

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

LL.M. (Comparative Law) Program in Law and Political Science
(October Enrollment)

“Training the Next Generation of Top Asian Legalists:
From Self-reliance to Networking”

Application Instruction and Forms
Academic Year of 2015

“Training the Next Generation of Top Asian Legalists: from Self-reliance to Networking”
2015 LL.M. (Comparative Law) Program in Law and Political Science
Department of the Combined Graduate Program in Law and Politics
Graduate School of Law (GSL), Nagoya University

The Graduate School of Law in Nagoya University (referred to as “GSL” or “Graduate School” below) invites students and legal professionals to apply for the LL.M. (Comparative Law) Program in Law and Political Science, titled “Training the Next Generation of Top Asian Legalists - from Self-reliance to Networking.” A limited number of Ministry of Education, Culture, Sports, Science and Technology, Government of Japan (*Monbukagakusho*: MEXT) Scholarships are available for the Program on a competitive basis.

The Graduate School, as a leading center of legal and political study in Japan, provides the program which aims to develop further the existing “*Program for Human Resource Development Contributing to Asian Technical Legal Assistance*”¹ by strengthening the self-reliance of Asian countries and the legal professional networking between them, and by training a future generation of “Asian leaders” in law and politics who can contribute to nation-building through the construction and sustainment of legal systems and the provision of education in law. The program also creates a structure for new networking potential among former students and for feedback to the Graduate School.

With these aims in mind, the program provides a high level of generalist-training balanced between a curriculum offering fundamental grounding in law and politics through classes conducted in English and individual guidance of a supervisor for overseas students from various backgrounds, with a wealth of extra-curricular support within the faculty and the University. Each student can immerse themselves in the joys of learning, whilst building strong bonds with fellow students from various nations and region. In this way we seek to provide the conditions for our students to reach their full potential.

Note: Details of the Comparative Law Program are available in the booklet of the ‘Admission – LL.M (Comparative Law) & LL.D. (Comparative Law) Program in Law and Political Science for International Students, 2015,’ which is downloadable from the GSL web site: <http://www.law.nagoya-u.ac.jp/en/>.

1. Admission Requirements

• Nationality:

Applicants must be non-Japanese citizens of developing or newly industrialized countries. Preference will be given to applicants from the Asian region.

¹ **Program for Human Resource Development Contributing to Asian Technical Legal Assistance*

The Graduate School has committed to the English-taught Comparative Law Program for “Contributing to Development of Human Resources to Contributing to Asian Legal Assistance” since 1999, providing training to those personnel faced with the difficult task of building institutions which is necessary to the transition to a market-oriented model of government and regulation, a democratic system of politics and a civil society governed by the rule of law.

• **Academic Qualifications:**

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

- (1) Applicants who have completed, or will complete by September 30, 2015, 16 years of formal education in foreign countries;
- (2) Applicants who have completed, or will complete by September 30, 2015, 16 years of formal education in Japan through taking correspondence courses managed by foreign schools;
- (3) Applicants who have graduated or will graduate by September 30, 2015, from an accredited Japanese university;
- (4) Applicants who have been awarded or will be awarded by September 30, 2015, 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 will complete by September 30, 2015, a course offered by a foreign university situated in Japan, 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 (whose graduates are regarded as completing 16 years of formal education in the foreign country concerned);
- (6) Applicants who have completed an advanced professional course of the professional training college. The course must fulfill the requirements set by the Minister of Education, Culture, Sports, Science and Technology (e.g., offering a minimum of four years of education, etc.) and be recognized by the Minister of Education, Culture, Sports, Science and Technology as such. Applicants must have graduated from the course after the date of approval by the Minister of Education, Culture, Sports, Science and Technology.
- (7) Applicants who have been designated by 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 having 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*, as possessing equal academic abilities as a university graduate and are age 22 or over by September 30, 2015.

* Those wishing to qualify under category (9) should consult with the Student Affairs Section of the GSL Administrative Office by November 28, 2014.

- **Health Conditions:** Applicants should be in good mental and physical health.

- **Language Proficiency:** Sufficient English proficiency is required.

Note: Those wishing to apply for MEXT Scholarship Program, please refer to page 7.)

2. Admission Openings

Several openings in the Program each year.

3. Application Procedures

Those who wish to apply for the Program should download application materials from the GSL website:

<http://law.nagoya-u.ac.jp/en/admissions/>

Deadline for application:

The deadline for the reception of the application is Thursday, January 15, 2015. Applications won't be accepted after this deadline.

Submission of application:

Applications with supporting documents, listed below, should be submitted to the Student Affairs Section of the GSL Administrative Office by registered airmail (EMS, UPS, FedEx or DHL) no later than the deadline of application given above.

