Shibaura Institute of Technology

Graduate School of Engineering and Science

Doctor's Program

General Entrance Examination／Working Adults

Spring Semester AY2027 Enrollment

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Admissions Process Flowchart

◆ All applicants ◇ Where applicable

(*1) Current students and other applicants:
Use this column if you hold "Student" residence status or plan to obtain it upon enrollment.

Application Process	Dates & Deadlines	Current students	Other applicants	International students (*1)	Key Points & Notes
1 **Prior consultation Obtain faculty approval**	Deadline 2026/10/30 (Fri) 16:00	*2	*3	*2,3	• (*2) Current students: Obtain faculty approval directly (no TAO consultation required). • (*3) Other applicants: Prior consultation via TAO is mandatory. • Other applicants: Consultation is complete once the Prior Consultation Completion Report is "Submitted", even after the deadline.
2 **Eligibility Screening**	Apply by: 2026/11/18 (Wed) 16:00 Screening: 2026/12/18 (Wed) Results: 2027/1/14 (Thu)		*4 ◇		• Only applicants from other universities under eligibility category ⑨ or ⑩ (see Application Guidelines 2-(2)) must apply by email. • Holders / prospective holders of "Student" residence status are exempt from screening. • (*4) Screening applicants must proceed with their application without waiting for screening or its results.
3 **Apply & Pay the Exam Fee**	Application Period 11/16 (Mon) – 11/27 (Fri)	◆	◆	◆	• Only applicants who completed prior consultation may apply. • Complete TAO submission until "Application Completed" appears. Allow time for faculty-side steps. • Exam fee: ¥35,000 (due at 12:00 on the final application day).
4 **Check Exam No. & Details**	Notified about one week before the exam	◇	◇	◇	• Check TAO notifications if your application has no deficiencies. • Screening applicants are notified only if they pass eligibility screening. • Exam dates and times cannot be changed.
5 **Take the Exam & Check Results**	Exam Dates Master's: 2027/1/27 (Wed) Doctoral: 2027/1/23 (Sat) Results 2027/2/10 (Wed) 13:00	◆	◆	◆	• Check your admission results on TAO after the exam.
6 **Pay Enrollment Fees & Receive Admission Letter**	Funds Must Arrive By 2027/2/26 (Fri)	◆	◆	◆	• Read the enrollment guide for successful applicants. • Funds must reach the designated account by the deadline. The admission letter will be sent after completion.
7 **CoE & Visa Procedures**	Instructions Issued Late February–mid-March			◇	• Renew (from 3 months before expiry), change, or newly obtain residence status. • Email the Graduate School Office.
8 **Submit Enrollment Docs & Entrance Ceremony**	Enrollment (details to follow) Late March 2027 Entrance Ceremony 2027/4/2	◆	◆	◆	• Submit all enrollment documents and collect your student ID (details to follow).

*TAO = The Admissions Office (online application system). Applications, results and communications are generally handled through TAO.
You may also be contacted individually at the email address registered with TAO.

1. Introduction

(1) Pre-consultation（All applicants who are NOT from SIT）

All applicants who are NOT from Shibaura Institute of Technology (SIT) and plan to pursue studies at the university must go through pre-consultation, obtain a Pre-Consultation Completion Form from a faculty member via the Admissions Office (TAO), and have an interview with the faculty member before applying for the entrance examination.

《Pre-consultation with Supervisor/ Faculty Member》

Pre-Consultation｜Shibaura Institute of Technology (shibaura-it.ac.jp)

《Documents to be Prepared on TAO》

① [Required] Curriculum Vitae（Free Format）

※ Please fill out your CV so that there are no gap in the time periods from your high school graduation to the present. Be sure to include periods such as time spent studying abroad or attending a Japanese language school.

② [Required] Summary of previous research and Research Achievement (A4size about 1 page/ Free Format)

③ [Required] Research Plan（Free Format）

※ Please make sure that the content of your research plan matches the research field of the supervisor/faculty member you wish to be supervised.

④ [Required] Certificate of graduation/completion (OR expected to graduate/complete)（Original and the translation of Japanese or English version）

⑤ [Required] Full/Latest Transcript（Original and the translation of Japanese or English version）

⑥ [Optional] English test score (TOEIC L&R, TOEIC S&W, TOEFL iBT, GTEC (4 Skills for Professionals / Students) or IELTS Academic)

※ The submission of English test score reports is optional at the pre-consultation stage. However, submission may be required at the time of application. For details, please refer to “2. (7) Application Documents.”

⑦ [Required for Applicable Applicants Only] Certificate of Attendance Rate from a Japanese Language Institution, etc.

※ Applicable applicants must submit a certificate issued by the Japanese language institution or other educational institution in which they are currently enrolled or were previously enrolled. In the absence of a reasonable justification, an attendance rate of 80% or higher is generally expected. For eligibility requirements, please refer to Section 2-(7) Application Documents of the Application Guidelines.

