October 2020 Kanazawa University

Admission Procedure Guidelines
(detailed version)

Graduate School of Human and Socio-Environmental Studies
Graduate School of Natural Science and Technology
Graduate School of Medical Sciences
Graduate School of Advanced Preventive Medical Sciences
Graduate School of Frontier Science Initiative
Graduate School of Law

◆ You are responsible for confirming the details of the admission procedures listed in these Admission Procedure Guidelines (detailed version).

https://www.kanazawa-u.ac.jp/education/admission/nyugakutetuzuki

◆ The following ① to ③ must be completed by 17:00 on the last day of the admission procedure period.
① Registering on the admission procedure system
② Payment of admission fee
③ Mail required documents to be submitted (arrival required)

◆ If the required documents are incorrect, we may cancel your admission
[Ⅰ． Admission Procedures Section]

1 Admission Procedures

Kanazawa University admission procedures are carried out through the admission procedure system on our website.

https://www.kanazawa-u.ac.jp/education/admission/nyugakutetuzuki

Using the system has the below advantages.

① It is possible to carry out admission procedures 24 hours a day
② You can upload photos
③ You can choose your admission fee payment method
④ Admission procedures can be carried out from a smartphone or tablet

(1) Admission procedures period
If you do not complete the procedures during the admission procedures period, you will be regarded as having canceled your admission.

<table>
<thead>
<tr>
<th>Graduate School</th>
<th>Admission procedure period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate School of Human and Socio-Environmental Studies</td>
<td>Mail: Must arrive between September 4 (Fri) – 14 (Mon), 2020</td>
</tr>
<tr>
<td>Graduate School of Natural Science and Technology</td>
<td>Hand-in: Between 9:00-17:00 on September 14, 2020 (Mon)</td>
</tr>
<tr>
<td>Graduate School of Medical Sciences</td>
<td></td>
</tr>
<tr>
<td>Graduate School of Advanced Preventive Medical Sciences</td>
<td></td>
</tr>
<tr>
<td>Graduate School of Frontier Science Initiative</td>
<td></td>
</tr>
<tr>
<td>Graduate School of Law</td>
<td></td>
</tr>
</tbody>
</table>

(2) How to carry out admission procedures
① From the Kanazawa University website (admission information), access the admission procedures page, and after completing the necessary items, upload a photo for your Student ID card.
② Pay the admission fee
Admission fee ¥282,000
(Note) 1 Admission procedures are not completed by paying the admission fee alone. You also must submit the admission procedure documents within the admission procedure period.
(Note) 2 Students who will carry out admission fee exemption procedures, and in the cases listed below, please do not pay the admission fee.
  • If you completed a Master’s Level Section of Integrated Course or Master’s Course at Kanazawa University in September 2020 and will proceed to our Doctoral Level Section or Doctoral Course, or if you are a Japanese Government-financed international student
  If you are such a person, please contact to “1 Where to Make Inquiries” on pages 16 to 17 to set up into
the admission procedure system. “(3) Documents to be Submitted” of pages 4 to 6 and cannot proceed with
the enrollment procedures without pay the admission fee by using our Online Admission Procedure
System, please contact “1 Where to Make Inquiries” on pages 16 to 17.

[Payment methods]
Payment can only be made by convenience store payment (within Japan only), Bank ATM (Pay-Easy: within
Japan only), internet banking (within Japan only), or credit card. For details, please refer to the guidance page
of the admission procedure system.

https://www.kanazawa-u.ac.jp/education/admission/nyugakutetuzuki
>How to Enrollment procedure [PDF]

(Note) 1 After admission procedures are completed, we will not refund the admission fee for any reason
(Note) 2 Alongside the admission fee, payment fees are required separately. (Borne by the person making
the payment.)

③ Please print the documents required for admission procedures, and after completing the necessary sections
mail or hand them in. Admission procedures are not completed by simply registering on the Online
Admission Procedure System and paying admission fees. Students must mail (express, registered mail) or
hand in the required documents within the admission procedure period.
   · If you will mail the documents
   Mail the required documents shown on the “(3) Documents to be Submitted” of pages 4 to 6 by “express or
   registered mail.” Make sure the documents will arrive by 17:00 (Japan time) on the final day of the admission
   procedure period.
   · If you will hand in the documents
   For the below special application categories, hand-in is accepted. After registering on the admission procedure
   system and paying the admission fee, please hand in the necessary documents listed on the (3) “Documents to be
   submitted” of pages 4 to 6. Please refer to pages 16 to 17 for where to hand in the documents.
   (Note) After we have received the documents, we cannot make changes to the listed items or return
   the documents for any reason.

(3) Documents to be submitted
① Items required to be uploaded to the admission procedure system.

| Photo data for Student ID card | Please upload your face photo for your student ID card. Be sure to use your own one.
|                              | Please use photo data that meets the following requirements: A photo which the successful applicant is identifiable, in color, is of the upper body, has not been edited, no hat, facing straight forward, no background, has been taken within the last three months, be between 100KB to 5MB, and be a jpg or png file. |

② Items from the admission procedure system that have to be printed out and submitted (please confirm there are no mistakes in the printed-out items).

| Admission procedure confirmation form | After registering on the admission procedure system, print in color and A4 size from “Print Required Documents,” and then submit the form. |
After registering on the admission procedure system, please print in color and A4 size from “Print Required Documents” and paste to the envelope for sending documents. (Pasting with glue and standard printer paper is permitted.) Please use a commercially available square No. 2 envelope (240mm×332mm) and send it by express or registered mail.

