

2024 Academic Year

Application Guideline

Global Program in Economics and Management (GPEM)

2-year Master's Program

for Foreign Student Screening (October Entrance)

	1 st period	2 nd period	3 rd period
Pre-application	December 1, 2023 - March 15, 2024, 16:00(JST)		
Application Period	January 17, 2024 – January 31, 2024, 16:00 (JST)	February 14, 2024 – February 28, 2024, 16:00 (JST)	March 15, 2024 – March 29, 2024, 16:00 (JST)
Result Notification	Mid March, 2024	Mid April, 2024	Mid May, 2024
Admission Date	October 1, 2024		

Tohoku University

Graduate School of Economics and Management

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, Master's Program

This department offers two courses: the Economics and Management Research Course, and the Global Program in Economics and Management (GPEM). Each course has the screening categories below. Non-Japanese applicants for the Economics and Management Research Course must have adequate Japanese language proficiency. Applicants for GPEM must have the ability to work in international settings. Examination methods differ depending on the screening category. All categories require applicants to meet specified standards for admission according to the examination method.

General screening

Applicants having adequate English language proficiency and specialized knowledge of economics or business administration will be selected. Examinations are conducted in writing, orally, and based on the submitted documents. The applicants' specialized knowledge is an important criterion.

Screening for working adults

Working adults having vocational capabilities and knowledge of specialized fields will be selected. Examinations are conducted orally and are based on submitted documents. The applicants' specialized knowledge and research aptitudes are important criteria.

Screening for undergraduate students in the Faculty of Economics at Tohoku University

Graduate candidates in the Faculty of Economics at Tohoku University who demonstrate high academic performance and who have a clear purpose for studying at the graduate school will be selected. Examinations are conducted orally and are based on submitted documents. The applicants' specialized knowledge and the propriety of their research plans are important criteria.

Foreign student screening

Only non-Japanese applicants are accepted for GPEM. Applicants having high English language proficiency and high basic academic skills at the undergraduate level will be selected. Examinations are conducted based on submitted documents. The applicants' basic academic skills are important criteria.

Double degree program student screening for the University of Paderborn

Applicants are accepted only for GPEM. Students in the master's program in the Faculty of Business Administration at the University of Paderborn will be selected. Examinations are conducted based on submitted documents. The applicants' specialized knowledge is an important criterion.

Applicants are recommended to acquire specialized knowledge, research skills, and international perspectives at the undergraduate level before admission.

Application Guideline

GPEM was established to foster skilled professionals who possess deep knowledge of economics and management, the ability to discover and solve problems, and an international perspective, so that they will be able to work in societies with differing languages, cultures, and values. Foreign students are eligible to apply under Foreign Student Screening. This screening allows admitted foreign students to complete the program by taking classes taught entirely in English.

I. Major and Enrollment Quota

Major	Quota ¹	Admission Category
Economics and Management	26	Global Program in Economics and Management Foreign Student Screening

¹ Includes those admitted under other admissions categories.

II. Application Qualifications etc.

To be eligible, the applicant must not be a Japanese citizen. In addition, by September 30, 2024, the applicant must have satisfied at least one of the qualifications listed in A. Basic Qualifications and must have fulfilled the requirements described in B. Requirements below.

A. Basic Qualifications

1. be a graduate of a Japanese University
2. have a bachelor's degree in accordance with National Institution for Academic Degrees and Quality Enhancement of Higher Education
3. have fully completed a 16-year school education program overseas
4. have fully completed a 16-year program of school education while in Japan by taking classes via distance learning offered by an overseas school
5. have completed a curriculum of an overseas university (have already completed a 16-year program of school education in the relevant nation) while in Japan at an educational facility that is ranked within the relevant nation's educational system and which has been designated separately by the Ministry of Education, Culture, Sports, Science and Technology (hereinafter, "Ministry of Education")
6. have been conferred a degree equivalent to a bachelor's degree upon completion of a curriculum that has a course term of three years or longer at a university or other school (limited to schools whose overall educational and research activities have been evaluated by the relevant country's government or a government-approved individual, or are designated separately as having met this requirement by the Ministry of Education) in a country other than Japan (including cases in which the student completed the curriculum by taking subjects conducted by said school via distance learning while the student resided in Japan, and cases in which the student has completed a curriculum at an educational facility that is positioned within that country's educational system per the previous item).
7. have completed a professional program (the program must have a course term of more than four years or fulfill other criteria stipulated by the Ministry of Education) at a special technical school after the date stipulated by the Ministry of Education on which that

- school was specially designated by the Ministry of Education
8. have been certified by the Ministry of Education
 9. have enrolled in the graduate school of another university (hereinafter "another graduate school") in accordance with the School Education Act, Article 102, Item 2, and possess sufficient academic abilities to receive an education at Tohoku University graduate school
 10. have been acknowledged, through individual entrance qualification screening, to possess academic abilities either equal to or exceeding those of a university graduate and are at least 22 years old

Note 1: If you wish to apply using Application Qualifications items 6, 8, 9, or 10 above, you should contact us (gpem@grp.tohoku.ac.jp) in advance to screen your eligibility.

