARO Support Office (Japanese Speaking Only)	Phone: +81-3-5952-2114 Inquires accepted from 10:00 to 18:00 (Except from December 30 to January 3)

For checking/changing registered application details

Timing of online data entry period and application fee payment period	When you wish to check/change the entries	Instructions
Within the prescribed period	Before payment of the application fee	You may check/change your entries on the page linked from the [Check/Change Application Details (Log in)] button on the data entry screen.

	After payment of the application fee (＊)	Changing the entries is not allowed. You will only be able to check them on the page linked from the [Check/Change Application Details (Log in)] button. **If you notice any errors, etc. in items related to the examination category, names of school and department, examination subjects, or personal information, contact the IGS by email.**
After the prescribed period		Changing the entries is not allowed. You will only be able to check them on the page linked from the [Check/Change Application Details (Log in)] button. **Any changes in items related to the examination category, names of school and department, examination subjects will not be accepted after the prescribed period has closed.** If you notice any errors, etc. in your personal information, contact the IGS by email.

(＊) For those wishing to use a credit card whereby their application fee payment will be settled online, the instructions provided under "After payment of the application fee" will apply.

(3) Payment method for the application fee

Application fee: JPY 17,000

Go through the payment procedure based on the payment method you have selected in Step 7.

It is not possible to make payment after the payment/application period has closed. Failure to complete the payment within the prescribed period will invalidate the data you have registered online.

For details on the payment method, please check the payment method page that you will be taken to after completing the initial application process.

In addition to the application fee, processing fee of JPY 900 will be charged for each application.

Those requesting disclosure of their entrance examination results must pay an additional fee of JPY 300 for the disclosure.

Note: Applicants for admission to Hiroshima University who were affected by any of the disasters that occurred on or after August 28, 2019 and to which the Disaster Relief Act applied are eligible for an exemption of the application fee. The fee for disclosure of entrance examination results is also subject to exemption. For details, refer to the website below or contact the Office of Admissions.
https://www.hiroshima-u.ac.jp/en/nyugaku

Credit card (for applicants both within and outside Japan)

You must settle the payment on the page linked from the Initial application process complete screen in the online application system.

Credit cards whose logos are shown in the right table are accepted.

The name of the credit card holder does not need to be identical to that of the applicant.

Payment must be made in a lump sum only.

Please check your credit limit in advance.

Please also make sure to check the payment status on the Initial application process complete screen after the payment.

(Note) Payment method to below is NOT available from outside Japan.

Convenience store

Financial institution ATM [Pay-easy]

Internet banking

Important notices regarding the application fee

The application fee, once paid, will not be refunded for any reason.
However, in cases (1) or (2) below, the application fee is refundable after deducting the bank transfer fee. If the disclosure fee is paid, it is also refundable. Therefore, in such cases, please clearly write the reason for demand of refund, name, postal code, address, transfer destination information and contact telephone number in the prescribed format given from the university and send it to the address mentioned below by postal mail by February 29, 2024.
(1) If the application documents have not been submitted, or if they have not been accepted.
(2) If duplicate payments of the application fee have been made in error.

Address:
Office of Admissions, Hiroshima University
1-3-2 Kagamiyama, Higashi-Hiroshima, 739-8511 Japan

Note that, unsuccessful applicants for the first selection will receive a refund of JPY 13,000.
How to obtain a refund will be notified to the applicants along with their first selection results.

(4) Submission of application documents by the post using the simplified registered and express mail (Kan'i Kakitome Sokutatsu).

Prepare an envelope that accommodates A4 size documents for sending applinlVroc2the 91 (a)4.4 dort-7c 0 Twa

(IMPORTANT)

1. In principle, application documents must be originals, unless otherwise designated. For certificates and other documents that cannot be reissued, however, submit a certified copy[*1] instead of the original document, as none of your submitted application documents can be returned.

   [*1] A copy certified by an official organization (preferably an organization, such as a school, that issued the said document) as true to the original, and on which the said organization has placed its official seal.