<table>
<thead>
<tr>
<th>Documents submitted</th>
<th>Notes</th>
<th>Submission deadline</th>
<th>Where to submit</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Kanazawa University exam admission slip</td>
<td>If you have lost your slip, then please contact “3 Where to Make Inquiries” listed on pages 16 to 17.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>* Bank Account Transfer Request Form or Application Form for Automated Payment for Tuition (Attach the prescribed form)</td>
<td>Fill in this document after checking out the pamphlet “Paying Tuition” attached to this Guide. <strong>After carrying out procedures at a designated financial institution,</strong> please submit the “to be submitted to your university” copy only. (The first installment will be withdrawn on November 25). If you are currently a Kanazawa University student, and your designated account registered by Kanazawa University has not changed since admission, then you do not have to submit this document.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>* Health Certificate (Attach the prescribed form) or the medical checkup certificate listed on the right</td>
<td>Fill out and submit the prescribed form attached to this Guide. However, if you are a Kanazawa University student and had an annual medical checkup in 2020, the health certificate available from the automatic certificate issuing machine is also acceptable. Also, if you are a student of another university or currently work for a company, and if medical checkup services at your university or company include all the items designated by Kanazawa University (only those taken in 2020 or within one year are allowed), then you may submit by just filling out the bold section of the prescribed form attached to these Admission Procedure Guidelines. Also, please attach the results of your medical checkup, or a copy of said results.</td>
<td>During the admission procedures period</td>
<td>Student Affairs Office of the school you belong to</td>
</tr>
<tr>
<td>* Copy of Residence Card (both sides) and Copy of Passport (international students only)</td>
<td>If you are an international student and did not submit a copy of your residence card and Passport at the time of application, submit it. You only need to submit the page that indicates your nationality, name, gender, date of birth, and passport number. If you already submitted it at the time of application or at the time of this procedure and your status has changed from your passport information since submission, then please promptly provide the updated version to the office responsible listed on “1 Where to Make Inquiries” on pages 16 to 17.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>* Letter of Acceptance (Attach the prescribed form)</td>
<td>If you intend to join Kanazawa University and stay employed, you have to submit a letter of acceptance issued by your section head (or your appointer). If you have already submitted the permission to take the entrance exam (letter of recommendation or letter of acceptance) in writing by your section head (or your appointer), you do not have to submit a letter of acceptance again. Also, if you are unable to submit it at the time of admission procedure, please contact the section responsible listed on the “1 Where to Make Inquiries” on pages 16 to 17 and follow their instructions.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Documents submitted</td>
<td>Notes</td>
<td>Submission deadline</td>
<td>Where to submit</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>* Graduation Certificate or Course Completion Certificate</td>
<td>If you applied under graduation or completion expectation at the time of application, you have to submit. You do not have to submit it if you are a student at Kanazawa University. If your “official transcript” indicates the date of your graduation/course completion, you do not have to submit your graduation certificate or course completion certificate. If you were expected to complete the advanced course of junior college or national college of technology at the time of application, you also need to submit a Certificate of Degree (issued by NIAD-QE (National Institution for Academic Degrees and Quality Enhancement of Higher Education).</td>
<td>Until the end of this September</td>
<td>Student Affairs Office of the school you belong to</td>
</tr>
<tr>
<td>Form for Enrollment in the Personal Accident Insurance for Students Pursuing Education and Research (Attach the prescribed form) (Note) Enrollment compulsory for all students</td>
<td>Pay at your nearest post office by October 2, 2020 (Fri) (for details, please refer to pages 12 to 14). Keep your “Transfer Payment Invoice and Receipt” in a safe place. (You do not have to submit it.)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Note) 1. Write your name as indicated in your family register.
(Note) 2. Submit the documents marked with * if you fall under the conditions stated.

## 2 Admission Date

If you have completed the admission procedure, you will gain a student status on October 1, 2020. On and after October 1, you may not decline our admission offer. In this case, you need to go through procedures to leave the university. In addition, you also need to pay prescribed tuition.

## 3 Procedures for Admission Fee Exemption

(1) You are eligible for admission fee exemption if:
   1) Are suffering difficulties in paying admission fees by the payment deadline due to economic reasons, and have an outstanding academic record or,
   2) Are suffering difficulties in paying admission fees by the payment deadline due to the death of their tuition payer, or because their tuition payer or the student suffer wind and flood damages or other disasters within a year before their admission (from 2019 October to September 2020)
      If you fall under one of these conditions and apply for admission fee exemption, we might exempt you from all or a half of admission fee after screening process.