Note 2: Application from students who have completed undergraduate study at Japanese universities in 3 years are not accepted.

B. Requirements

A TOEFL iBT® Test score of 79 or higher (TOEFL iBT® Home Edition and Paper Edition are acceptable.) or an IELTS (Academic) score of 6.5 or higher is required.

III. Pre-application procedure

The applicant should apply by accessing the GPEM Pre-application system on the website of Graduate School of Economics and Management.

Please check the following first:

- A. Applicants should register the required information of two referees by accessing to the Recommendation letter system of the GPEM pre-application system. Our system will automatically ask your referee to upload a recommendation letter. Be sure to ask and get consent from your referees for using his/her information prior to registration.
- B. When both recommendation letters are uploaded, you will receive an email, informing you of the URL to the GPEM Pre-application system. You are required to fill in your information and upload some documents (PDF etc.). Important requirements are on the "V. List of Required Documents".
- C. Once we confirm all of your required documents have been uploaded to our system and confirm you are qualified to apply, you will be notified of the next steps by email from us.
- D. Pre-application period

December 1 (Fri.), 2023 to March 15 (Fri.), 2024 16:00 (JST)

IV. Online Application Procedure

- A. Complete the application procedures by the online application system, The Admission Office (hereinafter referred to as TAO) by complying with the guide which is sent to you after the pre-application within the application period. The outline is as follows.
 1. Confirmation of application guidelines and obtaining necessary documents.
Please carefully check this application guideline.
 2. Payment of Application Fee
Please see "k. Application Fee" of "V. List of Required Documents" for more information.
 3. Apply on the TAO application website
Please visit the TAO website (<https://admissions-office.net/en/portal>), create an account and enter the required information on the TAO page that you are guided after passing the pre-application. Once you have registered, you cannot make any changes to your

registration. When registering, please do so carefully and make sure that there are no errors.

The temporary save function is available, please use it effectively for checking.

The application procedure is completed by both paying the application fee and registering the application information on the TAO. Please note that the application procedure is not completed only by paying the application fee or registering the application information.

B. Application Period

Application periods are as follows. Be advised that we accept the applications only from the applicants who have completed the pre-application.

First Application Period: January 17 (Wed.) to January 31 (Wed.), 2024 16:00 (JST).

Second Application Period: February 14 (Wed.) to February 28 (Wed.), 2024 16:00 (JST).

Third Application Period: March 15 (Fri) to March 29 (Fri.), 2024 16:00 (JST).

V. List of Required Documents

	Required Documents	Pre Application	Online Application	Admission Procedure
a	Academic Transcript	O	-	O (Original)
b	Certificate of Graduation (or Expected Graduation)	O	-	O (Original)
c	Online Verification Report of Higher Education Qualification Certificate or Online Verification Report of Student Record	△	-	-
d	Research Plan	O	-	-
e	TOEFL® Test or IELTS (Academic) Score	O	-	△
f	General Test score for the Graduate Record Examination (GRE®) or Official Score Report –Test Taker Copy for the Graduate Management Admission Test (GMAT®)	O	-	-
g	Proof of Expected Scholarship Funding, etc.	△	-	-
h	Resident Registration	△	-	O (Original)
i	Pledge	O	-	O (Original)
j	Photo Data of the Applicant	O	-	-
k	Application Fee	-	O	-

