

Tohoku University Graduate School of Economics and Management
2023 Academic Year
Global Program in Economics and Management (GPEM) Doctoral Program
Application Guideline for Continuation to the 3-Year Doctoral Curriculum
(April Entrance)

Admission Policy

The Graduate School of Economics and Management at Tohoku University offers two majors. The Department of Economics and Management seeks students who are strongly interested in economy or business management, have basic academic skills in those areas, and aspire to work as researchers or highly specialized professionals in such fields in the future. Students are educated with the aim of providing them broad perspectives and profound knowledge, the ability to conduct original research at an international level, and the ability to contribute to social and academic development. The Department of Accountancy (Accounting School) seeks students who have the basic academic skills for accounting and who aspire to be accounting professionals working in international settings. Students are educated with the aim of providing them academic and practical knowledge of accounting, international perspectives, communication skills, and the ability to contribute to social development with strong professional ethics. The Graduate School of Economics and Management also actively accepts working adults aspiring to learn economics or business administration based on new problem awareness or to improve their skills as accounting professionals while using their real-world experience.

Department of Economics and Management, Doctoral Program

While the course is not divided into categories, the GPEM doctoral program is offered. The screening categories below are available. In all categories, applicants having high English language proficiency, specialized knowledge of the relevant fields, and research aptitude will be selected. Research skills will be important criteria. Examination methods vary depending on the screening category. All categories require applicants to meet specified standards for admission according to the examination method.

General screening for transferred students

Examinations are conducted orally and are based on submitted documents.

Screening for working adults transferring from another university

Working adults who have research achievements are eligible to apply in this category. Examinations are conducted orally and are based on submitted documents.

Screening for foreign students transferring from another university

Only the GPEM doctoral program is available. Examinations are conducted based on submitted documents.

Continuation to the 3-year doctoral curriculum

Students in the master's program of the Graduate School of Economics and Management at Tohoku University, or a master's program or professional degree program at Tohoku University, are eligible to apply in this category. Examinations are conducted orally and are based on submitted documents.

Applicants are recommended to acquire specialized knowledge, skills for conducting research and demonstrating results, international perspectives, and the ability to act at the graduate level (for a master's degree) before admission.

Application Guideline

The GPEM doctoral program recruits eligible students for the 3-year Doctoral Curriculum who are currently enrolled in the GPEM 2-year Master Program in the Graduate School of Economics and Management, Tohoku University. All students who wish to continue to this curriculum must follow the application procedure stated below.

I. Number of Enrollments

A few

II. Application Qualification

Applicants must be currently enrolled through Special Examination for Foreign Applicants in the GPEM 2-year Master Program in the Graduate School of Economics and Management, Tohoku University, and expected to receive a master's degree by March 2023.

Note: Please refer to General Examination Guideline if you enter the GPEM 2-year Master Program other than Special Examination for Foreign Applicants.

III. Application Documents

Applicants must send the following documents by postal mail, or bring them in person, to the Instruction Section, Graduate School of Economics and Management.

Download the application forms from the Faculty of Economics/Graduate School of Economics and Management website, fill them out, then print and submit them.

No.	Document	Abstract
1.	Application to Continue, Exam Admission Ticket/Photo Sheet	Use the provided forms. In the photograph area, please attach a 4cm high x 3cm wide photograph taken within the last three months. You will need a total of 3 photos, one for each form. (The photos must show upper body from front, no hat).
2.	Project Paper (3 copies)	Send the version you submitted showing the result of your project.
3.	Abstract of Project Paper (3 copies)	Typed on A4-size paper (approximately 1,500 words, double-spaced, in English).
4.	Research Plan (3 copies)	Typed on A4-size paper (approximately 3,000 words, double-spaced, in English).
5.	Return Envelope	Please include a 23.5cm x 12cm self-addressed envelope with a 694 yen postage stamp attached.

IV. Consent of the Prospective Advisor

You should obtain a prospective advisor's consent to be your academic advisor before starting the application procedures in the event you pass the entrance screening.

Inquiries about the e-mail address of your expected advisor can be made below.

Contact e-mail: gpem@grp.tohoku.ac.jp

V. Application Period

December 2 (Fri.) to 16:00 on December 16(Fri.), 2022.

Note 1: Application documents sent by post will only be considered if they arrive within the above application period.