(2) Request for admission fee exemption-related documents
   If you apply for admission fee exemption, make sure to obtain application forms before admission procedures and prepare for paperwork.
   1) Download the form from Kanazawa University website
      https://www.kanazawa-u.ac.jp/campuslife/economic/exemption_grace
   2) If you request application documents by mail, you need to indicate “Application Documents for Admission Fee Exemption requested” in red ink on the front side of the envelope, and send it after enclosing a document showing the reason for exemption application, your name, phone number, intended graduate school/division, and your identification number (any document format is acceptable) as well as a return-mail envelope (240mm X 332 mm envelope; affix stamps worth ¥210; indicate your
(3) Application Procedures for Admission Fee Exemption
1) Document submitted
   (a) Application Form for Admission Fee Exemption
   (b) Other necessary certificates (Check out detail information by admission fee exemption-related application documents)
   (c) An ¥84-stamped return envelope(size:JIS N3, 120mm×235mm) bearing their(name) and address(which can guarantee fail-safe mail delivery)
2) When to submit application documents: During the admission procedures period of each Graduate School (See page 1) [Strict observance]
3) Where to submit application documents: See “1 Where to Make Inquiries” on pages 16 to 17.

(4) Notes
1) If you apply for admission fee exemption, we will postpone your admission fee payment until we give you a notice of our screening result. If you pay admission fee prior to such notice, we will regard you as withdrawing from your application for admission fee exemption.
2) If our screening process has led to half of the exemption or denial of the exemption, and you fail to pay admission fee within 14 days from receiving notification to that effect, then you will get expelled from the university. If you fail to pay admission fee, you will get expelled from the university.
3) Even if you apply for admission fee exemption, make sure to fill in the sheet for “Certificate of Remittance of Admission Fee” (the prescribed form as attached) and submit it along with other admission procedure documents (See (3) Document submitted on pages 4 to 6).
4) Entrance exam scores may be taken into account in the screening process.

4. Procedures for Admission Fee Deferral

(1) You are eligible for admission fee deferral if:
   1) Are suffering difficulties in paying admission fees by the payment deadline due to economic reasons, and have an outstanding academic record or,
   2) Are suffering difficulties in paying admission fees by the payment deadline due to the death of their tuition payer, or because their tuition payer or the student suffer wind and flood damages or other disasters within a year before their admission (from 2019 October to September 2020)

If you fall under one of these conditions and apply for admission fee deferral, we might postpone your admission fee payment after screening process.

(2) Request for admission fee deferral-related documents
If you apply for admission fee deferral, make sure to obtain application forms before admission procedures and prepare for paperwork.

1) Download the form from Kanazawa University website
   URL: https://www.kanazawa-u.ac.jp/campuslife/economic/exemption_grace
2) If you request application documents by mail, you need to indicate “Application Documents for Admission Fee Postponement requested” in red ink on the front side of the envelope, and send it after enclosing a document showing the reason for postponement application, your name, phone number, intended graduate school/division, and your examinee number (any document format is acceptable) as well as a return-mail envelope (240mm × 332 mm envelope; affix stamps worth ¥210; and indicate your postal code, address and name). If the deadline is coming closer, affix stamps worth ¥500
(including express delivery fee) on the envelope and indicate “express mail.”

3) Where to request application documents and make inquiries

See the section “1 Where to Make Inquiries” on pages 16 to 17.

(3) Application Procedures for Admission Fee deferral

1) Document submitted
   (a) Application Form on Admission Fee deferral
   (b) Other necessary certificates (Check out detail information by admission fee deferral -related application documents)
   (c) An ¥84-stamped return envelope(size:JIS N3, 120 × 235mm) bearing their(the student’s) name and address(which can guarantee fail-safe mail delivery)

2) When to submit application documents: During the admission procedures period of each Graduate School (See page3) [Strict observance]

3) Where to submit application documents: See “1 Where to Make Inquiries” on pages 16 to 17.

(4) Notes

1) If you apply for admission fee postponement, we will postpone your admission fee payment until we give you a notice of our screening result.

2) If our screening process has led to denial of your admission fee postponement, and you fail to pay admission fee within 14 days from receiving notification to that effect, then you will get expelled from the university.
   Even if we accept postponement of your admission fee, you must pay admission fee by Wed, September 30, 2020. If you fail to pay admission fee, you will get expelled from the university.

3) Even if you apply for admission fee deferral, make sure to fill in the sheet for “Certificate of Remittance of Admission Fee” (the prescribed form as attached) and submit it along with other admission procedure documents (See (3) Document submitted on pages 4 to 6).

4) Entrance exam scores may be taken into account in the screening process.

5 Paying Tuition

1 How to Pay Tuition
   (1) Total tuition fee and the scheduled bank transfer day(for the first year)
      Second semester (3rd and 4th quarter) Tuition fee  ¥267,900  to be transferred on November 25, 2020 (Wed)
      First semester (1st and 2nd quarter)   Tuition fee  ¥267,900  to be transferred on late May, 2021.
      (Note) The above amount is the expected amount, and in the case that during admission or while you are enrolled the amount is revised, the new tuition fee amount will apply.

   (2) How to pay tuition
      Payment is made via the “Bank Account Transfer System,” which automatically deducts money from your bank account. Make sure to open a bank account in your, or your tuition payer’s name at the financial institution specified by Kanazawa University (if you already have an account at the specified financial institution, then it is possible to use that account), and conduct bank transfer procedures.
      For details on bank transfer procedures and the tuition bank transfer dates, please refer to the pamphlet “Tuition Fee
Payment.”
However, for students currently enrolled at Kanazawa University already using the Tuition Bank Account Transfer System, deductions will continue automatically. Therefore, unless you will change your registered specified account, you are not required to carry out procedures.