2. Documents serving as certificates written in a language other than Japanese (an)8.1 (d)-(doc)4.3Tw 6e2g asl3 (en)85 (s)-6-4 (anh12 (i)3 (n)8

Please refer to the example below.

Document Number	Title	Brief Explanation
1		(1) This activity consists in providing English language tour guide service for foreign visitors visiting the Peace Memorial Park. I participated in this activity for about a year when I was in eighth grade. (2) With colleagues, I picked up plastic garbage around the river. I also had a chance to research the biology of the river.
⋮	⋮	⋮
5		This speech contest is a national level contest. Some 200 students apply to take part in this contest and only 10 speakers can make speeches at the final tournament. I presented my thoughts regarding my experiences of learning Hiroshima history.

Document B: Educational Background

Access the IGS official website (https://www.hiroshima-u.ac.jp/en/igs), and download the specified form for Educational Background from the page that provides information on the entrance examination. Submit the completed specified form for Educational Background (1/2) and (2/2).

Document C: Document to Prove Your Application Eligibility

Please see page 2 to 3 for the application eligibility [Requirement 2: Education Qualifications].

Application eligibility [Education Qualifications]	Application documents	Description
(1)	Certificate of (expected) completion of 12-year school curriculum	Submit the original document or a certified copy of the certificate of (expected) graduation/completion, issued by the school attended by the applicant in his/her 12-year of school curriculum, or the high school graduation equivalency certificate (or the certificate of expected success in the high school graduation equivalency examination). It is highly recommended that applicants who have graduated high schools in China (excluding that in **T**11.3ncng t e

		transcript of grades directly to Hiroshima University. It must be received by Hiroshima University by the end of the application period. [Those who are expected to obtain the International Baccalaureate Diploma by March 31, 2024] Submit the following 3 and 4. In addition to that, submit a request to the International Baccalaureate Office to send your official transcript of grades directly to Hiroshima University. Make sure to submit the request when apply for the IB examination. 3. Certificate of expected obtaining date of the International Baccalaureate Diploma issued by the high school attended by the applicant. 4. Predicted Grades or Anticipated Grades. If an applicant is unable to submit documentation validating the conferral of his or her I.B. diploma, or if the IGS office is unable to verify from submitted documents whether an applicant has received a I.B. diploma by the final day of enrollment procedures, please contact the IGS in advance.
(3)	Certificate granted to those who have the Abitur qualification	[Those who have already obtained the Certificate] Submit the original document or a certified copy of the certificate of general higher education entrance qualification (Zeugnis der allgemeinen Hochschulreife), which is granted when they pass the Abitur. [Those who are expected to obtain the Certificate by March 31, 2024] Submit a certificate of expected obtaining date of the certificate of general higher education entrance qualification (Zeugnis der allgemeinen Hochschulreife) issued by the high school attended by the applicant.
(4)	Baccalauréat Diploma	[Those who have already obtained the Baccalauréat Diploma] Submit the original document or a certified copy of the French Baccalauréat Diploma. [Those who are expected to obtain the Baccalauréat Diploma by March 31, 2024] Submit the following 1 and 2. 1. Certificate of expected obtaining date of the Baccalauréat Diploma issued by the high school attended by the applicant. 2. Predicted score of the French Baccalauréat Diploma.
(5)	Document to show GCE-A Level examination results	[Those who have already passed the GCE-A Level examination] Submit the original document or a certified copy that proves that the applicant has passed at least one subject in the General Certificate of Education, Advanced Level (GCE-A Level) examination. [Those who are expected to pass the GCE-A Level examination by March 31, 2024] Submit the following 1 and 2. 1. Certificate of expected obtaining date of the GCE-A Level examination results issued by the high school attended by the applicant. - 2. Certificate of predicted scores of the GCE

Document D: Document to Prove Your English Language Proficiency

Applicants should submit any one of the certificates noted in the following items 1 through 9. If applicants have more than one score, choose only ONE of the following tests. Any certificates accepted as an application document will not be returned to the applicant.

Only certificates obtained after April 1, 2021 are valid, regardless of the specific expiration dates of scores, etc.