⑧ [Optional for Applicable Applicants Only] Application for Certificate of Eligibility (For prospective applicants only), Financial Support Plan for Study in Japan (designated form), and Bank Balance Certificate

※ The submission is optional during the pre-consultation. However it is required only for eligible applicants at the time of application. For eligibility criteria, please refer to Section 2-(7) “Application Documents” in the Application Guidelines.

※ Deadline of Pre-consultation is【October 30 (Fri), 16:00】

※ If your first-choice faculty member is unable to accept you, you may proceed with a pre-consultation with your second-choice faculty advisor. However, this must be done within the pre-consultation period. Therefore, we strongly recommend conducting the pre-consultation with your first-choice faculty advisor as early as possible. You may conduct pre-consultations with up to two faculty members, but not simultaneously. Please note that if the pre-consultation period ends, you may not be able to proceed with pre-consultations for your second choice faculty advisors.

(2) Handling of Personal Information

The information which provided for the application procedure such as「name, address（contact information）, other personal information（hereinafter referred as “personal information”）」are being used in order to notify the selection and notification of admission.

Also, the above personal information of the applicant will be used for the student life support, learning instructions and emergency

contact, after the applicant's admission. SIT manages and stores personal information provided by applicants under a strict management system in accordance with the Shibaura Institute of Technology Personal Information Protection Regulations.

(3) Security Trade Control (Export Control)

SIT conducts screenings for the provision of technology and the acceptance of researchers and students in accordance with the provisions of the Foreign Exchange and Foreign Trade Act and related regulations. As a result, if there is a possibility that your intended education or research activities fall under restricted matters, you may be required to modify your proposed study or research content.

For more details on security export control, please refer to the following website of the Ministry of Economy, Trade and Industry (METI). https://www.meti.go.jp/policy/anpo/englishpage.html

(4) Reasonable accommodation for Examination and Study

SIT accepts consultations from applicants with disabilities regarding special considerations for examinations and academic studies. Applicants who require special accommodations for visual or hearing impairments, physical disabilities, speech or language disorders, chronic illnesses, developmental disorders, or other conditions must submit a request for reasonable accommodations in examinations and academic studies.

《How to apply》

Eligible Applicants: Those who require special accommodations for examinations and academic studies.

Application Method: When applying, complete the **Reasonable Accommodation Request** section in the online application system (TAO) and upload a scanned copy of a medical certificate issued by a healthcare institution or a disability certificate.

2. Application

(1) Major／Capacity of Admission／Degree

Graduate School	Major/ Course	Degree	Capacity of Admission
Graduate School of Engineering and Science	Regional Environment Systems	Doctor of Philosophy	15
	Functional Control Systems		18

※ The admission capacity refers to the intake limit for the 2026 academic year, not the application limit for each applicant selection process.

(2) Type of Examination

① General Examination

You can apply for this course if you meet one of the requirements of "3. Application Qualification".

② Examination for Working Adults

Applicants who meet the "3. Application Qualification" and are employed at a research institution, educational institution, company, or similar organization, and who have obtained consent to apply from their supervisor or a person in a leadership position who is well-acquainted with them at their workplace.

※ In principle, applicants are expected to continue working while pursuing their studies.

(3) Application Qualification

Applicants must meet either or the application qualification ① to ⑦ listed below.

① Those who have completed or expect to receive a Master's degree or professional degree by the end of March 2027.

② Those who have received or expect to receive a degree by the end of March 2027 from a university abroad that is equivalent

to a Master's degree or professional degree.

③ Those who have received or expect to receive a degree by the end of March 2027 from a university abroad that is equivalent to a Master's degree or professional degree by taking courses of such university in Japan by correspondence

④ Those who have received or expect to receive a degree by the end of March 2027 from a university abroad that is equivalent to a Master's degree or professional degree by taking the courses, specified separately by the Minister of Education, Culture, Sports, Science and Technology, of educational facilities positioned as those with a graduate program abroad.

⑤ Those who have received or expect to receive a Master's degree through course completion at the United Nations by the end of March 2027.

⑥ "Those who graduated from university and engaged in research for two years or more at a university or research institute and are certified to have an academic skill equivalent to that of a student with a master's degree for their research achievement by the Graduate School of Engineering and Science" or "those who, after completing the 16-year course of study of school education abroad or taking courses provided by foreign school in Japan by correspondence, engaged in research for two years or more at a university or research institute and are certified to have an academic skill equivalent to that of a student with a master's degree for their research achievement by the Graduate School of Engineering and Science". (the announcement no. 118 of the Ministry for 1989)

⑦ For those who will become 24 years old by the end of March 2027 and who are certified to have an academic skill equivalent to that of a student with a master's degree or professional degree by the review of the Committee of the Graduate School of Engineering and Science*1.