(3) Other
We will inform you of the tuition bank transfer dates and tuition amount in early April and early October every year, via your assigned school’s bulletin boards and the university website. (Home page→Current Students
https://www.kanazawa-u.ac.jp/students/)

6 Procedures for Tuition Exemption
(1) You are eligible for tuition exemption if:

1) You are suffering a difficulty to pay tuition due to an economic reason, and are regarded to achieve excellent academic performance; or

2) You are suffering a significant difficulty in paying tuition because your tuition payer dies within a year before your admission (from October 2019 to September 2020) or because your tuition payer or you suffer wind and flood damages or other disasters.

If you fall under one of these conditions and apply for tuition exemption, we might exempt within budget you from all, a half or a part of tuition payment for the first semester after screening process.

(2) Request for tuition exemption-related documents
If you apply for tuition exemption, make sure to obtain application forms following the instruction 1) and 2), and then prepare for paperwork.

1) Download the form from Kanazawa University website
   URL: http://www.kanazawa-u.ac.jp/campuslife/economic/tuition_waiver

2) If you request application documents by mail, you need to indicate “Application Documents for Tuition Exemption requested” in red ink on the front side of the envelope, and send it by enclosing a document showing the reason for exemption application, your name, phone number, intended graduate school/division, and your identification number (any document format is acceptable) as well as a return-mail envelope (240mm x 332 mm envelope; affix stamps worth ¥210; and indicate your postal code, address and name). If the deadline is coming closer, affix stamps worth ¥500 (including express delivery fee) on the envelope and indicate “express mail.”

3) Where to request application documents and make inquiries
   See the section “1 Where to Make Inquiries” on page 16 to 17.

(3) Application Procedures for Tuition Exemption

1) Document submitted
   (a) Application Form for Tuition Exemption
   (b) Other necessary certificates (Check out detail information by tuition exemption-related application documents)

2) When to submit application documents: Application documents must arrive one week before the deadline for submitting application documents [Strict observance]

3) Where to submit application documents: See “1 Where to Make Inquiries” on pages 16 to 17.
1 Entrance Ceremony, Course Registration Guidance, Orientations

(1) Entrance Ceremony
Details are below. Please be seated before 0:10 pm on the day of the ceremony.
Date and Time: Tue, October 1, 2020 starts at 0:30 pm
Venue: Kanazawa University Kakuma Campus, Natural Science Lecture Hall, Lecture Room
*Please refer to the map on the last page.

How to access Kakuma Campus (Bus Stop: Kanazawa Daigaku Shizenken Mae):
From JR Kanazawa Station Kenrokuen Entrance (East Entrance), board a Hokuriku Tetsudo Bus bound for “Kanazawa Daigaku (Kakuma)” and get off at “Kanazawa Daigaku Shizenken Mae.”

(2) Issuing Student ID
Receive your student ID (ID card) at the section in charge from Tue, October 1. (For more information on the section in charge at your division, see “1 Where to Make Inquiries” on page 16 to 17.)
Your student registration certificate and student discount certificate are also available from the automatic certificate issuing machine by using your ID card.
Section in charge at your graduate school will give you instructions on your orientation schedule or other information on your course.

2 Acknowledging University Credits You Have Earned before Admission
If you have already earned some credits at graduate school of Kanazawa University or any other university before entering Kanazawa University, we might acknowledge these credits as you have earned them by taking lectures at Kanazawa University after admission. We will accept such credits (15 credits at maximum) if we find it beneficial for educational purposes.
If you wish to have your credits acknowledged by us in this manner, check out detail information at the section in charge at your division in advance.
Make arrangements for the following documents in advance because you need to attach them to application form.
- Official transcript
- Syllabus (lecture outline) or course guide that describes class topics
- Other useful documents (we might request you to submit textbooks, notebooks, etc.)

3 Scholarships
Information of scholarship for privately financed international students is also available of the following.
http://www.adm.kanazawa-u.ac.jp/ie/e/abroad/scholarship.html
4.5 Student/International Student Dormitory

At Kanazawa University, to promote international exchange and foster global talent, there is the student dormitory “Hokumei,” a sharehouse type student dormitory where international and Japanese students live together in one unit.  
http://www.adm.kanazawa-u.ac.jp/ie/e/lifeinfo/housing.html#02-1

6 Periodic Medical Checkups

In order to make your campus life healthier and more meaningful, we carry out Periodic Medical Checkups for all new students. Details such as schedule and venue are subject to change. Please visit the Kanazawa University Health Management Center website (http://hsc.w3.kanazawa-u.ac.jp/) for regular health checkups.  
Please be sure to check the flow of medical checkups and precautions at the venue before taking a medical examination.  
In addition, for inquiries regarding health checkups, enter your name, student ID number, affiliation, and grade as much as possible.  
E-mail: hokekan@kenroku.kanazawa-u.ac.jp

http://hsc.w3.kanazawa-u.ac.jp/annual-medical-checkup/

The Medical Checkups for new students are conducted after October in this year.

(1) How to undergo medical checkup on the venue

Receive “Checkup file case” at the reception in the Health Service Center → Submit urine → Take medical checkups with “Checkup file case” → Return “Checkup file case” to collection desk to complete.

(2) Notice

1) Please make sure bring your student ID card to medical checkup. (Students, who are currently working for company, may submit health checkup result for Academic Year 2020, or its copy undertaken at workplace. Write student ID No. and submit it to the student affairs section.)