1. Cambridge English	A copy of the Statement of Results sent to the applicant, in addition to this, complete the procedure of "Send my result" to Hiroshima University on the following online page by the last day of application period. https://www.cambridgeenglish.org/cmp/verifiers/
2. EIKEN	A copy of the certificate sent to the applicant Note: When inputting your application data into the Hiroshima University online application system, please enter the Examinee Number (7digits) described in the "PROOF OF EIKEN CERTIFICATION". *Please enter the date of qualification, not the date of examination on the online system.
3. GTEC (CBT Type only)	A copy of the Official Score Certificate sent to the applicant
4. IELTS™ (Academic Module)	A copy of the Test Report Form sent to the applicant
5. TEAP (4 skills)	A copy of the Official Score Report sent to the applicant
6. TEAP CBT (4 skills)	A copy of the Official Score Report sent to the applicant
7. TOEFL iBT®	A copy of the Test Taker Score Report or Examinee Score Report sent to the applicant In addition to this, submit a request to Educational Testing Service (ETS) to send your Institutional Score Report directly to Hiroshima University-IGS (Institution code: C339). Note 1: TOEFL-ITP is not accepted. Note 2: Those who fail to submit the request, so that the IGS can confirm their official score by the final day of enrollment procedures, will have their enrollment cancelled. Note 3: The TOEFL test fee includes up to 4 official score reports that ETS will send directly to the institutions or agencies you select BEFORE you take the TOEFL test. Applicants can send the score report to Hiroshima University-IGS (Institution code: C339) in advance to avoid additional score report costs.
8. TOEIC®	The original Official Score Certificates sent to the applicant or the Degital Official Score Certificates downloaded from the TOEIC application site and printed out Certificates for both Listening & Reading Test and Speaking & Writing Tests are necessary. TOEIC IP is not accepted.

9. English Language

Document E: Academic Transcripts and Test Results

If the applicant has the certificates or other documents specified in both (E1) and (E2) below, submit the documents of both types. If the applicant does not have the certificates or documents specified in (E2), it is sufficient to submit the documents of type (E1) only.

(E1) Academic Transcripts

Please see page 2 to 3 for the application eligibility [Requirement 2: Education Qualifications].

Application eligibility [Education Qualifications]	Application documents	Description
(1) (2) (3) (4) (5)	Academic transcript	Submit the original or a certified copy* of your full transcripts. The transcripts must contain all courses taken for the last three years of your secondary education issued by your school(s). Furthermore, those who have attended the pre-university course need to submit the certificate of grades for this course. *If your transcripts have more than two pages, all the sheets must be certified.
(6)	Academic transcript from an international school which has been accredited by an international evaluation organization	Submit the original or a certified copy of your full transcripts. The transcripts must contain all courses taken for the last three years of your secondary education issued by your international school, which also includes a clear statement that the school has been accredited by an international accreditation organization (WASC, ACSI, NEASC or CIS) designated by the Minister of Education, Culture, Sports, Science and Technology of Japan. If the academic transcript does not clearly state that the school has been accredited by an international accreditation organization (WASC, ACSI, NEASC or CIS), submit a separate document to prove that the school has been accredited by any of the above organizations.
(7)	In cases when further documentation is necessary, applicants will be informed regarding the results of their previously submitted documents, and also regarding which further application documents will be required for submission.	

(Note) Applicants who are unsure of the content of document (E1) or who cannot submit the document (E1), for example those who have passed high school graduation equivalency examinations (i.e. GED in USA) should send an email inquiry to the IGS (igs-application@hiroshima-u.ac.jp) as early as possible.

(E2) Mandatory or standardized test results to enter the university

Applicants who have taken the following mandatory or standardized national tests must submit the original or a certified copy of the examination result certificates.

a. Mandatory or standardized national test results to enter the university, or to complete a 12-year school education curriculum

- International Baccalaureate: final examination results certificate of six subjects
- Abitur: results certificate of the Abitur
- Certificate of the results of the Baccalauréat
- Standardized tests for university admission in the relevant country/region (e.g. China, South Korea, Taiwan, Indonesia, New Zealand, Malaysia, etc.)

b. Standardized test result certificates

- SAT*
- ACT*
- EJU (Examination for Japanese University Admission for International Students) *, etc.