*1 Those who are applicable to the qualification for applicants ⑦, "those who are certified to have an academic skill equivalent to that of a student with a master's degree or professional degree" must satisfy either of the following requirements.

a) University graduates who have more than three years of practical experience in the relevant field and engaged in research and development activities for two years or more.

b) For those other than above, those who have an academic skill equivalent to that of a student with a master's degree or professional degree for their achievement including publication of books, scientific papers, academic lecture, scientific reports and patents, etc.

※ If you apply in terms of qualification ⑥ & ⑦, you are subject to Prequalification.
Please refer to the details on 9. On Pre-Qualification of Application.

※ Please make sure to receive preliminary guidance from a prospective supervisor before submitting your application.

(4) Procedure of Application

STEP 1 Pre-Consultation with Faculty Member.

For Applicants Who Are NOT from SIT	Complete the pre-consultation procedure within the designated period on TAO. Pre-Consultation｜Shibaura Institute of Technology (shibaura-it.ac.jp)
For Applicants Who Are Currently SIT Students	Consult directly with a faculty member about the application period and research topic, and obtain permission to apply in advance.

STEP 2 Apply for the exam（※）

All applicants	Enter the required information, upload the necessary documents and request the acceptance letter etc. in TAO. Complete the payment of the Entrance Examination fee in TAO to finalize your application. (TAO Display: Application completed)

To complete the application, the faculty member must verify it, and a Letter of Acceptance to accept the student must

be submitted. If you apply just before the deadline and fail to submit the Letter of Acceptance within the application period, you will not be able to complete your application. Please apply well in advance.

(5) Examination Schedule

The examination schedule is as follows. Applications will not be accepted after the deadline under any circumstances.

	Due Date and Time (JST)	Note
Pre-Consultation Period	By October 30, 2026 (Fri), 16:00	・Online Application System (TAO)
Application Period	November 16, 2026 (Mon.), 12:00 ～November 27, 2026 (Fri.), 16:00	・Online Application System (TAO)
Interview Date	January 23, 2027 (Sat.)	・Online using Zoom, the web conference service ・The date and time of the examination will be notified by January 21 (Thu).
Announcement of Results	February 10, 2027 (Wed.), 13:00	・It will be updated on TAO's personal page
Payment for admission	February 26, 2027 (Fri.)	・Payment must been deposited into the designated account of our university

(6) Selection Process

- Selection is based on the assessment of submitted documents and an oral examination.
- Final results will be determined based on the combined evaluation of the document review and the oral examination.
- Requests for preferred examination dates cannot be accommodated.
- Oral examinations will be conducted online. Applicants are required to prepare a PC, a stable communication environment, a web camera, a microphone, and a quiet environment to take the exam online. If issues with the applicant's equipment or communication environment affect the examination on the scheduled date, no retests or rescheduling will be allowed.
- Please refer to 「3.(2) Examination Contents」 for details.

(7) Precautions for Application

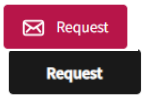
- If there is defect in the application content, the application may not be accepted.
- Any documents written in a language other than Japanese or English must be accompanied by a notarized translation and the original document.
- No corrections or replacement of documents will be allowed once they have been submitted.
- No changes to application details, including the year of admission, course/major, or supervisor etc, are permitted after the application has been completed.
- If there is a forgery, a false statement or bribery in the documents / documents submitted at the time of application, etc., it may be regarded as fraudulent, and the result of the entrance examination may be invalidated. Also in this case, the submitted documents, and the admission fee will not be refunded.
- For international students admitted to our graduate school, admission is conditional upon their ability to stably and continuously cover tuition and living expenses in Japan, in order to ensure proper enrollment management and a suitable academic environment. We will conduct a comprehensive review of the submitted documents to determine whether the student can continue their studies. If we determine that the student’s ability to cover these expenses is insufficient, admission will not be granted. Furthermore, if any false declarations are discovered, admission may be revoked.

(8) Application Documents

For items with specified formats, please download the designated forms from the application guidelines page on our website and use the necessary files.