2) If you do not have annual medical checkup at Kanazawa University (or if you submit a copy of your medical checkup report at your workplace in place of using Kanazawa University’s medical checkup services), the university is unable to issue your health certificate.

3) Height and weight measurements will be done barefooted. Wearing stockings or tights is not allowed.

4) When undergoing the Chest X-ray, you are allowed to wear a solid color T-shirt. Metallic items or printed garments are not allowed. Make sure to make advanced notice when you are pregnant or suspect to be pregnant, as X-ray is inappropriate.

5) If you cannot come, please contact the Health Care Center in advance.

6) Please wear a mask around the health checkup site and keep away from other people to prevent infection.

7 Infection Control Measures

Kanazawa University requests that you enroll after taking vaccinations defined in Preventive Vaccinations Act as long as there are no special circumstances such as illness due to which you cannot receive the vaccination. In addition, in order to maintain your health, Kanazawa University strongly encourages you to take as much vaccination as possible for various
8 Notice from Health Service Center

(1) Health Insurance Card

Please bring your health insurance card when you visit a hospital; it is required in order to receive medical insurance coverage for health care.

(2) First-aid kit

Please prepare a first-aid kit containing medicines such as cold medicine, thermometer, plaster, and so on. In addition, if you are taking medication for the treatment of disease, please include that medication.

(3) If you are outpatient for any disease

If you will enroll from a remote location to our university and you are a hospital outpatient for any disease, we recommend that you to ask the family physician to write a letter of introduction (to provide your medical information) addressed to a hospital near our university and you visit that hospital. If you do not know which hospital to visit, please ask the physician to write a letter of introduction addressed to Health Service Center.

9 The Disabled Student’s Support Office

At Kanazawa University, we have set up a Disabled Student Support Center. Including those considering enrollment before entry exams, if you have a disability and in the case that support is expected to be necessary for study, we will conduct an in-depth consultation regarding the content of said support.

If the above applies to you, please contact the Disabled Student Support Center immediately after your admission has been confirmed (you have passed).

[Where to make inquiries] Disabled Student Support Center (Student Support Division, Student Affairs Department)

Tel: 076-264-5168 Fax: 076-234-4057
E-mail: siensitsu@adm.kanazawa-u.ac.jp

10 Mandatory Student Insurance Designated By Kanazawa University

At Kanazawa University, in case of any accidents during your student life, we make it compulsory for students to join the Personal Accident Insurance for Students Pursuing Education and Research (Gakkensai) and Liability Insurance coupled with PAS. They are compensation schemes managed by the Japan Educational Exchanges and Services, and students from all Junior Colleges and Universities in Japan are eligible for both insurance policies.

(1) Insurance Premiums and Insurance period

Please pay the following insurance premiums in a lump sum payment at the counter of the post office.

Please note that in the case you withdraw from admission after paying the insurance premiums, we will return the insurance premium to you (insurance premium minus postage fees).
<table>
<thead>
<tr>
<th>Graduate School</th>
<th>Period of insurance</th>
<th>Insurance premium</th>
<th>Breakdown</th>
<th>Course of Liability Covered with PAS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate School of Human and Socio-Environmental Studies</td>
<td>Master's Level Section of Integrated Course (Short-term Enrollment-type System)</td>
<td>1 year</td>
<td>¥1,340</td>
<td>¥1,000</td>
</tr>
<tr>
<td>Graduate School of Natural Science and Technology</td>
<td>Master's Level Section of Integrated Course</td>
<td>2 years</td>
<td>¥2,430</td>
<td>¥1,750</td>
</tr>
<tr>
<td>Graduate School of Medical Sciences (Division of Pharmaceutical Sciences)</td>
<td>Doctoral Level Section of Integrated Course</td>
<td>3 years</td>
<td>¥3,620</td>
<td>¥2,600</td>
</tr>
<tr>
<td>Graduate School of Medical Sciences (Except Division of Pharmaceutical Sciences)</td>
<td>Master's Course Master's Level Section of Integrated Course</td>
<td>2 years</td>
<td>¥2,790</td>
<td>¥1,790</td>
</tr>
<tr>
<td></td>
<td>Doctoral Level Section of Integrated Course</td>
<td>3 years</td>
<td>¥4,150</td>
<td>¥2,650</td>
</tr>
<tr>
<td></td>
<td>Doctoral Course</td>
<td>4 years</td>
<td>¥5,370</td>
<td>¥3,370</td>
</tr>
<tr>
<td>Graduate School of Law</td>
<td>Master's Course</td>
<td>2 years</td>
<td>¥2,430</td>
<td>¥1,750</td>
</tr>
<tr>
<td>Division of Law and Politics</td>
<td>Doctoral Course</td>
<td>2 years</td>
<td>¥2,430</td>
<td>¥1,750</td>
</tr>
<tr>
<td>Graduate School of Professional Development in Teacher Education</td>
<td>2 years</td>
<td>¥2,430</td>
<td>¥1,750</td>
<td>¥680</td>
</tr>
<tr>
<td>Graduate School of Advanced Preventive Medical Sciences</td>
<td>4 years</td>
<td>¥5,370</td>
<td>¥3,370</td>
<td>¥2,000</td>
</tr>
</tbody>
</table>

(2) Overview of Gakkensai

Within or outside of Japan, insurance payouts are made for ① sudden, incidental, and exogenous accidents during their education/research activities ② bodily injuries or accidents caused by accidents while commuting or while in transit between school facilities.