O : Required, △ : if applicable, - : Not required

- a. Academic Transcript
Submit a transcript from your university or the university from which you most recently graduated. Not required for students who graduated from the Tohoku University Faculty of Economics.
- b. Certificate of Graduation (or Expected Graduation)
If you are applying under item No.2 of “A. Basic Qualifications” of “II Application Qualifications”, submit your bachelor's diploma (or certificate of expected graduation). Not required for students who graduated from the Tohoku University Faculty of Economics.
- c. Online Verification Report of Higher Education Qualification Certificate or Online Verification Report of Student Record
Only those who graduated or expected to graduate from a university in People's Republic of China.
- d. Research Plan (1,000 words in English)
Research plan should include a concise and informative title.
- e. TOEFL® Test or IELTS (Academic) Score
If submitting a TOEFL® Test score, please have ETS send the Institutional Score Report for your test, which must have been taken on or after March 1, 2022, to this graduate school. The Institution Code is 0232. We only accept TOEFL iBT® scores from a single test date, not MyBest™ scores. If submitting an IELTS score, please submit the IELTS Test Report Form (official certificate) original or copy, for your test, dated on or after March 1, 2022.
Neither of these tests is required if you graduated from a university in a country where English is an official language, such as the UK, the USA, Canada, Australia, and New Zealand. In such cases, please contact us in advance for instructions.
If you provide multiple English skill scores, we will calculate and use the highest score.
Inquiries: gpem@grp.tohoku.ac.jp
- f. General Test score for the Graduate Record Examination (GRE®) or Official Score Report –Test Taker Copy for the Graduate Management Admission Test (GMAT®)
If submitting a GRE® Test score, please have ETS send the Graduation Institution Score Report for your test, which must have been taken on or after March 1, 2019, to this graduate school. The DI Code is 4137. If submitting a GMAT® score, please submit the GMAT® Official Score Report or copy, for your test, dated on or after March 1, 2019.
※ TOEFL®, TOEFL iBT®, TOEFL ITP® and GRE® are registered trademarks of ETS.
- g. Proof of expected scholarship funding, etc. (if applicable)
- h. Resident Registration
This must be submitted only if you are a non-Japanese citizen currently residing in Japan (unless your period of residence is less than 90 days).
- i. Pledge (official form)
- j. Photo Data of the Applicant
- The photo must be colored and be taken within 3 months prior to the application.

- With the upper half of the body, without a headband, facing front.
 - No backgrounds or patterns.
 - Available data must be in jpeg or jpg format and between 100 KB and 5 MB in size.
 - The ratio of 4:3 (length: width)
- k. Application Fee: JPY 30,000
- We will send the payment instructions to the applicants who pass the pre-application.
Please follow the instructions and upload a copy of the receipt to the TAO.

Note 1: All the submitted documents and information must be written in English or Japanese.

Note 2: All documents to be uploaded should be in PDF format except “j. Photo Data of the Applicant”.

Note 3: We do not accept pre-applications documents which are not completed by the due date, even in the event we require you to resend or resubmit documents to complete your pre-application.

Note 4: Once you fill in your information and upload the required documents to the GPEM pre-application system, your submission cannot be cancelled or altered.

Note 5: **Certificates uploaded during the pre-application must be submitted in original at the time of admission procedures.** If the original cannot be verified at the time, admission will be cancelled.

Note 6: After submitting the application documents (Including your registered information on the TAO, the same hereinafter), your application documents cannot be cancelled or altered. The application fee cannot be refunded.

Note 7: We cannot accept incomplete applications.

Note 8: If it is discovered that the application documents include any false declaration, even after enrollment, then admission will be cancelled.

VI. Screening

You will be evaluated based on your submitted documents.

VII. Admission Notification

You will be informed of the results of your application via TAO during the following periods.

First Application Period: by mid-March 2024

Second Application Period: by mid-April 2024

Third Application Period: by mid-May 2024

The announcements for the first and second application periods will include successful applicants along with wait-listed applicants. The announcement for the third application period will include only successful applicants. Wait-listed applicants who have been formally accepted may be announced during the announcements for the second and third application periods. Unsuccessful applicants will not be notified.

VIII. Admission Procedures

Detailed information related to the admission procedures will be provided in the enrollment documents sent after the announcement of successful applicants.

Follow the instructions and complete the necessary procedures by the deadline. The admission procedure is not online but by post.

Mailing Address:

Instruction Section, Graduate School of Economics and Management, Tohoku University
27-1 Kawauchi, Aoba-Ku, Sendai 9808576 JAPAN

Send all the documents by registered mail, or EMS, DHL, FedEx, etc. **Application materials will not be returned.**

Please note that if you do not complete the admission procedures by the deadline, you will be treated as if you have not enrolled.

IX. Admission and Tuition Fees

- A. Admission Fee: JPY 282,000 (subject to change) [to be paid in September 2024]
- B. Fall Semester Tuition: JPY 267,900 (yearly JPY 535,800) (estimated) [paid in October 2024 entrance period or later]

Note 1: If tuition amounts are revised during your term of enrollment, the new tuition will become applicable from the time of that revision.

Note 2: Information related to waivers and deferments of tuition fees will be provided in the entrance procedure documents sent after the announcement of successful applicants.