TAO Menu	Documents	Details	Required Applicants
Application Form	① Application Form	● Input your 1. personal details and the 2.proposed postgraduate program and other required details. ● If there is insufficient space to input your academic background, work experience, etc., please summarize the information in a free-format document, convert it to PDF, and upload it to the designated form on TAO (under 'Other Documents' in the 'Submission Documents' section).	All Applicants
	② Face Photo	● Upload a face photo file. ■ Aspect ratio: 4 (height) × 3 (width), Taken within three months prior to the application date, Color photograph, Upper body visible, Facing forward, No headwear, Plain background, Borderless ■ Do not edit or retouch the face image (including using apps for editing). ■ The file size must be 20-500KB. ■ The photo will be used for identity verification at the interview and as the student ID photo after enrollment. Please note that you cannot replace the photo later ■ Please note that an incomplete photo is also considered an application deficiency.	All Applicants
Submission Materials	③ Transcript Certificate with GPA	● Submit a certificate of the program in which you obtain (or expect to obtain) your master's degree. ● Transfer students are also required to submit certificates from their previous institution. ● Please submit a transcript that includes your GPA ● In case your official transcript from the university does not include GPA, please provide following merged files: 1. Official transcript from your university 2. Document certifying GPA or screenshot from the university's grade confirmation website showing GPA (including university name and your name) ● It is also acceptable to submit a combined document that includes both the transcript and the certificate of (expected) graduation. In this case, upload the same data for both sections ③ and ④ ● Graduates of SIT are required to submit certificates obtained through Papyrus Mate or convenience store.	Other than SIT regular students (Non-current SIT students / SIT research students / SIT guest students)
	④ Certificate of Graduation or Certificate of Expected Graduation	【Those who have received (or expect to receive) a master's degree or professional degree in Japan】 ● A document officially issued by the applicant's most recent (or expected) school. ● It is also acceptable to submit a combined document that includes both the transcript and the certificate of (expected) graduation. In this case, upload the same data for both sections ④ and ⑤. Graduates of SIT are required to submit certificates obtained through Papyrus Mate or convenience store. --- 【Those who are other than above】 ● Those who have received (or expect to receive) a master's degree or professional degree outside Japan should upload a document certifying the degree award. ※ To confirm whether you meet the application qualifications, consult the	Other than SIT regular students (Non-current SIT students / SIT research students / SIT guest students)

TAO Menu	Documents	Details	Required Applicants
		Graduate School by【Friday, November 20, 16:00】. ● If the graduation certificate and the degree certificate are issued separately, both documents must be submitted.	
	⑤ Reason of Application	● Please use the designated format. ● It should be within 1 page, A4 size and free format. Must be described in English.	All Applicants
	⑥ Research Plan and Schedule	● Free Format. Write in about 2 pages (image included) of A4 size paper and convert it into PDF format. ● Must be described in English. ● Be sure to include any ethical considerations related to the conduct of your research or its outcomes.	All Applicants
	⑦ Research Achievement	● Please use the designated format. ● Must be described in English.	All Applicants
	⑧ Abstract of Master's thesis	● Abstract of Master's thesis ● The abstract should be free format, within 2 pages and A4 size. ● For those who expect to complete master's programs, submit a summary of your current research projects. A summary also should be free format, within 2 pages and A4 size.	Those who have received (or expect to receive) a master's degree
		● Upload the PDF data of an essay regarding your work on your specialized area. ● It should be within 1 page, A4 size and free format. ● Times New Roman	Those who are other than above
	⑨ English Test Score Report	● Scores of TOEIC® L & R, TOEIC® S & W, TOEFL® iBT, IELTS Academic, GTEC (4 Skills for Professionals / Students) are desirable. <u>Only on-site test is acceptable.</u> ● Submit a scanned or downloaded score report that is officially issued. (Screenshot from the Computer PC is not acceptable) ● IP Test Score are Online Test are not acceptable. ● Applicants who are not currently enrolled as regular students at the SIT must submit test scores from exams taken within two years of the application deadline (i.e., after November 29, 2024)."	Non-current SIT students (SIT research students / SIT guest students) Applicants who are not nationals of English-speaking countries
		● Confirm that the TOEIC score has been registered in the SIT Portfolio. If no score is registered in the SIT Portfolio by the application deadline, the application will be rejected. Therefore, be sure to check it yourself. ● The highest score of the TOEIC score registered in Portfolio will be used.	Current SIT Students
		● Applicants must submit documentation confirming completion or expected completion of a degree from an English-medium higher education institution. This will substitute for an English test score report.	Applicants who have obtained or are obtaining a degree from an English-medium higher education institution.
	⑩ Passport Copy and Residence Card	● Passport Submit the scanned data of the page with a printed photo ● Residence Card Only for those who reside in Japan, submit scan data of both side of the card. (only Residence Card holders)	Non-Japanese Nationals