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Death benefits</th>
<th>Physical disability benefits</th>
<th>Medical benefits</th>
<th>Additional hospitalization Benefits (up to 180 days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>During regular curricular activities or school events</td>
<td>¥20 million</td>
<td>¥1,200,000 - ¥30 million</td>
<td>For 1 or more days of actual medical treatment; ¥3,000 - ¥300,000</td>
<td>¥4,000 per day</td>
</tr>
<tr>
<td>While staying in school facilities for reasons other than the above and extracurricular activities During the commute to school During transit between school facilities</td>
<td>¥10 million</td>
<td>¥600,000 - ¥15 million</td>
<td>For 4 or more days of actual medical treatment; ¥6,000 - ¥300,000</td>
<td></td>
</tr>
</tbody>
</table>
Overview of Liability Insurance Covered with PAS

Students (the insured) will be covered up to the limit of payment against damages for which, during the period of this insurance, they may be held legally liable to pay in Japan or abroad for injuring a third party or damaging any property belonging to a third party, during their curricular activities, school events, extracurricular activities, or commuting to and from them. At Kanazawa University, we require all students to enroll in both Gakkensai and Liability Insurance Covered with PAS.

Course and limits of coverage

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Course A</th>
<th>Course C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Death benefits</td>
<td>¥10 million</td>
<td></td>
</tr>
<tr>
<td>Physical disability benefits</td>
<td>¥600,000 - ¥15 million</td>
<td></td>
</tr>
<tr>
<td>Medical benefits</td>
<td>For 14 or more days of actual medical treatment; ¥30,000 - ¥300,000</td>
<td></td>
</tr>
<tr>
<td>Limit of coverage</td>
<td>100 million yen per accident combining both bodily injury and property damage (No deductible)*</td>
<td>¥4,000 per day</td>
</tr>
</tbody>
</table>

* Limit of coverage for one insured person per year

International students are required to check the recommended insurance at the orientation of international students.

(4) Application Procedures and Insurance Period

1. Application Procedure
   Please pay insurance premiums at the post office using the specified form. (The policyholder bears payment fee.)

2. Application Procedure Period and Insurance Period
   i. If you pay the insurance premium before or in September, then the insurance will be valid from October 1.
   ii. If you pay in or after October, then your insurance will be valid from the day after payment.

(5) Other

1. Use the payment invoice and receipt issued by the post office in place of a receipt for insurance premium. The university will not issue any receipt for insurance premiums. An insurance policy will not be issued, so keep your transfer payment invoice and receipt in a safe place.

2. For more information regarding the insurance contract, see the “Personal Accident Insurance for Students Pursuing Education and Research (PAS) Guide” distributed at the time of your admission. (Also see the website of Japan Educational Exchanges and Services (http://www.jees.or.jp/), which operates this insurance program.)
11 Comprehensive Insurance for Student Life Coupled with PAS ( “CIS-PAS” )

University students are involved with diversified activities, such as on-campus projects as well as off-campus activities. In this context, Kanazawa University strongly recommends “Comprehensive Insurance for Student Life Coupled with PAS” (CIS-PAS) as a compensation program capable of covering any aspect of your student life. School of Medicine students make sure you enroll from the 4th year.

CIS-PAS provides 24-hour comprehensive insurance coverage to your student life (*1), as it covers actual expenses on treating off/on-campus injury/disease uninsurable with PAS (including health insurance patient’s pay and novel influenza) and also takes care of your liability (during your part-time job or club activities) when you cause an accident. CIS-PAS is a user-friendly insurance program because the nationwide organization’s discount is applicable.

If you think PAS does not provide sufficient insurance coverage, you may join CIS-PAS voluntarily. If you wish to join CIS-PAS, go through necessary procedures after confirming the insurance coverage, as shown in the enclosed brochure.

In this insurance program, you will choose your insurance coverage type from several options. **Only students who have joined PAS are eligible for this insurance.**

Refer to the enclosed brochure for contact information on CIS-PAS.

(*1) Death or physical disability during your regular curricular activities or school events, in extracurricular activities (club activities) permitted by your school, or in school facilities (except for dormitory) are not covered with this insurance program, but with Personal Accident Insurance for Students Pursuing Education and Research (PAS).

12 Student Mutual Benefit and Other Insurances

Student Mutual Benefit is an indemnity program in which the University Co-operatives Mutual Federation serves as the original insurer while Kanazawa University Co-op acts as a counter agent. It has the “Life Mutual Insurance” program, which covers hospitalization and surgery on disease or injury as well as hospital visits due to injury. Also, as an additional recommended insurance, there is “Personal Liability Insurance for Students” which covers damages in everyday life such as when riding a bicycle, and there is also “Fire Mutual Aid” which covers tenant liability for damage or compensation against lender and indemnity of household goods due to fire, or water leakage, etc. This also includes instances where the household belongings of the person living below are damaged by water leakage. For more details, please refer to the materials at the Kanazawa University Co-op.

[III. Campus Life Section]

1 Welfare Facilities

As welfare facilities for students and faculty members, each campus has restaurants, cafes, bookstores, stores, and hairdressers. You can use your IC card-type student ID’s Co-op e-money at restaurants, cafes, bookstores, and stores run by Kanazawa University Co-op. For more information, refer to Kanazawa University Co-op materials enclosed herein. (A financial contribution that will be refunded at graduation or completion is required.)

2 Voluntarily Refraining from Automobile or Motorcycle Commuting

Recently many students are commuting to school by car or by motorcycle, and we are troubled by the many traffic
accidents caused by Kanazawa University students. Once you cause a traffic accident, it will not only cause significant hindrance for your academic studies, but it will also pose serious and long-term social and economic burdens for students with bright futures and their families.

Kanazawa University is located in the east of Kanazawa City and is easily accessible using public transportation. In light of this, we are asking our students to voluntarily refrain from commuting by car or motorcycle to the university, and we are working to make all students refrain from doing so.

We ask students and their parents to understand our intention, and we strongly request the refraining of commuting by car or motorcycle to prevent traffic accidents and maintain a positive educational and research environment on campus.

Also, we will not permit students to commute by car expect in special circumstances. In the case of special circumstances such as physical disabilities, or when commuting by bus is very difficult for geographical reasons, please make a request to the General Education Support Division General Education Student Affairs Section (General Education Lecture Hall) during the prescribed period.

3 Part-time Jobs

Kanazawa University Co-op provides part-time job information service if you need to work part-time to finance your school expenses.

4 Housing Referral Services

Kanazawa University Co-op provides referral services on apartments or other housing. For more information, see the Kanazawa University Co-op materials enclosed herein or call the Housing Referral Section, Kanazawa University Co-op, at 076-234-0852.

5 Kanazawa University Credit Card

Kanazawa University Credit Card (KUCC) is a credit card born out of a collaboration between Kanazawa University and Hokuriku Card Co., Ltd. With its enhanced function and security features, KUCC is a reliable partner that gives strong support to the lives of students who have never owned a credit card (KUCC is only available to students).

There is no joining fee or annual membership fee. With a credit limit of 100,000 yen and overseas travel insurance (which covers overseas studies as well), KUCC is equipped with features carefully selected for students including an accident insurance. (If you are younger than 20, you will require the consent of your parent/guardian).

[Where to enquire regarding the Kanazawa University Credit Card]

Please refer to “1 Where to make inquiries” on page 18.

〔IV. Other〕

3 Where to Make Inquiries

1 Admission Procedures

<table>
<thead>
<tr>
<th>Graduate School/ Division</th>
<th>Where to make inquiries</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate School of Human and Socio-Environmental Studies</td>
<td>Admission Section, Student Affairs Division, Human and Social Administration Department (Human and Social Science Hall 2)</td>
</tr>
<tr>
<td>Graduate School of Professional Development in Teacher Education</td>
<td>E-mail: <a href="mailto:n-nyusi@adm.kanazawa-u.ac.jp">n-nyusi@adm.kanazawa-u.ac.jp</a></td>
</tr>
<tr>
<td>Graduate School of Law</td>
<td>Tel 076-264-5600〜5602</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate School/ Division</td>
<td>Where to make inquiries</td>
</tr>
<tr>
<td>---------------------------</td>
<td>-------------------------</td>
</tr>
</tbody>
</table>
| **Graduate School of Natural Science and Technology** | Admission Section, Student Affairs Division, Science and Engineering Administration Department  
(Natural Science and Technology Main Hall)  
E-mail: s-nyusi@adm.kanazawa-u.ac.jp  
Tel 076-234-6823,6824 | Kakumamachi, Kanazawa 920-1192 |
| **Graduate School of Medical Sciences**  
(Division of Medical Sciences, Division of Medicine) | Graduate Student Affairs Section (Medicine), Student Affairs Division, Medical, Pharmaceutical and Health Administration Department (School of Medicine Hall F)  
E-mail: t-daigakuin@adm.kanazawa-u.ac.jp  
Tel 076-265-2121, 2887 | 13-1 Takaramachi, Kanazawa 920-8640 |
| **Graduate School of Medical Sciences**  
(Division of Pharmaceutical Sciences) | Pharmacy Student Affairs Section, Faculty of Pharmacy and Cancer Research Institute Support Division, Medical, Pharmaceutical and Health Administration Department  
(Natural Science and Technology Main Hall)  
E-mail: y-gakumu@adm.kanazawa-u.ac.jp  
Tel 076-234-6827, 6987 | Kakumamachi, Kanazawa 920-1192 |
| **Graduate School of Medical Sciences**  
(Division of Health Sciences) | Student Affairs Section, Faculty of Health Sciences Support Division, Medical, Pharmaceutical and Health Administration Department (School of Health Sciences Hall 1)  
E-mail: t-igaku2@adm.kanazawa-u.ac.jp  
Tel 076-265-2514–2517 | 5-11-80 Kodatsuno, Kanazawa 920-0942 |
| **Graduate School of Advanced Preventive Medical Sciences** | Graduate Student Affairs Section (Medicine), Student Affairs Division, Medical, Pharmaceutical and Health Administration Department (School of Medicine Hall F)  
E-mail: t-daigakuin@adm.kanazawa-u.ac.jp  
Tel 076-265-2868 | 13-1 Takaramachi, Kanazawa 920-8640 |
| **Graduate School of Frontier Science Initiative**  
(Master’s and Doctoral Level Section of Integrated Course) | Graduate School of Frontier Science Initiative Affairs Section, Student Affairs Division, Student Affairs Department  
(Administration Office Bldg.)  
E-mail: s-yugo@adm.kanazawa-u.ac.jp  
Tel 076-264-5971,5970 | Kakumamachi, Kanazawa 920-1192 |

*Only weekdays between 9:00-17:00*

2) Other inquiries

<table>
<thead>
<tr>
<th>item</th>
<th>Where to request documentation and make inquiries</th>
</tr>
</thead>
</table>
| **Admission Fee Exemption**  
**Admission Fee Deferral**  
**Tuition Exemption** | Student Support Section, Student Support Division, Student Affairs Department  
E-mail: stsien@adm.kanazawa-u.ac.jp  
Tel: 076-264-5164 | |
| **Scholarships** | Student Support Section, Student Support Division, Student Affairs Department  
E-mail: stsien@adm.kanazawa-u.ac.jp  
Tel: 076-264-5170 | |
| **Periodic Medical Checkup** | Health Service Center  
E-mail: hokekan@kenroku.kanazawa-u.ac.jp  
Tel: 076-264-5255,5256 | Kakumamachi, Kanazawa 920-1192 |
| **Admission Fee Payment**  
**Tuition Fee Payment** | Revenue and Expenditure Section, Financial Management Division, Finance Department  
E-mail: syunyu@adm.kanazawa-u.ac.jp  
Tel: 076-264-5066 | |
| **Student/International Student Dormitory** | Student Counselling Section, Student Support Division, Student Affairs Department  
E-mail: soudan@adm.kanazawa-u.ac.jp  
Tel: 076-264-5166,5168 | |
| **Student Dormitory**  
(Will close in March 2023) | Student Counselling Section, Student Support Division, Student Affairs Department  
E-mail: gakuryo@adm.kanazawa-u.ac.jp Tel: 076-264-5167 | |
**2 Admission, Tuition and Other Expenses**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Timing for remittance or payment</th>
<th>Payment method</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Admission Fee</strong></td>
<td>¥282,000</td>
<td>During admission procedure</td>
<td>Refer to page 3</td>
</tr>
<tr>
<td><strong>Tuition (Expected)</strong></td>
<td>Academic year 2020 for second semester (3rd and 4th quarter) for (October to March) ¥267,900</td>
<td>November 25, 2020 (Wed) (Bank transfer)</td>
<td>Refer to page 8</td>
</tr>
<tr>
<td></td>
<td>Academic year 2021 for first semester (1st, 2nd quarter) (April to September) ¥267,900</td>
<td>Late May, 2021 (Bank transfer)</td>
<td></td>
</tr>
<tr>
<td><strong>Mandatory Student Insurance Designated by Kanazawa University</strong></td>
<td>Refer to (1) Insurance premium and insurance period on page 13</td>
<td>Admission procedure period to October 2, 2020 (Fri) (Paid at post office)</td>
<td>Refer to pages 12 to 14</td>
</tr>
</tbody>
</table>

(Note) If the university amends tuition at the time of your admission or during your enrollment at the university, the new tuition amount will be applicable from the time of amendment.

**3 Measures for Globalization in Kanazawa University**

Amid the advancing social globalization, it is an urgent task to develop human resources capable of playing an active role in a variety of places. While strategic development of such high-level human resources is expected worldwide today, it is expected to strengthen the system for development of global leaders at universities in Japan. Also, it is a matter of course that for graduate students English is an important skill in conducting a research and also training overseas turns to be a precious experience.

With such background, Kanazawa University is advancing various measures, such as the Top Global University Project (SGU) with the theme, “Developing Human Resources to Lead the Global Society and Establishing the Kanazawa University Brand by Thorough Internationalization”. It has set out goals, such as aiming to attain situations where graduate students with TOEIC 760 points equivalent or TOEFL-iBT 80 points equivalent account for 85% or more of all the graduate students by 2023 and where the number of students who have an overseas training experience is 270 or more by 2021.
4 Privacy Policy

Kanazawa University is making efforts to appropriately manage and protect personal data owned by the university following the Act on the Protection of Personal Information Held by Incorporated Administrative Agencies, the university’s Management Policy, and other rules and regulations.

Any personal information that the university has acquired through new student selection process or personal information that is listed on documents that you have submitted for your admission procedure is used for the following tasks:

1. Tasks related to new student selection or admission procedures
2. Tasks related to post-admission registrar management or school instruction and those related to health management, such as medical checkup
3. Tasks related to on-campus services, such as the university’s portal site, on-campus LAN, library and book lending services after admission
4. Tasks related to student support services, such as admission fee exemption, tuition exemption or scholarship recipient selection tasks
5. Tasks related to payment of admission fee or tuition, and those necessary for financial institution’s receipt and disbursement services on commission
6. New student selection-related survey research tasks without personal identifiers
7. Tasks related to public relations targeting students and their families and those related to the university foundation (donations)
8. Tasks related to engaging in outcomes assessment on alumni or providing support to alumni association activities, as well as information services and information provision services through Kanazawa University
9. Other statistical processing tasks without personal identifiers