

INTERNATIONAL GRADUATE PROGRAM ON CIVIL AND ENVIRONMENTAL ENGINEERING

2017

As part of the International Graduate Program at Saitama University, the Department of Civil and Environmental Engineering (DCEE) offers highly qualified students the opportunity to pursue graduate studies and conduct research in Civil and Environmental Engineering leading to a Master of Engineering Degree or a Doctor of Engineering/Philosophy Degree. The program starts in either April or October and requires a standard two-year residency for the completion of a master's degree and three years for a doctoral degree. Class instruction, research supervision and guidance are conducted in English, as well as dissertations, reports, examinations and presentations by students.

1. QUALIFICATIONS

An applicant must fulfill the following qualifications:

- Have a master's degree or equivalent research experience for an applicant to the doctoral degree program; a bachelor's degree or equivalent professional experience for an applicant to the master's degree program.
- Have an indicative minimum score of English language proficiency test: 80 for TOEFL (IBT) or 5.5 for IELTS or equivalent.
- Be in good mental and physical health.

Additional qualifications are described below separately by the category of applicant:

(A) An Applicant who is Applying for Admission under Scholarship

DCEE is currently administering three scholarship programs: the Monbukagakusho¹ Scholarship, ADB-JSP², and JJ/WB GSP³. Details of these scholarships and requirements are provided in the sections below.

¹ Ministry of Education, Culture, Sports, Science and Technology of the Government of Japan

² Asian Development Bank-Japan Scholarship Program

³ Joint Japan/World Bank Graduate Scholarship Program

(A-1) An applicant for doctoral or master's degree program with the Monbukagakusho Scholarship must:

- be a national of a country where the Japanese Government Scholarship is offered.
- be under 35 years of age as of April 1, 2017. (i.e. born on or after April 2, 1982)

If awarded the scholarship, the applicant must be able to come to Saitama University by October 7, 2017. An applicant who was an awardee of the Japanese Government Scholarship during the last three years is not eligible for this scholarship program.

(A-2) An applicant for master's degree program with the ADB-JSP Scholarship must:

- be a national of a member country of the Asian Development Bank.
- be not more than 35 years old at the time of application.
- agree to return to his/her home country after completion of study.
- not be an Executive Director, an Alternate Director, an official or a staff member of the Asian Development Bank and other international organizations. This includes a close relative.
- live or work in his/her home country.
- have at least 2 years of full-time professional working experience acquired after a university degree at the time of application.

(A-3) An applicant for master's degree program with the JJ/WB GSP Scholarship must:

- be a national of a World Bank member country eligible to borrow.
- not be a dual citizen of any developed country.
- be under the age of 45 at the time of JJ/WB GSP application deadline date.
- not be an Executive Director, his/her alternate, and/ or staff of all types of appointments of the World Bank Group, or a close relative of the aforementioned by blood or adoption with the term "close relative" defined as: Mother, Father, Sister, Half-sister, Brother, Half-brother, Son, Daughter, Aunt, Uncle, Niece, or Nephew.
- hold a bachelor's degree (or equivalent university degree) earned before 2014.

- have at least 3 years of development-related experience since earning a bachelor’s degree (or equivalent university degree) and within the past 6 years from the date of the JJ/WB GSP Application Deadline.
- be in good health, with respect to the capacity to be a productive scholar on a continuous full-time basis for the duration of the master’s program, as certified by a medical doctor less than 3 months before the start of the master’s program.
- not received any scholarship funding to earn a Graduate degree or its equivalent from any other sources funded by the government of Japan.

(B) An Applicant who is Applying for Admission Only

Those who will be self-supported or have secured scholarship/financial support from sources other than DCEE administered scholarships must provide evidence that he/she is financially able to bear the expenses while pursuing their degree.

(C) An Applicant who is Residing in Japan at the Time of Application

They should enroll under the regular master’s/doctoral program of the Graduate School of Science and Engineering, of which the admission procedures are different from the International Graduate Program on Civil and Environmental Engineering. However, international students admitted through this process will be entitled to the benefits described above as the constituencies of the International Graduate Program on Civil and Environmental Engineering. Such candidates, who seek admission under the regular program, are advised to contact the Graduate School directly for further details. Please note that the deadlines for the regular program are different from those given on this form.

2. SELECTION CRITERIA AND PROCEDURE

Evaluation of applications will be based on the candidate’s scholastic ability and research potential assessed from previous credentials, recommendation letters and essays on specific topics. The lists of candidates nominated by the DCEE are sent to the Ministry, ADB, and World Bank respectively for final approval. During the selection process, short-listed candidates may be contacted through internet-based interviews or other appropriate means. Details of these interviews will be sent out to short-listed candidates. It is not possible to respond to telephone or mail requests regarding the status of application until the selection is finalized.