*Applicants can submit a copy of the score report.

Document F: Copy of Passport

Submit a copy of the page(s) that contains the applicant's name, nationality and photograph of his/her face. If the applicant does not have a passport, he/she must submit a copy of an official document that certifies his/her nationality.

Document G: Certified Copy of Residence Register

Those who reside in Japan must submit a certified copy of residence register (Jyu-min Hyo no utsushi 住民票の写し) showing the applicant's nationality, status of residence, and permitted period of residence.

(IMPORTANT)

1. Application documents should be typed or handwritten by the applicant. The applicant must place his/her handwritten signature on these documents. When application documents are handwritten, use a black ballpoint pen.
   To make a correction, draw a horizontal double line on the erroneous portion, and write the correct information in the margin of the page. Do not use correction fluid/tape to erase errors.
2. Late or incomplete applications will not be considered.
3. Once application documents are accepted, the information contained therein cannot be modified.
4. Application documents that have been accepted may not be returned for any reason.
5. A false entry or false statement in the submitted documents or application forms may impede the subsequent enrollment procedure. Furthermore, depending on the situation, successful examination results or program admission may be voided.
6. For other matters regarding application, please contact the IGS.
7. The personal information of applicants that Hiroshima University obtained through the process of their applications (name, date of birth, gender, etc.) will only be used for the selection of applicants, announcement of selection results, and admission procedures.
   Only if successful applicants approve, the personal information of them will be used to send reference materials about the Hiroshima University Sports Association, the Hiroshima University Festival Executive Committee and Hiroshima University Co-op, and to select applicants to reside in the Ikenoue Student Dormitory. However, for the selection of applicants for the Ikenoue Student Dormitory, only the personal information obtained through the application documents will be used.
   Personal information of successful applicants will be used for student support services (academic advising, scholarship applications, application for tuition fee exemption, issuance of student ID cards, etc.) and surveys and studies (improvement of the admission examinations, research and analysis of motivation for application, etc.).
   Regarding the use of personal information in the aforementioned matters, such information may be handled by an outside company to which Hiroshima University has entrusted to conduct part of its work (hereinafter referred to as "outsourced company"). In such cases, the university provides the outsourced company with only that part of the personal information it has obtained that is necessary for the outsourced company to conduct its work.

8. Examinee's Number and printing the Examination Card

After Hiroshima University has received the application documents and confirmed that the application eligibility has been fulfilled, the university will enable applicants check their examinee's number on the UCARO website after 12:00 on January 16, 2024 (scheduled).

Applicants who have passed the first selection will be able to print the Examination Card and examination guide at the UCARO after 12:00 on January 19, 2024 (scheduled), so please print them out from the UCARO and bring them on the day of the final selection.

If you cannot print the Examination Card and examination guide, please contact the IGS.

9. Applicant Selection Process

Applicants are selected through the first and final selections.

(1) First selection

a. Screening method: The screening is done based on application documents (Personal Statement (Document A), Document to Prove Your English Language Proficiency (Document D), Academic Transcripts and Test Results (Document E)).

b. Pass/fail decision: The decision will be made based on a comprehensive evaluation of the application documents (Personal Statement (Document A), Document to Prove Your English Language Proficiency (Document D), Academic Transcripts and Test Results (Document E)) by classifying them into four grades from A to D.

(2) Final selection

a. Screening method: The applicants who have passed the first selection will be interviewed in person, in English. The interview will be conducted completely in English. The applicants should be able to understand social, global, and scientific issues in English and to express their own ideas logically and persuasively. They are also expected to show their creativity and adaptability in order to work in society.

-Date of the interview examination: From 13:00, February 25, 2024
Information on where to assemble and the time will be provided along with the Examination Card and the final selection guidance through the UCARO.