TAO Menu	Documents	Details	Required Applicants
	⑪ Medical certificate or Disability certificate Copy	● Medical certificate Submit scan data of medical certificate issued by medical institution. ● Disability certificate Submit a scanned copy of the disability certificate issued by the local government. If it is a card-type, submit both sides; if it is a paper-type, submit the page with the photo	Applicants for Reasonable Accommodation
⑫ Letter of Acceptance		● Select the preferred supervisor and send a request for the creation of an acceptance letter by referring to the List of Academic Staff of Doctor program the application guidelines page on the website. ● Click  , select the supervisor's email address, and then click . → An email will be sent from TAO to the faculty member. → The faculty member approves the request via TAO.	All Applicants
⑬ Letter of Recommendation		● Enter the recommender's email address and send a request through TAO to create and submit a letter of recommendation. ● The recommender should be a person who is familiar with the applicant, such as a supervisor at the university where he / she is from, or a supervisor at work. ● For applicants to the Special Selection for Working Professionals who wish to remain employed while pursuing their studies, the document must be prepared by the head of the applicant's current organization. ● Applicants should submit the request through TAO well in advance to ensure that the application can be completed within the designated application period.	All Applicants
⑭ Examination fee (¥35,000 or ¥15,000) ※ SIT Graduates will be charged 15,000 yen. Please contact the Graduate School Section.		● Select the payment method from 2 types: credit card payment and convenience store payment. ● Please kindly bear all remittance fees.	All Applicants

Documents	Details	Required Applicants
⑮ 10-minute Presentation Video	Please refer to the "Details for Submitting the Presentation Video" for more details. 【How to submit your videos】 (1) Please submit the recorded video file to the following URL. Submission: Regional Environment Systems Functional Control Systems File name: "Application ID Full name" File format: .mp4 (2) Video must arrive within the application period. 【How to shoot your videos】 The following the structure of the presentation below, please give your explanation within a maximum of 10 minutes. Points will be deducted if the presentation exceeds 10 minutes. Be sure to strictly adhere to the time limit. ＜Presentation Structure＞ ● Name and motivation for applying (about 1 minute) ● Research content (about 4 minutes) ● Research plan (about 4 minutes)	All Applicants

	● Research ethics (about 1 minute) ※ While sharing your slides on screen, please make sure your face also appears in a corner of the video (picture-in-picture display).	
⑯ Verification Report of Higher Education Degree Certificate ⑰ Verification Report of China Higher Education Student's Academic Transcript	**Documents Related to CHSI** Please apply to have CHSI send an electronic certification email directly to our university by the application deadline. ● Submissions via applicants will not be accepted. Send to: daigakuin@ow.shibaura-it.ac.jp ● Please note that it may take more than one month to issue these certificates. Certificates received by our university before the application period are also accepted, so early application is recommended. These certificates are valid for entrance examinations conducted in the same academic year.	Graduates of Chinese universities
⑯ Verification Report of Student Record ⑰ Verification Report of China Higher Education Student's Academic Transcript		Prospective graduates of Chinese universities
⑱ Certificate of Attendance Rate from a Japanese Language Institution, etc.	● Applicants must submit a certificate issued by the Japanese language institution or other educational institution at which they are currently enrolled or were previously enrolled. ● Applicants who are enrolled in a Japanese language institution or other educational institution in Japan are required to submit a document certifying their attendance rate. This requirement is based on the need for appropriate admission decisions and enrollment management, as applicants with a low attendance rate at their previous institution without a reasonable justification are highly likely to be denied an extension of their period of stay after enrollment. In the absence of a reasonable justification, an attendance rate of 80% or higher is generally expected.	Applicants who are currently enrolled in a Japanese language institution or other educational institution, or whose most recent educational institution prior to enrollment in the Graduate School of Shibaura Institute of Technology was a Japanese language institution or other educational institution.
⑲ Application for Certificate of Eligibility (For prospective applicants only) ⑳Financial Support Plan for Study in Japan ㉑ Bank Balance Certificate	● ⑲For Only those interested applicants, Download and submit the official Ministry of Justice application form for **"Student"** status of residence. ● ⑳Use the designated form for the Doctor's Program. Instructions for Completion 1. Please enter the program, graduate school, and major accurately. 2. Provide details of how your tuition fees and living expenses during your studies at Shibaura Institute of Technology will be financed. The total amount should be sufficient to cover the tuition fees and living expenses required for the standard period of study. 3. The signature field must be signed by hand by the applicant. If there is a financial supporter, that person must also provide a handwritten signature. 4. For information on tuition and fees, please refer to the "Admission Fee and Tuition" section of the University's website. 5. For information on living expenses for privately financed international students, please refer to resources such as the Survey on Living Conditions of Privately Financed International Students published by the Japan Student Services Organization (JASSO). 6. When applying for or renewing a visa for study at the University, you will be required to submit documents to the Immigration Services Agency of Japan proving your ability to finance your stay in Japan. Failure to provide	Applicants who currently hold a "Student" residence status or who intend to obtain such status upon enrollment.

adequate proof of financial support may result in the denial of a visa. Applicants are therefore advised to carefully plan their financial support arrangements before applying.

- ㉑Submit a bank balance certificate issued by a bank recognized by the government, central bank, or other competent authority of the relevant country.

If the applicant will personally cover all study expenses

- Submit only a bank balance certificate for an account held in the applicant's name.

