Master's course, Graduate School of Applied Informatics, University of Hyogo
Dual-Degree Program with Carnegie Mellon University
Application Guide for the 2018-19 Academic Year

1　　Admissions Capacity & Application Eligibility

Admissions Capacity　　10 students will be admitted to the Dual-Degree Program.
High Confidence Informatics Course, Graduate School of Applied Informatics

Application Eligibility

Applicants must meet at least one of the following requirements.

① Applicants who completed a bachelor's degree, or are expected to complete by March 31, 2018

② Applicants who have been granted, or are expected to be granted by March 31, 2018, a bachelor's degree from the National Institution for Academic Degrees and University Evaluation (NIAD-UE) under the provisions of Article 104, Paragraph 4 of the School Education Act.

③ Applicants who completed, or are expected to complete by March 31, 2018, 16 years of school education in foreign countries.

④ Applicants who completed, or are expected to complete by March 31, 2018, 16 years of school education in foreign countries by completing, in Japan, distance learning programs provided by schools in foreign countries.

⑤ Applicants who in Japan, completed, or are expected to complete by March 31, 2018, a course of an educational institution (i) established within a foreign country's educational system, (ii) treated as providing university courses (whose graduates are recognized as completing 16 years of school education in the foreign country), and (iii) designated by the Minister of Education, Culture, Sports, Science and Technology of Japan.

⑥ Applicants who completed, or are expected to complete by March 31, 2018, a vocational school's specialized curriculum specified by the Minister of Education, Culture, Sports, Science and Technology of Japan, after the day specified by the Minister; the curriculum must be of at least four years and fulfill the criteria stipulated by the Minister.

⑦ Applicants who are nominated, or are expected to be nominated by March 31, 2018, by the Minister of Education, Culture, Sports, Science and Technology of Japan (under Public Notice by the Minister of Education, No.5, 1953).

(Note) Should you have any questions concerning the application eligibility or wish to be admitted under the conditions ⑥ or ⑦ of the above, please contact the office, University of Hyogo, Kobe Campus for Information Science as soon as possible (deadline: Dec. 1 [Fri.]).

2　　Application Period ＆ Required Documents ,etc

Application Period　　Dec. 1 (Fri.), 2017 ―Jan .12 (Fri.), 2018
※ Applicants must access the online application system of Carnegie Mellon University by Jan .5 (Fri.), 2018.

Required Documents (In case the applicant's name on the certificates and the Application Form differ, attach documents to prove the name change.)
Complete both application processes below Ⅰ＆Ⅱ.

Ⅰ．**Documents to be submitted to Carnegie Mellon University via the online application system** (https://gradadmissions.engineering.cmu.edu/apply/)
Application Form, Resume, Letters of Recommendation, Statement of Purpose, Official TOEFL Scores, Official GRE General Test Scores, etc.

※ Follow the instructions on the online application system and write down in English.
※ The online application system is available before Dec. 1 for the applicants to prepare the application.

※ It is not necessary to submit official TOEFL score for the applicants whose native language/mother tongue is English or who have attended and graduated from a four-year undergraduate degree program at an accredited U.S. university.

II. Documents to be submitted in hard copies to University of Hyogo

Documents	Descriptions
Application Form (in Japanese or in English)	Use the provided form and attach a photograph.　The photo should be 4 cm×3 cm showing a front view of your full face with shoulders and upper chest without a hat. It must be taken within 3 months prior to the date of submission of the form.
Certificate of graduation or expected graduation (in English)	Instead of Certificate of graduation or expected graduation, Certificate of degree or Certificate of a receipt for an application form for a bachelor's degree is also acceptable.
Transcripts from universities or Transcripts concerning awarding of degree from the NIAD-UE (in English)	Official transcripts in a sealed envelope should be issued by the head of the university applicants have attended or are attending.　Transfer students must also submit transcripts from their previous universities. Applicants meeting condition ② of the application eligibility (applicants who have been granted or are expected to be granted a bachelor's degree from the NIAD-UE under the provisions of Article 104, Paragraph 4 of the School Education Act of Japan) must submit all transcripts relating to the awarded degrees. The expected graduates and degree awardees must submit transcripts issued within 3 months prior to the date of submission of the form.
Application Fee	¥30,000 Payable through money order for the amount of ¥30,000 issued by the Japan Post Bank in and after October, 2017. Keep the money order as it was issued, and do not write anything on it.
Certificate of Residence or Photocopies of Passport (Foreigners)	The certificate must include residence status and period of stay in Japan. Photocopies are not accepted. If applicants can not submit the Certificate of Residence, submit photocopies of all pages (including blank pages) of the passport.

Application Procedure:　In person or via mail
・The office accepts the submission in person between 10:00-16:00 (closed 12:00-13:00). The office is closed on Saturdays, Sundays and national holidays.
・Completed application documents must reach the office, University of Hyogo by Jan. 12 (Fri.) at the latest. Enclose all the application documents in an envelope and write the following words at the front in red and send via express and simplified registered mail: **"Application documents for Dual-Degree Program enclosed: Master's course, Graduate School of Applied Informatics"**.