-Examination site: School of Integrated Arts and Sciences at the Higashi-Hiroshima Campus (Address: 1-7-1 Kagamiyama, Higashi-Hiroshima, 739-8521 Japan)
For more detailed information, please see the website at https://www.hiroshima-u.ac.jp/en/access.

b. Pass/fail decision: The decision will be made based on a comprehensive evaluation of the interview test results based on a scale of 300, combined with the evaluation of the application documents (Personal Statement (Document A), Document to Prove Your English Language Proficiency (Document D), and Academic Transcripts and Test Results (Document E)).

(IMPORTANT)

1. Applicants should check the examination site at least a day before the interview. Be aware of precautions regarding the examination. Applicants are not permitted to enter the examination site buildings on the day before the examination.
2. **On the examination day, enter the room where the examination is being held at least 30 minutes before the examination.** After the beginning of the examination, applicants cannot enter the room if more than 30 minutes late. If you are more than 30 minutes late, contact the examination headquarter.
3. Bring your Hiroshima University Examination Card, writing materials (a black pencil, mechanical pencil, and eraser) and a watch (equipped with only the clock function).
4. Before entering the room, be sure to turn off the alarm setting and the power supply of your cellular phone, smart phone, tablet-type device, wearable device, electronic dictionary, digital voice recorder, earphones, digital audio players, or other electronic devices, and then place them in your bag. During the examination, if you put on or hold such devices or reference materials in your hand and not keep them in your bag, it may be regarded as cheating. ※If you are wearing earphones, it will be considered cheating. (If you need to use a hearing aid, etc., please refer to "12. (2) Pre-arrangements for special needs applicants" and apply for the use permit beforehand.) The response to cheating in the examination will be made in accordance with that of the National Center Test for University Admission. Be sure to check the rules to be followed by applicants, which are set for each examination site. In case of any cheating, the examination will be failed. In addition, in the case of cheating, we may report the police.
5. In the examination site and room, applicants must not commit any acts that cause other applicants trouble and that impair fairness in the examination. Also, be sure to follow the instructions of the proctors.
6. Accommodations during their stay for the examination should be arranged by applicants themselves.
7. Hiroshima University may take such measures as postponement of the day or the start time of the examination, when it is difficult to implement the entrance examination due to worsening weather conditions caused by a typhoon etc., the outbreak of an epidemic infectious disease, or for other reasons. In such a case, be sure to access the Hiroshima University website (https://www.hiroshima-u.ac.jp), which will provide information on the above measures.
8. For other inquiries regarding taking the examination, please contact the IGS.

10. Announcement of the Selection Results

(1) Announcement of the first selection results 12:00, January 19, 2024 (JST) (scheduled)

The first selection results will be announced on the UCARO website (No announcement will be made on our official website).

[For successful applicants]

The final selection guidance will be announced through the UCARO, on the day on which the first selection results are announced.

[For unsuccessful applicants]

Information on how to obtain a refund for part of the application fee will be available on the UCARO.

(2) Announcement of the final selection results 12:00, March 8, 2024 (JST) (scheduled)

The examinee's numbers of successful applicants will be announced on the UCARO website (No announcement will be made on our official website).

Hiroshima University posts the information on the website as part of its information disclosure activities, and the formal announcement of successful applicants will be made by sending the written notification by postal mail.
Inquiries by phone or other means about the selection results will not be accepted.

11. Enrollment Procedures

(1) Period

Complete the enrollment procedures within the following periods. Details will be sent to the successful applicants.

Please note that you will continue to use the UCARO ID (email address) and password that you registered at the time of application to complete part of the enrollment procedures and to pay the enrollment fee.

From March 8 at 12:00 to March 15, 2024, NO LATER THAN 17:00 (JST)

(2) Procedures

Detailed instruction will be available at the "Enrollment Procedure Guide". Successful applicants can download the "Enrollment Procedure Guide" from the UCARO website. Below is the brief instruction of the procedures.

① Log in to the UCARO and enter required information.
② Pay enrollment fee within the enrollment procedure period.
③ Send the required documents by post. The documents must reach the IGS by the final day of enrollment procedure.