If a family member or another person will cover the study expenses

- Submit both the Financial Support Plan for Study in Japan and a bank balance certificate for an account held in the financial supporter's name.
- The applicant and the financial supporter must jointly prepare the Financial Support Plan for Study in Japan.

If the applicant has been awarded a full scholarship from a government, foundation, or other organization

- Submit a scholarship award certificate (scanned copy of the original document) together with the Financial Support Plan for Study in Japan.

1. If the bank balance certificate is not issued in Japanese or English, a translation must also be submitted. Notarization of the translation is not required.
2. The amount shown on the bank balance certificate must be sufficient to cover one year's tuition fees and living expenses at Shibaura Institute of Technology.*
3. Transaction reports or account statements issued by financial institutions (banks, securities firms, etc.) will not be accepted in place of a bank balance certificate.
4. Submission of a bank balance certificate may be waived if the scholarship(s) or other funding listed in Section ④ of the Financial Support Plan for Study in Japan are sufficient to cover the full amount of tuition fees and living expenses required for the standard period of study. In such cases, applicants should submit a scholarship award certificate (scanned copy of the original document) through TAO instead of a bank balance certificate at the time of application.

(1) Applicants who wish to apply for the **SIT Scholarship for foreign graduate students** may submit, through TAO, a PDF recommendation

	letter from their prospective academic supervisor stating that the applicant is recommended as a candidate for the scholarship, in place of a bank balance certificate.	

(9) Entrance Examination Fee

- The Entrance Examination fee is 35,000 yen. The Entrance Examination fee will be 15,000 yen for those who are SIT University graduates who are applying as Working-Adults.
- Please make the payment through credit card or convenience store payment from the 'Examination Fee Payment' section on TAO.
- Payment cannot be made through the on-campus certificate issuing machine (Papyrus Mate).
- It may take time to reflect in the system, so ensure to make the payment by 12 o'clock on the application deadline date.
- The applicant (payer) is responsible for any remittance fees.
- Please note that once the Entrance Examination Fee has been paid, it is non-refundable for any reason. However, if any of the eligible reasons (1)～(3) apply, the Entrance Examination fee may be refunded upon request.
  Exam Withdrawal Form for graduate school・Withdrawal Request
- Withdrawals due to scheduling conflicts with other universities' entrance exam dates, illness, or other personal reasons are NOT eligible for a refund of the application fee.

Please refer to the following and submit your request by the deadline.

(1) If the applicant has paid the application fee but has not submitted the application document.

(2) If the application fee was paid and the application documents were submitted but not being accepted.

(3) If there is case of double or excessive payment of the application fee by mistake.

3. Examination

(1) Examinee Number

Examinee numbers will be made available on TAO at least one week before the examination date.

(2) Examination Contents

Conduct an oral examination (approximately 15 minutes) regarding the presentation video submitted at the time of application.

(3) Announcement of Results

Here is the method for announcing successful applicants and various precautions.

- The result announced on TAO's personal page at 13:00 February 10th (Wed.), 2027
- We will not respond to any inquiries on the result by a phone call or a mail.
- Applicants who pass the selection process will be granted admission by the President upon approval by the Committee of the Graduate School of Engineering and Science.

4. Admission procedure

(1) Payment for Admission

Successful applicants will be sent a form via TAO on the process of enrollment fee payment. Please note that we will not send an invoice by mail.

Amount	SIT University graduates：420,900 円 Non-SIT University graduates：680,900 円
Payment deadline	February 26, 2027 (Fri)
transfer destination	Bank Name: Mizuho bank Branch Name: Hamamatsucho Account: Ordinary Savings Account 3271331 Shibaura Institute of Technology daigakuin nyugakukin-guchi

※ The payment will be applied to the tuition fees for the first semester of the first academic year.

※ We do not accept any payments made after the payment deadline.

※ The enrollment fee must be received in the designated bank account by the enrollment payment deadline. If you are unsure how long it will take for the payment to be credited after remittance, please check with your financial institution.

※ Please enter the payer’s name in the order of "Examination ID Number" and "Applicant's Kana Name". (ex. 006001 シバウラリコ)

※ When making the payment at a financial institution, please use the account information for the admission procedure fee provided by TAO and transfer the details to the payment slip specified by the financial institution before making the payment. Please note that SIT will not be held responsible for any issues caused by errors in bank transfers.

※ Please kindly bear all remittance fees.

※ If you wish to pay by international bank transfer, please use Flywire. For details, please refer to the instructions provided through the Online Application System (TAO).

※ An Admission Certificate will be issued to applicants who have paid the admission procedure fee prescribed by the University.

(2) Entry of Enrollment Information

For admission to graduate school, it is necessary to enter information about the guarantor and the payer of the tuition fees at the time of admission procedures. Please ensure to obtain consent from the guarantor and the payer of the tuition fees before proceeding with the admission procedures.