Mailing address
University of Hyogo, Kobe Campus for Information Science, 7-1-28 Minatojima-Minami-Machi, Chuo-ku, Kobe, Hyogo 650-0047
TEL：+81-78-303-1901

3	Evaluation of Applications

Selection Procedure　Document screening will be done by both Carnegie Mellon University and University of Hyogo. (Applicants shall be interviewed as necessary.)

※ It is desirable for the applicants to possess below educational background and Official TOEFL Scores.
・Successful completion of an introductory-level undergraduate computer science or information technology courses.
・Demonstrated analytical ability, including the successful completion of undergraduate probability or statistics courses.
・Official TOEFL Scores：above 90.

4　　Announcement of Successful Applicants

Date and Time　　Feb. 1 (Thu.), 2018　10:00 a.m.

Announcement Method　The results will be displayed at the University of Hyogo, Kobe Campus for Information Science (5th Fl. Computational Science Center Bldg.). In addition, successful applicants will receive a notice. The office will not respond to any inquiries by phone.

5　　Admission Procedure and Admission Fees, etc.

Period　　Feb. 5 (Mon.) － Feb.13 (Tue.), 2018

Procedure　Successful applicants will receive documents necessary for admission. Ensure to prepare the required documents and complete the enrollment procedure during the period shown above.
　　　　　　※Carnegie Mellon University will notify the applicants separately.

Admission Fees, etc.
　〔University of Hyogo〕　　　　　　　　　　　　　　　　　　　(as of April 1, 2017)

Category		At admission	At enrollment	Oct.2018	Jan.2020	Total
Admission fee	A (*)	¥282,000	－	－	－	¥282,000
	B (*)	¥423,000	－	－	－	¥423,000
Tuition fees		－	¥267,900	¥133,950	¥133,950	¥535,800

(*) Note 1) Category A applies to applicants who will have had a registered address in Hyogo Prefecture for more than one year on the day of enrollment, or a spouse or relatives within the first degree of such applicants; students continuing from an undergraduate degree course of University of Hyogo; and foreign applicants. Category B applies to other applicants.
　　　　2) The amount may be revised according to the amendment(s) of concerning ordinance of University of Hyogo. If tuition fees are subject to revision while students are enrolled, the new amount will apply from the date of revision.

　Cf.〔Carnegie Mellon University〕
　　Applicants shall pay US$100 (subject to change) as registration fee to Carnegie Mellon University.
　　Carnegie Mellon University will announce the details of the tuition fees separately.
　　(Tuition fees for the 2017 Academic Year　US$69,000：3 semesters (US$23,000 per semester))

6　　Other Information

Important Reminders
(1)　Applicants with physical disability who require special assistance should notify the office in writing at the time of application.
(2)　Ensure to make every effort to submit accurate documents at the time of application. It is not possible to make any amendments to the submitted application documents. Application documents and the application fee will not be returned under any circumstances.
(3)　All the dates and times described in this guide are based on the Japan Standard Time (JST).

Privacy Policy

Personal information provided by applicants will only be used for evaluation purposes.

Contact Information

The office, University of Hyogo, Kobe Campus for Information Science
7-1-28 Minatojima-Minami-Machi, Chuo-ku Kobe, Hyogo 650-0047
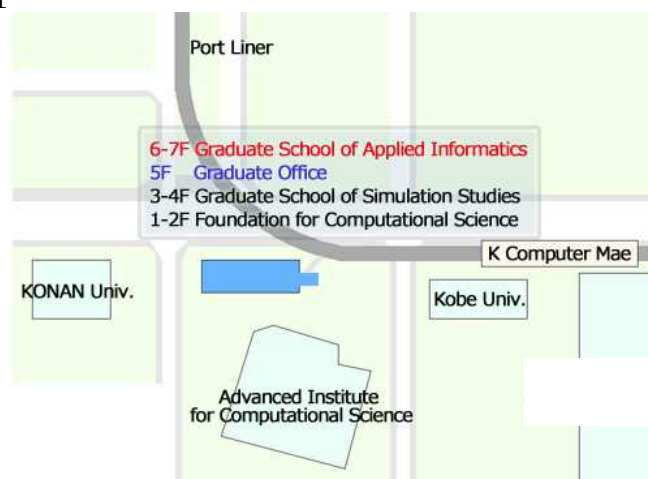TEL: +81-78-303-1901   FAX: +81-78-303-2700   e-mail: gsai@ai.u-hyogo.ac.jp
https://www.ai.u-hyogo.ac.jp/

> Access to the Office

University of Hyogo, Kobe Campus for Information Science

5th Fl., Computational Science Center Bldg.,
7-1-28 Minatojima-Minami-Machi, Chuo-ku, Kobe, Hyogo 650-0047
TEL: +81-78-303-1901

* Take a Portliner train bound for Kobe Airport at Sannonmiya station (about 14 mins.)
* Get off at K Computer Mae station and about 3 mins. walk