(3) Enrollment and tuition fees

a. Enrollment fee JPY 282,000
b. Tuition fee (full-year) JPY 535,800

- The enrollment fee, once paid, will not be returned under any circumstances.
- **In the case of tuition revision during enrollment, students will be required to pay the revised tuition fee.**

*** The above amounts are valid as of July 2023.**
The actual fees to be paid and specific payment methods will be notified separately.

(IMPORTANT)

1. In case you do not complete the enrollment procedure within the period stated above, you will be regarded as you withdraw from the admission process.
2. If a successful applicant fails to fulfill the requirements in the "4. Application Eligibility" section, their admission will be cancelled even after completion of the procedures.
3. Successful applicants who have no intention to enroll at Hiroshima University and thus decline admission, are required to submit by no later than 17:00, March 15, 2024, a handwritten notice of withdrawal from enrollment to the IGS by post. (Format is optional, but applicants should write their name, address, examinee's number, the School/Department for which they took the entrance examination, and their reason(s) for withdrawal from enrollment.)

   Department of Integrated Global Studies (IGS) E-mail: igs-application@hiroshima-u.ac.jp

   If you are unable to submit a handwritten notice of withdrawal by the final day of enrollment procedures, please submit to the IGS a copy of the handwritten notice of withdrawal by email attachment, and then promptly send the hardcopy notice itself by post, via simplified registered express mail (kan'i kakitome sokutatsu).

   *Please write on the surface of the envelope as follows:
   This envelope contains a notice of withdrawal from enrollment"

12. Other Points to be Considered

(1) Contact address

Higashi-Hiroshima Campus (excluding Saturday, Sunday, national holidays, Summer break (from August 10 to August 15), and Winter break (from December 29 to January 3))

- Department of Integrated Global Studies (IGS)
  School of Integrated Arts and Sciences, Hiroshima University
  1-7-1 Kagamiyama, Higashi-Hiroshima, 739-8521 Japan

Disclosure of Entrance Examination Results (Personal Information)

1. This Entrance Examination Results (Personal Information) as defined in the following will be disclosed only to those who have applied the disclosure of examination results by the online application system from Hiroshima University.

Item	Information disclosed
Grade	First selection: A comprehensive evaluation by classification into four grades * Grading criteria is indicated in Table 1 below. Final selection: A comprehensive evaluation by classification into four grades * Grading criteria is indicated in Table 2 below.

Table 1. First selection

A	Those whose applications are deemed adequate to qualify for the final selection for the IGS Entrance Examination.
B	Those whose applications are deemed inadequate by a small margin to qualify for the final selection for the IGS Entrance Examination.
C	Those whose applications are deemed inadequate for the final selection for the IGS Entrance Examination.
D	Those whose applications are deemed inadequate to qualify for the final selection for the IGS Entrance Examination and are considered to be highly unlikely to be accepted.

Table 2. Final selection

A	Those whose examination results are deemed adequate to obtain admission to the IGS through this Entrance Examination.
B	Those whose examination results are deemed inadequate by a small margin to obtain admission to the IGS through this Entrance Examination.
C	Those whose examination results are deemed inadequate to obtain admission to the IGS through this Entrance Examination.
D	Those whose examination results are deemed inadequate to obtain admission to the IGS through this Entrance Examination, and are considered to be highly unlikely to be accepted.

2. The disclosure of examination results may be requested in the following manner:

The request procedures for a disclosure should be done at the time of application for the entrance examination.

(1) Access the online application system from the Hiroshima University Admissions Information website: https://www.hiroshima-u.ac.jp/en/nyugaku.

(2) Please select "Yes" in the 'Disclosure of Entrance Examination Results' section if you would like to request a disclosure. Please note the following points.

・JPY 300 is required as the disclosure fee. It is added to the application fee. Even if you do not take this examination after the application, the disclosure fee cannot be refunded.

・Note that the result is only indicated with a grading scale letter (A, B, C, or D).

(3) Do the payment procedures for the disclosure fee together with the application fee in the 'Select a Payment Method' section through the Internet application system.