(3) Admission Schedule

After the Announcement of Results	Scheduled to be notified of the account information and payment due date through TAO.
Late February 2027	Those who have paid the enrollment fee will be notified through TAO about the required documents for the admission procedure, registration of student-related information, confirmation of the student ID name, the date of the admission procedure (student ID issuance date), and other related information.
Mid-March 2027	Notifications will be sent regarding the submission of admission documents (such as the pledge), student ID issuance, and various guidance information.

5. Tuition Fee

2026 (reference only)／Yen

	Year 1			Year 2・3		
	Initial Enrollment Payment	2nd Sem.	Total	1st Sem.	2nd Sem.	Total
Admission Fee	(260,000)	—	(260,000)	—	—	—
Tuition Fee	328,900	328,900	657,800	328,900	328,900	657,800
Maintenance Fee	92,000	92,000	184,000	92,000	92,000	184,000
Total	420,900 (680,900)	420,900	841,800 (1,101,800)	420,900	420,900	841,800

※ The Initial Enrollment Payment must be paid in advance as part of the enrollment procedures.

※ The admission fee is waived for SIT graduates. The amount in parentheses is the fee to be paid by those who are not graduates of SIT.

【Information on Admission to the School】

(1) Compulsory Use of Notebook PC

At Shibaura Institute of Technology, PC will be used for classes, research activities, and various procedures. Therefore, students will be required to prepare their own PC and internet connection at home. Please understand this beforehand.

(2) Donations

After completing the admission procedures, students may be asked to donate (voluntary).

6. Withdrawal after Receiving Successful Results

Those who withdraw their admission by the end of March 2027 will have the payment refunded, excluding the entrance fee, upon request. The procedure will be completed by submitting the university-designated admission withdrawal form. If the enrollment fee is not paid by the deadline, you must still submit the admission withdrawal form.

Withdrawal Form for graduate school： Withdrawal Form for graduate school

Under the university's graduate school regulations, students cannot take a leave of absence during the first semester of the first year. Therefore, if there are circumstances that prevent you from engaging in academic activities immediately after admission, please be sure to complete the admission withdrawal procedure by the above deadline.

7. Scholarship Information

(2) SIT Scholarship for Doctor's Program

For details, please refer to Application Guideline for SIT Scholarship for Doctor's Program

(3) SIT Scholarship for foreign graduate students

For details, please refer to the Application Guideline for SIT Scholarship for foreign graduate student.

(4) SIT Alumni Association Doctoral Fellowship for Woman

For details, please refer to SIT Alumni Association Doctoral Fellowship for Woman

(5) Japan Student Services Organization Loan-type Scholarship

Loan-type scholarships, a program is available through the Japan Student Services Organization (JASSO).
Eligibility depends on your residence status. (Students with a "Student" residence status are NOT eligible to apply.)

* Please note that all procedures will be conducted in Japanese only.

【Application period in SIT (regular selection at the time of enrollment*)Spring】

Around April, 2027（details will be announced separately when determined.）

【Selection period（tentative)】July 2027

Please refer to the JASSO website for the scholarship outline and application conditions.
大学院へ進学予定の方 | JASSO

8. Pre-Qualification of Application（To applicable person only）

With the aim of fostering researcher and professional with high specialty while responding to the demands arising from the development of science and technology and the changes in society and economy, Graduate School of Shibaura Institute of Technology looks carefully into personal competence and opens doors for a person who has enough capability to conduct research even if he/she has not graduated from university. However, individuals who currently hold a “Student” residence status, or who intend to obtain such status upon enrollment, are not eligible for this assessment.

(1) The case when a Pre-qualification is required：

An applicant with qualification requirements 2.(3)Application Qualification ⑥ and ⑦ required to take pre-qualification.

(2) Method of application for pre-qualification

■Documents to be submitted

Document	Note
① Application of Pre-qualification for Entrance Examination	Use the designated form.
② Personal Sheet	Use the designated form.
③ Graduation certificate or enrollment certificate from the most recent school attended (scanned copy)	A document mixed up of ③ and ④ will also be accepted.
④ Academic transcript from the most recent school attended (scanned copy)	
⑤ Short Essay	Free form ※Please describe your efforts in your field of specialization.
⑥ Achievement Report or equivalent	Summary of your final year project, for instance. Free form (A4).
⑦ Resources or research papers that work as the evidence of ⑥	Free form

※ We shall ask the applicant to submit document(s) other than the 7 documents mentioned above in case we would find it necessary to do so after the submission is completed.

※ We do not use TAO for Pre-Qualification of Application.

■Application period

Application period	Submission
November 18th, 2026 (Wed.) 16:00 （Strictly Observed）	Scan all ① to ⑦ and email to the Graduate School Section daigakuin@ow.shibaura-it.ac.jp

※ Please include “Pre-Qualification for 2027 Spring Doctor’s Program” in the email subject line. Complete all documents into one ZIP file.