3. SCHEDULE FOR APPLICATIONS AND ADMISSION

The schedule for the application and admission process is as follows:

(A-1) Doctoral or Master’s applicants who are seeking admission with Monbukagakusho scholarship

December 20, 2016	deadline for receiving applications
January 20, 2017	notification of results to short-listed candidates
January 20-31, 2017	internet-based interviews for short-listed candidates
March 15, 2017	notification of results to applicants
October 1, 2017	Graduate program begins

(A-2) Master’s applicants who are seeking admission with ADB-JSP scholarship

October 20, 2016	deadline for receiving applications
March 15, 2017	notification of results to applicants
April 1, 2017	Graduate program begins

(A-3) Master’s applicants who are seeking admission with JJ/WB GSP scholarship

October 20, 2016	deadline for receiving applications
March 15, 2017	notification of results to applicants
October 1, 2017	Graduate program begins

(B) Applicants who are only seeking admission, and are self-funded or have already obtained other scholarships/financial assistance

November 1, 2016	deadline for receiving applications for the April (2017) intake
December 20, 2016	notification of results to applicants for the April (2017) intake
April 1, 2017	Graduate program begins
April 15, 2017	deadline for receiving applications for the October (2017) intake
June 20, 2017	notification of results to applicants for the October (2017) intake
October 1, 2017	Graduate program begins

4. REQUIRED DOCUMENTS

- a) Completed application form (Form A)
- b) Official academic transcripts stating the grades obtained during previous undergraduate and graduate programs
- c) Two letters of recommendation (Form B)
- d) Essays on selected topics (Form C)
- e) A concise resume (Form D)
- f) Certificate of English proficiency (an official score of TOEFL or IELTS or equivalent)
Department institutional code for TOEFL: 7314
- g) Latest Income Tax Return or Certification of Annual Salary (ADB-JSP only)
- h) Certification of Family Income (Parent's Income if single or Spouse's Income if married) (ADB-JSP only)
- i) ADB-JSP Information Sheet (ADB-JSP only)

5. TUITION FEES AND LIVING EXPENSES

The tuition and admission fees for the 2016-2017 session, which are the same for the master's and doctoral programs, and the estimated living expenses are:

- Tuition Fee: 535,800 yen per year
- Admission Fee: 282,000 yen upon admission
- Cost of Living: about 110,000 to 140,000 yen per month

6. SCHOLARSHIP AND FINANCIAL ASSISTANCE

The program admits about 15 to 20 students to the master's course and 7 to 10 to the doctoral course. Scholarships offered by the Monbukagakusho, ADB-JSP and JJ/WB GSP are available to students who have demonstrated academic excellence. Each year scholarships are granted to about seven new doctoral students and to about fifteen new master's students.

All scholarships cover tuition and academic fees, a monthly allowance ranging from 147,000 to 148,000 yen and round-trip economic airfare from the awardee's home country. The Monbukagakusho Scholarship is granted for up to three years and master's degree scholarships are granted for up to two years based on the satisfactory performance of the student. Neither scholarships are extendable beyond three and two years, respectively. The master's degree scholarships require the awardees to return to their home countries upon completion of study to contribute to their country's development.

7. FACULTY MEMBERS AND RESEARCH FIELDS

Faculty members who are affiliated with DCEE are listed below. Their research topics are related to civil and environmental engineering including geotechnology for disaster prevention, earthquake and design of transportation infrastructure, strengthening and rehabilitation of civil infrastructures, environmental engineering, and ecological engineering.

Professors

KAWAKAMI, Hideji, D. Eng. (Retirement in March 2017)	Earthquake engineering, Lifeline systems, Strong ground motion, Earthquake response of structures, Structural safety and reliability, Seismic design
KAWAMOTO, Ken, Ph. D.	Geoenvironmental engineering, Solid waste management in developing countries
KUBOTA, Hisashi, D. Eng.	Planning and design of streets in local areas, Citizen involvement in local planning, Traffic-impact study in large-scale facilities
KUWANO, Jiro, D. Eng.	Geotechnical engineering, Geotechnical earthquake engineering
MATSUMOTO, Yasunao, Ph. D.	Structural dynamics, Human response to vibration
MUTSUYOSHI, Hiroshi, D. Eng.	Reinforced concrete and prestressed concrete, Earthquake engineering for concrete structures, Externally prestressed concrete structures, Application of new materials to concrete
OKUI, Yoshiaki, D. Eng.	Applied mechanics, Bridge engineering, Micromechanics and fracture mechanics
SAITOH, Masato, D. Eng.	Earthquake engineering, Seismic design of structures
TANAKA, Norio, D. Eng.	River engineering, River environmental engineering