Note 2: If sending your application by postal mail, please use registered post and write "GPEM Doctoral Course Application Enclosed" in red pen on the front of the envelope.

Note 3: Applications in person will be accepted on weekdays from 8:30 to 12:45, and from 13:45 to 16:00. (Applications are not accepted on Saturdays, Sundays and holidays).

Note 4: We cannot accept incomplete applications.

Note 5: After completing the application procedures, your application documents cannot be altered or returned.

VI. Exam Admission Ticket

Exam Admission Tickets will be issued on February 2 (Thur.). If you do not receive an Exam Admission Ticket, please contact the Instruction Section, Graduate School of Economics and Management (Phone: 022-795-6263). You must bring your Exam Admission Tickets to the examination. Please carefully read the instructions on the Exam Admission Ticket.

VII. Screening

Applicants will be comprehensively assessed based on the examination result of their project report, their project paper, an oral exam, and their research plan.

Examination Date	Examination Time	Subject of Examination
February 9 (Thur.), 2023	9:00-	Oral Examination

Note: You must bring your exam admission ticket and come to the designated testing venue (Graduate School of Economics and Management, Tohoku University) 15 minutes before your assigned time (you will be notified of this time at a later date). Exact examination time will be announced at a later date.

VIII. Successful Applicants and Necessary Procedure

A. Announcement of Successful Applicants

March 3 (Fri.),2023 at 15:00 (tentative)

Successful applicants will be announced on the GPEM web page, as well as personally notified in writing; applicants who did not pass will not be sent any notification. We cannot accept any inquiries on this matter by phone, writing, or other means.

B. Enrollment Procedures

Those who received the acceptance letter must adhere to the enrollment procedures as set out in

the acceptance notification between **March 6 (Mon.) and 16:00 on March 13 (Mon.)**. Submitting enrollment documents in person will be accepted during the hours of 8:30 to 12:45 and 13:45 to 16:00 (excluding Saturdays, Sundays, holidays and March 10). Please be advised that if you do not enroll in the prescribed time period, you will lose your place in the course.

IX. Term of Enrollment

The standard term of enrollment is 3 years

X. Tuition

Tuition per semester is JPY267,900 or yearly tuition is JPY535,800 (both figures are subject to change).

Note 1: If tuition amounts are revised, the new tuition will become applicable from the time of the revision.

Note 2: Information on waivers and deferments of tuition fees will be announced after the announcement of successful applicants.

XI. Consultation with applicants who need consideration for examination and study

Those who need examination consideration and study consideration should submit an application form (the format is not specified) that describes the following items. In addition, in the entrance examination of this graduate school, there is no disadvantage in the acceptance judgment.

- A. Timing of consultation: As a general rule, until October 7 (Fri.), 2022
- B. Contents to be entered in the application form
 1. Applicant's name and address (including contact telephone number)
 2. Matters for which you want to consider the examination
 3. Matters that you want to consider when studying
 4. Contents of consideration that have been recognized so far
 5. Status of daily life
 6. Other reference matters (If you are currently undergoing treatment, attach a medical certificate from a doctor)

XII. Comments

- A. If it is discovered that applicants have made false declarations in the application documents, admission will be cancelled even after enrolment.
- B. After entering the graduate course, and a certain period of time has passed, students are allowed to change their academic advisors, if they receive permission to do so from this graduate school's Faculty Committee.

XIII. Privacy Policy on the Treatment of Personal Information

- A. Any personal information gathered by Tohoku University shall be treated with due care in compliance with the Law for the Protection of Personal Information Retained by Independent Administrative Institutions, and the Act on the Protection of Personal Information of Tohoku University, and security measures will be taken to protect private information.
- B. Personal information, such as examination scores, used in selecting applicants will be used for educational purposes, such as selecting applicants, enrollment support during enrollment procedures, follow-up surveys, and post-enrollment student support (scholarship/tuition waivers and health management etc.), and in connection with tuition collection. Details such as name and address may also be provided to the Keiwakai (Alumni association of 'Faculty of Economics' and

‘Graduate School of Economics and Management’)

- C. In some cases, tasks related to entrance examinations and educational affairs may be outsourced to third-party contractors (hereafter, "subcontractors"). If necessary, all or some personal information may be provided to subcontractors as per the Act on the Protection of Personal Information of Tohoku University.

October 2022

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