Note: Candidates to MEXT sponsored seats are exempted from the application fee.

Application and supporting documents:

Documents for application should be prepared in English, in typewritten or neatly written in block letters, and submitted on A4-sized paper. In the event that application materials below are prepared in a language other than English or Japanese, a translation into one of these languages should be attached. The translation must be a literal and complete version of the original document.

- 1) Application Data Sheet;
- 2) Application for Admission on the LL.M.(Comparative Law) Program in Law and Political Science, 2015 Form No.1;
- 3) Field of Study and Proposed Study Program on prescribed Form No.2;
- 4) A certificate of graduation or prospective graduation or degree conferral issued by the university attended by the applicant;
- 5) An official transcript(s) of academic record issued by the university attended by the applicant; If original documents are not available, certified copies of the original documents should be supplied.

Important notes: A transcript(s) should be accompanied by the grading system adopted by the issuing or concerned institution. The transcript(s) should describe the correspondence between number grades and letter grades (A, B, C) and other grades rules;

- 6) Certificates of English and Japanese proficiency;
- a) Documents certifying English Language Proficiency; an official score report of TOEFL (Test of English as a Foreign Language), IELTS (International English Language Testing System), or TOEIC (Test of English for International Communication). Score reports must be sent directly from the institution providing the testing service to the Graduate School.

Notes:

- i) In principle, we cannot accept institutional TOEFL program (TOEFL-ITP) score results. If submitted, such a score result must be accompanied by a statement of the reason why an official score report is not available.
- ii) In the event that TOEFL etc. is either not available or not practicable in the applicant's jurisdiction, the Law Faculty may offer an alternative test to satisfy this requirement. Institutions intending to exercise this exception should contact the Law Faculty in advance of accepting applications.
- b) Japanese Language Proficiency Test score sheets or equivalent, if available (for reference only);
- 7) A letter of recommendation on prescribed Form No.3, issued from the university of affiliation's president or dean (addressed to the President of Nagoya University);
- 8) Three photographs (4.5cm × 3.5cm in size) taken within the past six months with the applicant's name and nationality written on the back, one of which should be pasted on the application form;
- 9) A list of theses, articles or any books the applicant has published, if any, providing the title, date of publication, name of publisher and a summary for each item;
- 10) An original certificate of citizenship, nationality or enlistment on family registers: in case of a copy of the certificate, it should be officially certified by a concerned public agency;

Note: A copy of passport cannot be recognized as the official certificate.

- 11) Health Certificate (Form No.4) based on a medical examination within the past six months.

Related notes:

- 1) Submitted documents will not be returned.
- 2) Incomplete and late applications will not be considered. After applications are filed, changes in submitted documents will not be permitted. In addition, we will not accept applications unless all documents for application are sent by registered airmail (EMS, UPS, FedEx or DHL). Applications via facsimiles or e-mail are not acceptable.
- 3) A false statement, misrepresentation or omission provided by the applicant in applications may be the basis for denial of admission or dismissal from the Graduate School.

4. Screening Process and Notification

- 1) Screening by the Nagoya University Graduate School of Law and notification:***

The screening process consists of two parts; in the primary screening and the secondary screening.

In the primary screening, candidates are shortlisted based on submitted application documents. Applicants on the short list will be contacted for interviews as secondary screening through partner institutions or via personal e-mail. Interviews will be conducted by the faculty members of the Graduate School. The interview will be arranged to be held February 2015 in his/her home or other country or via video conference system such as Skype.

The secondary screening results will be notified to applicants by the end of April 2015.

2) Monbukagakusho (MEXT) Decision and notification:

MEXT will make an official decision on the Scholarship applications, based on the screening by the Graduate School. The decision made by MEXT will be notified to the candidates respectively by July 2015 via the GSL admission office. Successful candidates will obtain the status of regular master students of Nagoya University.

5. Notice to Withdraw

Since there are limited spaces for the MEXT Scholarship, anyone wishing to withdraw their application for any reason must submit the Notice to Withdraw (Form No.5) no later than March 13, 2015. Failure to submit the notice by this date will prevent the student from applying in the future.

6. Enrollment Procedures

Detailed information regarding enrollment registration procedures will be sent to the candidates in July 2015. Candidates must register for enrollment during the designated period, tentatively scheduled from September 24 through October 2, 2015, at the Student Affairs Section of the GSL Administrative Office.
Note: A candidate's status will be suspended by MEXT in case of failure to register by the designated dates.