(4) **The result will be available <u>from April 22, 2024 to May 31, 2024</u> on the UCARO website.**

* The result can NOT be seen before/after the above period.

* No disclosure by mail or telephone will be accepted.

Office of Admissions Hiroshima University
E-mail: nyusi-group@office.hiroshima-u.ac.jp

(Note) Only the Office of Admissions accepts inquiries regarding disclosure of examination results. The IGS will not accept such applications and inquiries.

This scholarship program is not only for IGS students but for all students at Hiroshima University who meet the requirements.

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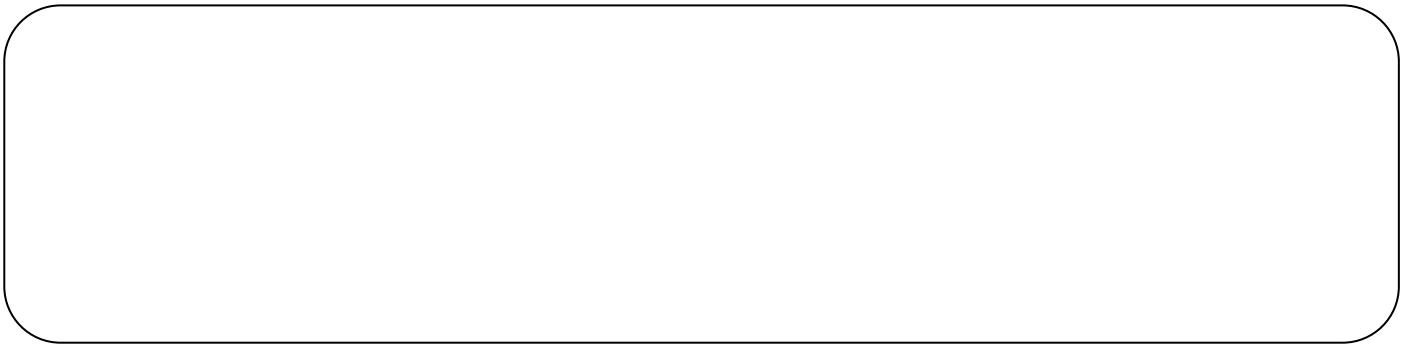

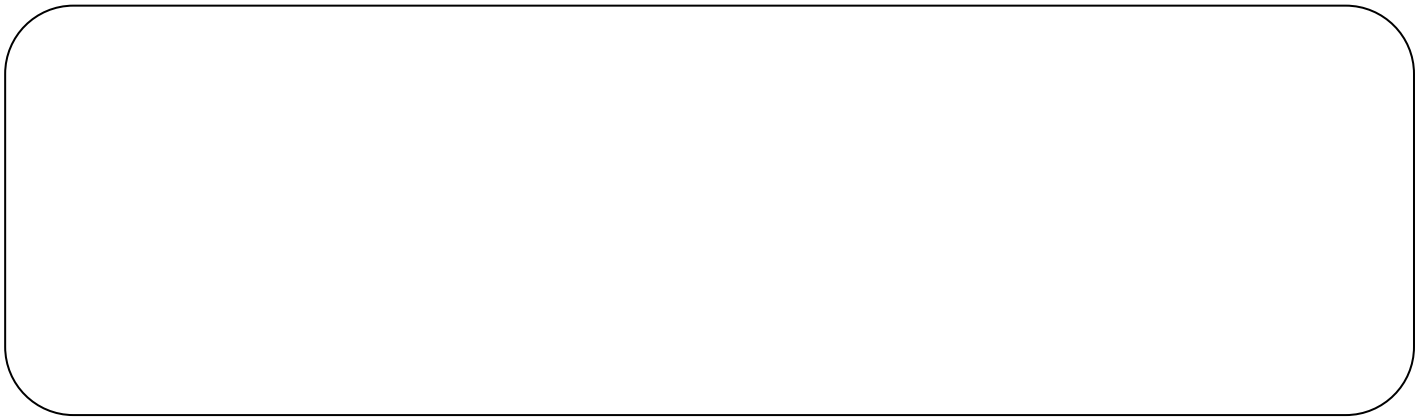

Information on the Necessity of a Laptop Computer

At Hiroshima University, students are required to prepare a laptop for use in many situations, examples include attending lectures such as “Daigaku Kyoiku Nyumon (i.e. Introduction to University Education)”, writing reports and theses, taking online classes, etc.