Associate Professors

ASAMOTO, Shingo, D. Eng.	Concrete engineering
KOJIMA, Aya, Ph. D.	Transportation planning
MAKI, Takeshi, D. Eng.	Concrete engineering
MOGI, Hidenori, D. Eng.	Earthquake engineering, Earthquake ground motion
OGUCHI, Chiaki, D. Sci.	Geosphere material sciences, Rock weathering and geomorphology
OSADA, Masahiko, D. Eng.	Rock mechanics, Applied geology
TANIYAMA, Hisashi, D. Eng.	Earthquake engineering and seismology
YAGISAWA, Junji, Ph. D.	River engineering
YAMABE, Tadashi, D. Eng.	Rock mechanics, Mechanics of fully coupled thermal-mechanical-fluid flow phenomena for geomaterials, Dynamic properties of soft rocks and rock masses

Assistant Professors

DANG, Ji, D. Eng.	Structural mechanics and dynamics
FURUSATO, Eiichi, D. Eng.	Environmental hydraulics
GOIT, Chandra S., Ph. D.	Earthquake engineering
LUAN, Yao, Ph. D.	Concrete engineering
OKUBO, Kazuaki, Ph. D.	Transportation planning
SAITO, Takeshi, Ph. D.	Hydrogeochemistry and geo-environmental engineering

8. CORRESPONDENCE

All correspondence and inquiries should be addressed to:

Foreign Student Office (FSO)
Department of Civil and Environmental Engineering
Saitama University
255 Shimo-Okubo, Sakura-ku, Saitama-shi
Saitama, Japan 338-8570
Phone / Fax: +81-48-858-3555
Email: fso@sun.civil.saitama-u.ac.jp
<http://intl.civil.saitama-u.ac.jp>



Application for Admission to
The INTERNATIONAL GRADUATE PROGRAM
on CIVIL AND ENVIRONMENTAL ENGINEERING

*attach your photo
taken within
the past six months*

1. Name: _____
family name *given name* *middle name*

2. Nationality: _____ 3. Sex: male female

4. Age: _____ 5. Date of Birth: _____ 6. Marital Status: single married

7. Present Affiliation and Position: _____

employer or university

position or status

8. Permanent Address: _____

9. Present Mailing Address: _____

Tel: _____ Fax: _____ Email: _____

10. Major Fields of Interest in Civil and Environmental Engineering:

(a) _____ (b) _____

11. Degree Program applying for: Master of Engineering Doctor of Engineering / Ph.D.

12. Application for Admission and Scholarship:

Applying for Admission with Scholarships administered by the Department

Applying for Admission only, and have already obtained scholarship or financial support

(Please specify scholarship obtained: _____)

Monbukagakusho Scholarship through Japanese Embassy in home country: have applied

13. Professional Experience: (list starting with the most recent employment)

Current Annual Income (in US\$) _____

<i>Employer</i>	<i>Position/Title</i>	<i>Period</i>		<i>Full Time (year)</i>	<i>Nature of Work</i>
		<i>from</i>	<i>to</i>		
		<i>Total years of full time job</i>		<i>years</i>	

14. Educational Background:

(a) Bachelor's Degree _____ Major _____
University _____
Location _____ Period: from _____ to _____
Class Rank: _____ Total Number of Students: _____ Grade or G. P. A. _____
Awards, Honor, Scholarships received _____

(b) Master's Degree _____ Major _____
Institution _____
Location _____ Period: from _____ to _____
Class Rank: _____ Total Number of Students: _____ Grade or G. P. A. _____
Awards, Honor, Scholarships received _____

(c) Other Academic Training: Specialization _____
Institution _____
Location _____ Period: from _____ to _____
Class Rank: _____ Total Number of Students: _____ Grade or G. P. A. _____
Awards, Honor, Scholarships received _____

15. Rate your proficiency in the English Language:

Reading	<input type="checkbox"/> <i>poor</i>	<input type="checkbox"/> <i>average</i>	<input type="checkbox"/> <i>good</i>	<input type="checkbox"/> <i>excellent</i>
Writing	<input type="checkbox"/> <i>poor</i>	<input type="checkbox"/> <i>average</i>	<input type="checkbox"/> <i>good</i>	<input type="checkbox"/> <i>excellent</i>
Speaking	<input type="checkbox"/> <i>poor</i>	<input type="checkbox"/> <i>average</i>	<input type="checkbox"/> <i>good</i>	<input type="checkbox"/> <i>excellent</i>
Listening	<input type="checkbox"/> <i>poor</i>	<input type="checkbox"/> <i>average</i>	<input type="checkbox"/> <i>good</i>	<input type="checkbox"/> <i>excellent</i>

Certificate of English Proficiency (TOEFL, IELTS or equivalent):

TOEFL score _____ date taken _____ IELTS score _____ date taken _____
 others name of test: _____ score: _____ date taken: _____

16. Other comments (interests, achievements, skills, publications) which might be important to your application

17. List other universities or graduate schools (in Japan or other countries) that you are also applying to:

18. Name two persons who can give us critical evaluation of your qualifications:

(a) _____ (b) _____

I _____, the undersigned, herewith certify that all of the above information is true and correct at the time of completion.