X. Entrance Period

The Entrance Period will be in October 2024.

XI. Notes

- A. If you have questions about applying, please contact: gpem@grp.tohoku.ac.jp
- B. After entering, you must enroll in Personal Accident Insurance for Students Pursuing Education and Research (Gakkensai) and Comprehensive Insurance for Students Lives Coupled with PAS for International Students (Inbound futai-gakuso). Additionally, if you expect to rent private housing, you must enroll in an insurance/mutual relief policy such as Comprehensive Renters' Insurance for Foreign Students Studying in Japan.
- C. No questions regarding the screening result will be accepted.

XII. Privacy Policy on the Treatment of Personal Information

- A. All personal information gathered by Tohoku University shall be treated with due care in compliance with the relevant university regulations, such as the Act on the Protection of Personal Information (2003, Act No. 57), and the National University Corporation Tohoku University Policy on the Protection of Personal Information, and security measures will be taken to protect it.
- B. Personal information, such as examination scores, used to screen applicants will be used exclusively for educational purposes, such as selecting applicants, enrollment procedures, pre-enrollment instruction, follow-up surveys, post-enrollment student support (scholarships, tuition waivers and health management etc.) and academic advising, or in connection with tuition collection etc., or surveys/research (surveys/analysis related to entrance examination

improvements and reasons for applying; including analysis using the enrollees' personal information after enrollment).

- C. Tasks related to entrance examinations and academic affairs may be outsourced by Tohoku University to third-party contractors (hereafter, "contractors"). If personal information is provided in whole or in part to contractors, necessary measures will be taken to ensure it is handled appropriately in accordance with the relevant university regulations, such as the National University Corporation Tohoku University Policy on the Protection of Personal Information.

XIII. Educational Data Usage

Data, including personal information, that Tohoku University collects through its education/learning activities and stores on its information systems (hereafter, Educational Data) is analyzed with the latest analytical and A.I. technology and is considered vital to our implementation of evidence-based education.

Consequently, the university strives to use Educational Data effectively and appropriately in compliance with our "Statement on Educational Data Usage," "Policy on Educational Data Usage," and "Tohoku University's 8 Principles of Educational Data Acquisition."

After being admitted to the university, students' personal information, such as entrance exam scores etc., is merged with the university's Educational Data.

URL : <https://www.tohoku.ac.jp/japanese/studentinfo/education/08/education0801/>

October 2023

Graduate School of Economics and Management, Tohoku University
27-1, Kawauchi, Aoba-Ku, Sendai 980-8576 JAPAN
Tel.: +81-22 (795) 6263
<https://www.econ.tohoku.ac.jp/en>

**Appendix: Faculty Members of Graduate School of Economics and Management,
Tohoku University
2024 Academic Year**

Professors

Name	Specialized Subject
Kenji MORI	Political Economy I (Marxian Economics)
Akiomi KITAGAWA	Theoretical Economics II (Macroeconomics)
Yoh KAWANA	Economic History of Western Europe
Naoki ODANAKA	History of Social Thoughts
Shinji OHSETO	Economic Planning
Akira HIBIKI	Environmental Economics
Shigemi IZUMIDA	Industrial Organization
Kazuhiro KUROSE	Economic Policy
Yasumasa MATSUDA	Economic Statistics
Ken-ichi SUZUKI	Decision Making
*Masahiko FUJIMOTO	Organization and Management
Yoshifumi MUROI	Investment and Security Analysis
Yuko NISHIDE	Non-profit Organization
Midori WAKABAYASHI	Welfare Economy
Hiroshi YOSHIDA	Aging Economy
Norio SASAKI	Public Finance
Michi FUKUSHIMA	Regional Enterprises
*Satoru MASUDA	Regional Planning
Shiro HIOKI	Asian Economy
Nozomu KAWABATA	Industrial Development
Jun NAGAYASU	International Economics

Associate Professors

Name	Specialized Subject
Yutaka FURUYA	History of Economic Thought
Kazuho SAKAI	History of Japanese Economy
Michio SUZUKI	Applied Macroeconomics
Yasunari TAKAURA	Management
Takeyasu ICHIKOJI	Marketing Management
Hiroaki CHIGIRA	Econometrics
Iat-Meng KO	Data Science in Business
Tsukasa ISHIGAKI	Business Statistics
Takenobu YUKI	Business History
Kiyohiro YAMAZAKI	Management Strategy
Takuya ISHIHARA	Data Science in Economics
Michio YUDA	Health Economics
Ayumu SUGAWARA	Global Business History

*Will resign at the end of 2024 academic year.