Administrative procedures such as registration for classes and viewing your grades and credits, communication from teachers and the administrative office, etc. are made via the MOMIJI (Student Information System) (https://momiji.hiroshima-u.ac.jp/momiji-top/en/index.shtml).

Laptop is necessary for all aspects of student life, so please be sure to prepare.

Requirements for AY 2023 are available at:

https://www.hiroshima-u.ac.jp/en/about/initiatives/jyoho_ka/hikkei_pc

Requirements for AY 2024 will be available from December 2023 at the same URL.

[Important] For those who have difficulty preparing a laptop due to financial reasons

Laptop rental service is available for students who have difficulty preparing laptops due to financial reasons. Students who wish to use the service can borrow a laptop for free for a year. Please read “Guidance Regarding Laptop Rental Service”12.4 (l) Td[e -56.3 (f)3.2 8184 (l) Tdin(es)Tj0 TcTc 0.103 Tw 0.42 0 Td71(G)-5.5 (ui)5 (de)0.6 (nt)5 (s)13.8(l)5 (6 (bl)')9.5 (

Exemption of Application Fees for Prospective Students

Hiroshima University will implement special measures for exemption of Application Fees in AY 2023 (for enrollment in AY 2024) in order to reduce the financial burden of those affected by natural disasters and secure opportunities for prospective students to enter the university.

If you wish to request exemption from the Application Fees, please be sure to contact us (See "**7. Inquiries**") before applying for admission.

1. Type of Examinations Subject to Exemption

Entrance examinations conducted in AY 2023 for Schools, Graduate Schools, and Special Course of Special Support Education.
(including examinations for re-enrollment and transfer)

2. Details of Exemption

Exemption of Application Fees
*The fees for disclosure of entrance examination results is also subject to exemption.

3. Disasters for Exemption

Any of the disasters that happened in or after August 28 2019 and to which the Disaster Relief Act was applied.
*Entrance examinations subject to exemption from application fees are limited to those whose application periods (the final day) are set within five years from the date on which the relevant Disaster Relief Act was applied.
*Only the disasters happened in Japan would be the Subject of the Exemption.

4. Eligibility for Exemption

Applicants who were affected by the disasters under "3. Disasters for Exemption" and who fall under any of the following cases:

(1) When the home owned by the main school expenses supporter was completely destroyed, substantially damaged, or moderately damaged.
(2) When the main household supporter is deceased or missing.

For details on the areas covered by the Disaster Relief Act, access the Cabinet Office website: https://www.bousai.go.jp/taisaku/kyuujo/kyuujo_tekiyou.html (Japanese text only)

5. How to Apply

Please contact us as directed at "**7. Inquiries**" in advance, and then submit the documents required for exemption, together with other admission application documents.
Note: In this case, please do not pay the application fees when applying for admission.

6. Required Documents

(1) "Application for Exemption of Application Fees" which can be downloaded from the Hiroshima University website (https://www.hiroshima-u.ac.jp/en/nyugaku)
(2) Disaster damage certificate (photocopy is also acceptable) [Those who fall under 4 (1)]
(3) Document certifying that the main household supporter is deceased or missing (photocopy is also acceptable) [Those who fall under 4 (2)]

7. Inquiries

Department of Integrated Global Studies (IGS)
School of Integrated Arts and Sciences, Hiroshima University
E-mail: igs-application@hiroshima-u.ac.jp

〈CONTACT ADDRESS〉

Department of Integrated Global Studies
School of Integrated Arts and Sciences
Hiroshima University
1-7-1 Kagamiyama, Higashi-Hiroshima, 739-8521 Japan
Phone: +81-82-424-7988　E-mail: igs-application@hiroshima-u.ac.jp