

Application Guidelines for AY2025 Fall Research Students

Graduate School of Shibaura Institute of Technology

1. Eligibility for Applicants

For those who have received or expected to receive a master's degree.

2. Application Documents

- (1) CV – **Designated form 1**
- (2) Abstract of Master's or Doctoral Thesis –**Designated form 2**
- (3) Research Plan –**Designated form 3**
- (4) 1 photo (4cm x 3cm, taken within 3 months of Pre-consultation, front view, hatless, upper body)
- (5) Certificate of (expected) completion of the last graduate school attended
- (6) Academic transcript from the last graduate school attended
- (7) English Test Score Report (TOEIC® L&R, TOEIC® S&W, TOEFL® iBT, IELTS Academic, GTEC (4 Skills for Professionals / Students)) or Document certifies that have obtained a degree from a higher education institution by taking classes and receiving research guidance etc. in English < Those who have obtained a degree from a higher education institution by taking classes and receiving research guidance etc. in English only> *
- (8) Copy of Residence Card and Passport
A copy of both sides of the front and back of the resident card must be submitted.
If you do not have a residence card, submit only a copy of your passport.

3. Application Procedure

You will use the website twice in total, once for the pre-consultation and once for the application.

(1) Pre-consultation

The supervisor will confirm with you in advance whether or not you will be accepted into their laboratory.

Application Guideline and designated forms (1, 2, 3) for pre-consultation can be downloaded from [Designated forms](#).

Please access to the “【Non-degree program】 2025 Fall Pre-consultation for Research Students (Master)” in TAO.

Pre-consultation period: from 12:00noon Wednesday, May 7th, 2025 to 12:00noon Wednesday, May 28th, 2025.

You may not proceed with the application without the informal acceptance of the supervisor.

(2) Application

Submit all the required documents via the website “The Admissions Office (TAO)”

Application Guidelines and designated forms (1, 2, 3) for application can be downloaded from [Designated forms](#).

Please access to the “【Non-degree program】 2025 Fall Research Students(Master)” in TAO.

Application period: from 12:00noon Wednesday June 11th 2025 to 12:00noon Wednesday June 20th 2025.

After evaluating the submitted documents, SIT will notify the applicants of the results around the middle of February.

4. Expenses

- (1) Examination Fee: **JPY35,000** – paid at the same time as the application submission takes place.
- (2) Academic Fee consisting of the following:

Registration Fee	JPY 59,000 *Graduates of SIT: JPY 29,500
Research Guidance Fee (half a year)	JPY 150,000
Experiment and Practice Fee	Actual expenses *Depends on the research field.

* The applicant will be notified of the acceptance or non-acceptance by late August to the e-mail address registered with TAO. SIT will announce the payment period for the Academic Fee at the time of result notification.

5. Enrollment period

The enrollment period for research students is half a year.
Half term: October 1, 2025 (Tue) to March 31, 2026 (Tue)

6. Security Trade Control (Export Control)

Shibaura Institute of Technology (SIT) checks them at any case of technology transfer or the entries of researcher or student based on rules of the Foreign Exchange and Foreign Trade Act and related laws and regulations.

Therefore, you will be required to change the education or research you (will) desire in case it is (will be) possibly regulated.

It does not affect the result of entrance examination.

Please refer to the website of the Ministry of Economy, Industry and Trade (METI) for detail;
<http://www.meti.go.jp/policy/anpo/index.html>

CONTACT

Graduate School Section

[芝浦工業大学大学院お問い合わせフォーム/Inquiry for Graduate School, SIT \(office.com\)](http://www.sit.ac.jp/graduate/inquiry/)