

2024 Academic Year

Application Guideline

Global Program in Economics and Management (GPEM)

2-year Master's Program

for Double Degree Program Student Screening

for University of Paderborn (April Entrance)

Application Period	November 1, 2023 - November 15, 2023, 16:00 (JST)
Result Notification	Mid December, 2023
Admission Date	April 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 a deep knowledge of economics/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. Students enrolled in Faculty of Business Administration, University of Paderborn are eligible to apply under this Double Degree Program Student Screening based on the Agreement for a “Double Degree Program in International Economics and Management” between Graduate School of Economics and Management, Tohoku University, Japan and Faculty of Business Administration, University of Paderborn, Germany.

I. Major and Enrollment Quota

Major	Quota	Admission Category
Economics and Management	3	Global Program in Economics and Management Double Degree Program Student Screening

II. Application Qualifications etc.

To be eligible, you must be a student enrolled in Faculty of Business Administration, University of Paderborn and have passed a preliminary screening for application for GPEM conducted by University of Paderborn. (For further details of the preliminary screening, please apply to the program coordinator at University of Paderborn.)

III. Application Procedures

A. Online Application Procedure

Complete the application procedures by the online application system, The Admission Office (hereinafter referred to as TAO) within the application period.

1. Confirmation of application guidelines and obtaining necessary documents.

Please carefully check this application guideline, especially the next “B Required Documents”.

2. 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.

Uploading of the research plan and other documents to be submitted is also done at the time of this online application procedure.

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 when the application information is registered on the TAO and two letters of recommendation are received.

B. Required Documents

Submit the required documents on the TAO.

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

1. Application, Curriculum Vitae, Photo Data of the Applicant

Register the required information on the TAO page and upload your photo data.

【Requirement of the photo data】

- 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)

2. 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.

3. Research Plan

3,000 words in English. Upload in PDF format.

4. Pledge (official form)

5. Two letters of recommendation from academic advisors or equivalent.

It is preferable for one of the letters to be written by your faculty's dean. Ask your referees to send their recommendation letters directly to the GPEM Office (gpem@grp.tohoku.ac.jp) by November 15 (Wed.), 2023, 16:00 (JST) and register your referees' information on the TAO.

IV. Application Period

November 1 (Wed.) to November 15 (Wed.), 2023, 16:00 (JST).

Note 1: Submitted documents must be written in English or Japanese.

Note 2: All documents to be uploaded should be in PDF format except the photo data of the applicant.

Note 3: After submitting the application (Including your registered information on the TAO, the same hereinafter), your application documents cannot be cancelled, altered or returned.

Note 4: We cannot accept incomplete applications.

Note 5: If it is discovered that applicants have made false declarations in the application documents, admission will be cancelled even after enrolment.

Note 6: 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.

V. Screening

You will be evaluated based on your submitted documents.

VI. Admission Notification

Only successful applicants will be informed of the results via TAO by mid December 2023.

VII. Admission Procedure

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 application 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.

VIII. Entrance Period

The Entrance Period will be in April 2024.

IX. Status at Tohoku University

- A. Students who have passed Double Degree Student Screening and are allowed to participate in the Double Degree Program must be enrolled as regular students at both institutions. Participating students will have to study at least two semesters at GPEM.
- B. Participating students who meet all necessary degree requirements in both institutions separately are eligible to separately receive master's degree from each of both institutions. The award of master's degree (in Economics or Management) at GPEM is subject to the regulations of Graduate School of Economics and Management, Tohoku University.

X. Required Fees

- A. Participating Students will be exempt from examination, entrance and tuition fees at Tohoku University.
- B. Tohoku University will not be liable for travel, living, healthcare, insurance, accommodation or other expenses incurred by the students.

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 will rent private housing, you must enroll in an insurance/mutual relief policy, such as Comprehensive Renters' Insurance for Foreign Students Studying in Japan.

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

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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.