※ If item ⑦ cannot be scanned due to being a booklet or book, please clearly state this in the body of your submission email and mail the document to the Graduate School Office by deadline.
Mailing Address:
Shibaura Institute of Technology, Graduate School Section, 3-7-5 Toyosu, Koto-ku, Tokyo 135-8548, Japan
Please write in red on the envelope: " Pre-Qualification for 2027 Spring Doctor’s Program".

(3) Pre-qualification Examination Date

Pre-qualification Examination Date	Venue and Time	Result notification
December 18th, 2026 (Fri.)	Online（TBA）	January 14th, 2027 (Thu.)

(4) Pre-qualification Fee

Pre-qualification is made at no charge.

(5) Selection Process

An applicant will be qualified by interview, ~~research plan,~~ and achievement report etc.

9. Acquisition of Status of Residence as “Studying Abroad”

International students who are granted admission to our university may apply for the "Student" residence status. However, please note that it is not possible to be enrolled at the university with the "Short-Term Stay" residence status. Please read the following carefully, and if applicable, ensure that you complete the necessary procedures, such as residence status extension, change of residence status, or application for Certificate of Eligibility on behalf of the applicant.

Current Condition	Required Procedures
a) Having the status of residence as “Student”	If necessary, please apply for permission to renew your period of stay. This procedure can be carried out 3 months before the expiration date of the status of residence period.
b) Having the status of residence as “Short Term Stay”	As a rule, please leave the country once and apply for the "Student" residence status. For more details, please refer to "(d)
c) Have a status of residence other than "Student" or "Short-term stay" ※ "Permanent Resident " and "Family Stay" etc.	No special procedure is required; however, if you wish to change to the "Student" residence status, please submit a "Change of Residence Status Application."
d) Not having status of residence (New acquisition of status of residence)	To apply for a status of residence, you must first apply for a Certificate of Eligibility (CoE) from the Immigration Bureau in Japan. Shibaura Institute of Technology will submit this application on your behalf. Once the CoE is issued by the immigration office and received by the university, it will be mailed to the applicant. After you received the CoE, apply for a “Student” visa at a Japanese embassy or consulate in your home country or country of residence within the validity period of the CoE, in order to obtain your residence status.

For "Application for Extension of Stay" and "Application for Change of Status of Residence" and "New Acquisition of Status of Residence", application documents with a seal from Shibaura Institute of Technology are required. Documents issued by Shibaura Institute of Technology that are required for residence status procedures will be provided only to applicants who have passed the entrance examination and paid the prescribed admission procedure fee.

It takes several days to issue the required documents. Therefore, please contact us in advance to the following guidance.

【How to Apply for the Required Documents for Residence Procedures】

- After the announcement of the admission results, please pay the admission procedure fee in accordance with the instructions provided. Once the payment has been confirmed, the Graduate School Section will issue the documents required for residence status procedures.
- Please send an email to the Graduate School Section <daigakuin@ow.shibaura-it.ac.jp> with the following contents.
  - Examination number and your name
  - Necessary procedure "Application for Extension of Stay" or "Application for Change of Status of Residence" or "New Acquisition of Status of Residence"
  - Scanned image of the residence card (only in the case of Application for Extension of Stay or Application for Change of Residence Status).
- SIT Graduate School Section will issue the required documents after confirming the status of payment of your admission fee.
- You will be notified via email on the date your documents are issued. Please visit the Graduate School Section to collect your documents at that time. (for the issuance of CoE by the Immigration Bureau, we will deliver the CoE by EMS airmail to your home address).
- The issuance process takes several days to complete. Please ensure that you manage your period of residence and complete the necessary procedures.

【Japan Pre-Entry Tuberculosis Screening (JPETS) (Nationals of Philippines, Nepal, Vietnam Indonesia, Myanmar, China)】

Starting in fiscal year 2025, the Japanese government has introduced a “Pre-Entry Tuberculosis Screening” program for individuals traveling to Japan with the intention of mid- to long-term residence. Under this program, applicants must confirm that they do not have active tuberculosis prior to entry into Japan.

Accordingly, when applying for a Certificate of Eligibility (COE), submission of a “Certificate of Non-Tuberculosis” is required. Applicants who hold the nationality of the Philippines, Vietnam, Indonesia, Nepal, Myanmar, or China are requested to check the latest information and undergo the required screening prior to entry into Japan.

Japan Pre-Entry Tuberculosis Screening | Ministry of Health, Labour and Welfare of Japan

Japan Pre-Entry Tuberculosis Screening (JPETS) |Shibaura Institute of Technology

10. Inquiries

If you have any questions regarding the entrance exam, please email us at: daigakuin@ow.shibaura-it.ac.jp

Please put the word 「Doctor's (Spring Enrolment) Application+ Your name」 in the email title when emailing.