Signature:

Date:

Foreign Student Office, Dept. of Civil and Environmental Engineering
 SAITAMA UNIVERSITY, Saitama, Japan 338-8570

LETTER OF RECOMMENDATION

Note to the applicant: Application for admission requires recommendations from two persons well acquainted with your intellectual ability and personality. Fill in your name and give this form to the recommender.

Name of Applicant: Nationality:

Note to the recommender: Please complete this form, **seal in an envelope and sign across the seal**, and return to the applicant. This letter will be held in the strictest confidence, and we would value very much your critical evaluation of the intellectual ability and personality of the applicant with regard to pursuing advanced study and research. Thank you very much.

Name of recommender:

Position / Title:

Organization:

Address:

Email: Telephone No.: Facsimile No.:

How long (years, months) have you known the applicant?

Under what circumstances have you known the applicant?

How often have you observed him/her? Daily Weekly Monthly Rarely

In comparison with other students in the same field, how would you rate the applicant's overall scholastic ability?

- Truly exceptional --- One of the best you have known.
- Outstanding --- Top 5% Average --- Upper 50%
- Excellent --- Top 10% Below average --- Lower 50%, but recommended
- Good --- Strong ability, but not in the top 10% Not recommended

Some gifted individuals may get mediocre scholastic records. In your opinion, is the applicant's scholastic record an accurate index of his/her scholastic ability? yes no don't know

If you answer 'no', please explain briefly:

Evaluate the applicant's ability to work with others Outstanding Good Average Poor

Evaluate the applicant's English proficiency (Writing) Outstanding Good Average Poor

English proficiency (Speaking) Outstanding Good Average Poor

Your overall evaluation of the applicant: Strongly recommended Recommended
 Recommended with reservation Not recommended

Additional comments, if any: (Please use the back of this sheet)

Signature:

Date:

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Evaluate the applicant's English proficiency (Writing) Outstanding Good Average Poor

English proficiency (Speaking) Outstanding Good Average Poor

Your overall evaluation of the applicant: Strongly recommended Recommended
 Recommended with reservation Not recommended

Additional comments, if any: (Please use the back of this sheet)

Signature:

Date:

Name of Applicant: Nationality:

Essay 1. Your Field of Study in the past :

- (a) write in detail (at least 600 words) on separate papers as attached pages
- (b) summarize (in less than 150 words) within the block space below

Essay 2. Your Proposed Plan of Study :

- (a) write in detail (at least 600 words) on separate papers as attached pages
- (b) summarize (in less than 150 words) within the block space below

Essay 3. In your opinion, what is the most important engineering (infrastructure or environmental related) issue that should be addressed in your local community. Justify your choice and envision a role for yourself.

- (a) write in detail (at least 600 words) on separate papers as attached pages
- (b) summarize (in less than 150 words) within the block space below

RESUME

1. Name: Nationality:

2. Date of Birth: Year Month Day Place of Birth:

3. Address:

4. Marital Status: Married Single Spouse's Name:

5. Educational Background:

	Name and Address of School	Number of Years	Year/Month of Entrance and Completion	Major Subjects	Diploma or Degree Awarded
Elementary School		years	From: To:		
Junior High School		years	From: To:		
Senior High School		years	From: To:		
College (if any)		years	From: To:		
Undergraduate		years	From: To:		
Graduate		years	From: To:		
Total years of schooling mentioned above		years			

6. Experience of your study in Japanese Language:

Name of School *Address* *Date of Entrance* *Date of Graduation*

.....

7. Work Experience:

Name of Organization *Address* *From* *To*

1.

2.

3.

4.

5.

8. Past Entry into/Stay in Japan:

	<i>Date of Arrival</i>	<i>Date of Departure</i>	<i>Status</i>	<i>Purpose of Entry</i>
1.
2.
3.
4.
5.

9. Reason for study in Japan:

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.....
.....
.....

10. Plan after you return to your home country:

.....
.....
.....
.....
.....

I, the undersigned, herewith certify that all of the above information is true and correct at the time of completion.

..... Year Month Day

Signature: