

Nagoya University Graduate School of Law
Department of the Combined Graduate Program in Law and
Political Science

LL.M. (Comparative Law) Program
in Law and Political Science
(April-entry)

Application Information and Forms

2016 Academic Year

〔 2016年名古屋大学大学院法学研究科博士課程（前期課程）
総合法政専攻国際法政コース（4月入学）学生募集要項 〕

<Changes in examination schedule and procedures due to unforeseen circumstances>

The examination schedule and selection measures may be modified in the event of an outbreak of infectious disease or other unforeseen circumstances. Please check the website regularly for the latest notices, especially in the days preceding the application and examination periods.

■ School of Law website

<http://www.law.nagoya-u.ac.jp/examination/index.html>

<http://gsl-nagoya-u.net/admissions/>

■ Contact Info:

Admission Section, School of Law

Tel (052)789-2316, 2317

Application for Admission
to the LL.M. (Comparative Law) Program in Law and Political Science 2016
The Graduate School of Law (GSL), Nagoya University, Japan

The Nagoya University Graduate School of Law (GSL) invites application for the LL.M. (Comparative Law) Program in Law and Political Science for the academic year of 2016.

This program mainly conducted in English is designed for international students from a variety of legal backgrounds, who are expected to contribute to their country as legal professionals in government, academy, international organizations, non-governmental organizations, and private sectors.

This program will accept students both in April and October every academic year. However, since there are additional requirements for October enrollment, this booklet concerns application related to April enrollment only. The application information for October enrollment will be available in a separate booklet.

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1 Qualifications and Conditions for application

1) Nationality: Applicants must be non-Japanese citizens.

2) Qualifications:

Those who meet one of the following qualifications are eligible to apply:

- (1) Applicants who have completed, or are expecting to complete by March 31, 2016, 16 years of formal education in foreign countries;
- (2) Applicants who have completed or are expecting to complete by March 31, 2016, 16 years of formal education in Japan through taking correspondence courses managed by foreign schools;
- (3) Applicants who have graduated or will graduate by March 31, 2016 from an accredited Japanese university;
- (4) Applicants who have been awarded or are expecting to be awarded by March 31, 2016, a Bachelor's Degree by the National Institution for Academic Degrees and University Evaluation (NIAD), an independent administrative institution;
- (5) Applicants who have completed or are expecting to complete by March 31, 2016, a course offered by a foreign university situated in Japan (whose graduates are regarded as completing 16 years of formal education in the foreign country concerned), that is recognized as part of the formal educational system of the relevant foreign country and for which the Minister of Education, Culture, Sports, Science and Technology has indicated approval;
- (6) Applicants who have completed (or will complete by March 31, 2016) an advanced professional course of the professional training college. The course must fulfill the requirements set by the Minister of Education, Science, Culture and Sports (e.g., offering a minimum of four years of education, etc.) and be recognized by the Minister of Education, Science and Sports as such. Applicants must have graduated from the course after the date of approval by the Minister of Education, Science, Culture and Sports.
- (7) Applicants who have been designated under the Minister of Education, Culture, Sports, Science and Technology (Notification No. 5 of the Ministry of Education of 1953);

- (8) Applicants who have completed at least 15 years of formal education in a foreign country or have completed a relevant course managed by a foreign university situated in Japan (whose graduates are regarded as completing 15 years of formal education of the foreign country) which is recognized as part of the formal educational system of the foreign country and for which the Minister of Education, Culture, Sports, Science and Technology has indicated approval and who are recognized by our Graduate School as received necessary units or credits with good records; or
- (9) Applicants who are recognized by our Graduate School as possessing academic ability equivalent to or above that of a graduate on the basis of individual preliminary screening of qualifications* and are age 22 or over by March 31, 2016.

* Those wishing to qualify under above category (8) or (9) should refer to the Note on the “***Individual Preliminary Screening of Qualifications***,” which is given in 4. ‘Documents required for Application’ below.

2 Admission Openings

There are 35 openings in total for the master’s programs* of the Graduate School of Law (GSL) each year.

* This number includes candidates to a Master’s Program for Academics, an LL.M. (Modern Law) Program for Professionals, and the LL.M. (Comparative Law) Program for International Students.

The LL.M. (Comparative Law) Program is mainly aimed at international students, such as Japanese Government (*Monbukagakusho*: MEXT) Scholarship students and those sent by foreign governments or the equivalent.* There are twenty places for these students and a few places for independently-financed students.

* Regardless of applicants’ status, “equivalent” is deemed to include those in receipt of scholarships supplied by regional government or funding organizations, as well as those in receipt of scholarships from a foreign central government.

3 Application Procedures

Submission of Application

All documents required for application listed in section 4 below, together with a non-refundable application fee of 30,000 yen should be submitted during the following filing period to the student affairs section of the GSL administrative office (For the mailing address, see the last page of this booklet.).

* Students funded by the Japanese Government (*Monbukagakusho*: MEXT) Scholarship do not have to pay an application fee.

In case of mailing, applications have to be sent by registered mail. For those applying by mail, the application must reach the office with APPLICATION FOR ADMISSION TO THE GRADUATE PROGRAM written in red on the face of the envelope. In this case, an application fee must be sent in the form of a Japanese postal money order with the space of ‘To be paid to...’ left blank.

Filing Period for Application

Applications will be accepted two times per year as follows. Late applications will not be considered.

1) Autumn selection Applications will be accepted between Thursday, August 27, 2015 and Tuesday,

September 1, 2015.

- 2) Spring selection** Applications will be accepted between Monday, January 4, 2016 and Wednesday, January 6, 2016.

* The office is open from 9:00 a.m. to 4:00 p.m. (closed from 12:00 noon to 1:00 p.m.) and closed on national holidays, Saturday and Sunday.

4 Documents Required for Application

The following documents are required. Documents for application should be typewritten or neatly written in English block letters. In the event that certificates, transcripts and other documents are in a language other than English or Japanese, a translation into one of these languages must be attached.

- (1) Application Form (No.1) written in English;
- (2) Field of Study and Proposed Research Plan on prescribed Form No.2, written in English;
- (3) Certificate of graduation or prospective graduation or degree conferral, issued by the university the applicant has attended;
- (4) Official transcript of academic record issued by the university the applicant has attended. If original documents are not available, please supply certified copies of the original documents;
- (5) Certified English language proficiency, e.g. an official TOEFL score report or the equivalent or the completed Form of No.3;
- (6) Letter of recommendation in English or in Japanese on prescribed Form No.4: (not required for those who are currently enrolled in the Graduate School of Law or School of Law, Nagoya University) It should be written by the dean or head of the institution/employing body, the applicant's supervising professor or the other teaching staff or supervisor in the employing body with a personal knowledge of the applicant;
- (7) Two photographs (6 × 4cm in size) taken within the past six months with the applicant's name and nationality written on the back, which should be pasted on the application form and the Photograph Card;
- (8) Publications: A list of any books, articles, or theses the applicant has published, if any, which gives title, date of publication, name of publisher and a summary;
- (9) Official document to certify the nationality or the citizenship for those applying from abroad: For the applicant currently residing in Japan, a photocopy of Residence Card (both sides);
- (10) Financial resources: the MEXT Scholarship recipients must submit an official certificate indicating the Scholarship status, issued by the university currently enrolled. Applicants who are sent by foreign governments under the government scholarship program or who are awarded other scholarships must submit a certificate of grant issued by funding agencies. Other applicants must complete a statement of Financial Resources and Declaration of Financial Support on prescribed Form of No.5-1 and No.5-2. Admission decisions are made without any consideration of the applicant's financial status;
- (11) Contact address labels: Please complete as indicated with the applicant's complete mailing address where the applicant can be reached between now and April 2016 on each label;
- (12) Examinee's receipt cards: Please write the applicant's name on the receipt cards: MEXT Scholarship Recipients are not required to submit these cards;
- (13) Photograph Card & Examinee's Registration Card: Please complete these cards as indicated; and
- (14) Self-addressed envelopes: Please use the two self-addressed envelopes provided in this pamphlet with stamps worth 362 yen attached to each. If Japanese stamps are not available, please send instead 6 International Return Coupons which are available at post offices.

Note:

Individual Preliminary Screening of Qualifications

Those wishing to qualify under category (8) or (9) in the Qualifications for application should submit the following documents to the student affairs section of the GSL administrative office by Monday, August 10, 2015 for the autumn selection and Monday, November 30, 2015 for the spring selection, in order to receive the Individual Preliminary Screening of Qualifications as possessing equal academic abilities as a university graduate.

- 1) Application form for Preliminary Screening of Qualifications;
- 2) Curriculum Vitae on prescribed form;
- 3) Proof of applicant's academic research experiences on prescribed form;
- 4) Proof of educational history since graduation from high school (e.g. Certificate of graduation, withdrawal, or period of enrollment from high school attended);
- 5) Official academic transcript of high school; and
- 6) If available, three copies of academic papers or books.

The result of the Individual Preliminary Screening of Qualifications will be notified by Thursday, August 20, 2015 for the autumn selection and Friday, December 4, 2015 for the spring selection. Those who are recognized to possess academic ability equivalent to university graduates should submit all documents given on the item (1), (2) and (5) to (13) listed above in the '4 Required for Application', together with a copy of the notice of the result of the screening sent from the students affairs section of the GSL administrative law office, during the filing period for application given above.

5 Selection Method

Selections will be through screening of submitted documents and interview (oral examination).

1) Document Screening:

- (1) Candidates will be screened for interview after consideration of their research proposal (including reasons for applying), official transcript of academic results, language proficiency, a letter of recommendation, and other documents submitted.
- (2) The result of the document screening shall be announced on the following dates at the entrance of the building of the Graduate School of Law, Nagoya University. A letter announcing the result will be mailed to the candidates.
You can view your "unofficial" results on the website of Graduate School of Law, Nagoya University. These results are for convenience only, and do not replace the official results.
 - Wednesday, September 9, 2015 at around 5 p.m. for the autumn selection and
 - Thursday, January 28, 2016 at around 5 p.m. for the spring selection.

2) Interview:

Those who pass the document screening will be invited to an interview. Interview will be held as follows:

Note: Candidates on the short list will be informed of the interview schedule when they are notified of their passing of the document screening.

- (1) An interview will be conducted in English mainly on the candidate's research proposal.

- (2) Applicants who are currently residing in Japan will be interviewed at the GSL building at Nagoya University on the following dates:
- Wednesday, September 30, 2015 for the autumn selection; and
 - Wednesday, February 3, 2016 for the spring selection.
- (3) Separate arrangements may be made for applicants residing outside of Japan.

Note: Exemption of an interview with the Nagoya University Graduate School of Law shall be taken into consideration, provided that applicants dispatched by their governments or the equivalent have already been interviewed and screened once before.

6 Applications from disabled persons

Those persons who require special consideration in terms of taking exams or attending college on account of disability should consult with the Graduate School, prior to applying.

- (1) Consultation time:
By Monday, August 10, 2015 for the autumn selection and Monday, November 30, 2015 for the spring selection
- (2) Consultation method: Applicants must submit the following documents:
- (1) Request Letter for Special Consideration: Candidates should write on A4 paper (no special format required) on the matters such as the nature of their disability, the special consideration they desire in regard to taking exams and attending college, and any other relevant matters)
 - (2) Health Certificate
- (3) Mailing address: See the last page of this booklet.

7 Final Announcement of Selection Result

The Examinee's No. of successful candidates who have passed the interview will be posted at the entrance of the building of the Graduate School of Law, Nagoya University on the following dates. A letter announcing the result will be mailed to the candidates.

You can view your "unofficial" results on the website of Graduate School of Law, Nagoya University. These results are for convenience only, and do not replace the official results.

- Thursday, October 8, 2015 around 4:00 p.m. for the autumn selection; and
- Thursday, February 18, 2016 around 4:00 p.m. for the spring selection.

8 Enrollment Procedures

Detailed information regarding enrollment registration procedures will be sent to successful candidates, along with the final result. Candidates must register for enrollment on the designated dates, which are scheduled for Tuesday, March 22 and Wednesday, March 23, 2016, at the student affairs section of the GSL administrative office.

* Note that failure to register on the designated dates will be regarded as cancellation of admission by the candidate.

Required Fees (tentative):

The fees for academic session 2016 will be as follows (in yen):

※ Required fees may change in accordance with circumstances.

Entrance fee: 282,000 yen

Tuition fee: 267,900 yen (per semester*) (yearly tuition fee is 535,800 yen)

* Spring semester begins on April 1 and ends on September 30. /Autumn semester begins on October 1 and ends on March 31 of the following year.

Note:

* If tuition fees change during your enrollment at Nagoya University, you will need to pay the revised fee.

* Entrance fees have to be paid at the enrollment registration indicated above and tuition fees in April for the spring semester. Once paid, tuition fees and entrance fees will not be refunded.

* Students can apply for remission and extension of payment of entrance fees and/or tuition fees for one semester. In such case, an application form, available at enrollment registration, must be submitted to the GSL administrative office within the given period.

* MEXT Scholarship Recipients are exempted from the above fees.

9 Related Notes

- 1) Incomplete and late applications will not be accepted. After applications are filed, changes in submitted documents are not permitted. The application fee of 30,000 yen will not be refunded under any circumstances.
- 2) A false statement, misrepresentation or omission provided by the applicant in the applications may be the basis for denial of admission or dismissal from the Graduate School of Law, Nagoya University.

10 Treatment of information on individuals

Any information regarding individuals which has been obtained in the course of invitations for applications or from details contained in application documents, shall be used for the purposes of notifications concerning the application in hand, entrance examinations, announcements of results of entrance examinations, enrollment procedures and any other items subsidiary to these situations. It will also be used for the administration of the school register and for academic records connected with student academic affairs after enrollment. Furthermore, any information obtained concerning individuals will be treated appropriately, and shall never be used for any other reason other than its administrative purpose.

11 Contact Addresses***For entrance examination-related information:***

Admission Office

Graduate School of Law, Nagoya University

Tel: +81(Japan code)-(0) 52-789-2316, 2317, 4910 / Fax: +81-(0) 52-789-4921

Mailing address for Applications:

Student Affairs Section of the administrative office

Graduate School of Law, Nagoya University

B4-5 (700), Furo-cho, Chikusa-ku, Nagoya, 464-8601, Japan

An application booklet including application information and forms is available from the below address:

Student Affairs Section of the administrative office
Graduate School of Law, Nagoya University
B4-5 (700), Furo-cho, Chikusa-ku, Nagoya, 464-8601, Japan

An applicant wishing to have an application booklet mailed to him/her should send a 140 yen stamped self-addressed return envelope (size 33 cm × 24 cm in size) with their name, address and postal code written on it, together with a letter requesting the '2016 Master's Program Application Booklet.'

In case of applying from abroad, send a request letter with international return coupons for the value of 100g air postal, which are available at the post office in your country.

July 2015

Graduate School of Law
Nagoya University