Required Fees:

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The fees for enrollment-~~registration~~ for academic year 2015 are as follows (in Japanese yen):

Examination fee: 30,000 yen, Entrance fee: 282,000 yen, tuition fee: 267,900 yen per semester* (yearly tuition fee is 535,800 yen)

Note: MEXT Scholarship Grantees are totally exempted from payments of examination fee, entrance fee, and tuition fee.

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

7. Treatment of Information on Individuals

- 1) All personal information submitted to Nagoya University is managed compliance with the “Act on the Protection of Personal Information Held by Independent Administrative Agencies*” and the “Management of Nagoya University Students’ Personal Information.”

*Act on the Protection of Personal Information Held by Independent Administrative Agencies, *available at* http://www.japaneselawtranslation.go.jp/law/detail_main?id=130

- 2) Personal information related to the applicant, such as a name, address, date of birth, etc., will be used only for purpose of admissions, announcement of results, and enrollment procedures.
- 3) The purpose enumerated under 2) above include, but are not limited to, the use of personal information related to the applicant and admission evaluation results for the purpose of improving future selection procedures. Furthermore, the personal details of applicants admitted to Nagoya University will be used for: (i) academic affairs (student registration, academic advising, etc.), (ii) student welfare services (health care, career services, tuition exemption, scholarship applications, etc.), and (iii) tuition fees payment.

8. 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.

Website URL: <http://law.nagoya-u.ac.jp/en/>

9. Contacts

Inquiries:

GSL Admission Office
Graduate School of Law, Nagoya University
Fax: +81[Japan]-(0)52-789-4921
Tel: +81[Japan]-(0)52-789-4910
Email: kyomu@law.nagoya-u.ac.jp

All documents required for applications should be submitted to:

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

Requirements and information related to application for MEXT Scholarship (for reference only)

The requirements are listed here, based on the *previous* year's application process. As the requirements for the *current* application cycle have not yet been released by MEXT, and may change, please refer to the 2015 MEXT Scholarship Application announced on the MEXT website around November 2014 before applying to confirm the current application requirements.

1. Requirements to MEXT Scholarship Program:

- 1) Applicants must be less than 35 years of age, as of April 2014 (born after April 2, 1980).
- 2) Military personnel on the active list or military civilian employees are ineligible.
- 3) In case that a grantee of a MEXT Scholarship fails to arrive in Japan within the stipulated period of time, travel expenses to Japan and arrival allowance for initial location expenses will not be provided.
- 4) Those already receiving financial support from institutions other than the Japanese Government (including the government of their home country) are ineligible for a MEXT Scholarship. Applicants who expect to receive scholarships from other governments or private foundations must consult the GSL Admission Office (contact details on p.6) in advance of their application.
- 5) Applicants who were awarded a MEXT Scholarship in the past should only be recommended if they have had three or more years' research or teaching experience after returning to their home country. However, those who obtained a MEXT Scholarship categorized as the "Training Course in Japanese Language & Culture" may apply for admission to this scholarship program within three years, provided that they have completed their undergraduate studies.
- 6) Those who have submitted applications for a MEXT Scholarship categorized as University Recommendation to other institutions in Japan, a simultaneous MEXT Scholarship categorized as Embassy Recommendation or the Short-term Exchange Program Scholarship provided by the Japan Student Services Organization (JASSO) are ineligible for this application. Note should be taken that the detection of multiple applications for the same scholarship, as well as combined applications for the above scholarships will result in the termination of offers of admission.

2. Additional requirements:

- 1) Applicants must have a minimum GPA of 2.30 from the last two years on the evaluation scale described below and are expected to keep the GPA of 2.30 during the period of grant of the MEXT (Ministry of Education, Culture, Sports, Science and Technology) Scholarship.

[GPA Formula]:

$$\frac{([No.ofGP3 Credits] \times 3) + ([No.ofGP2 Credits] \times 2) + ([No.ofGP1 Credits] \times 1) + ([No.ofGP0 Credits] \times 0)}{\text{Total number of registered credits}}$$

	Grade				
	GP3	GP3	GP2	GP1	GP0
4-level rating		Excellent	Good	Average	Fail
4-level rating		A	B	C	F
4-level rating		100-80	79-70	69-60	59
	S	A	B	C	F
5-level rating	A	B	C	D	F
5-level rating	100-90	89-80	79-70	69-60	59
Grade Points(GP)	3	3	2	1	0

*No.=Number/*GP=Grade Point

Note:

- If applicants have taken courses that are not part of the credit system, replace the number of credits in the GPA formula with the number of courses taken.
 - Grades of “Pass” or/ and “Accreditation” which have no grade points are not included into GPA calculation.
 - When calculating GPA, truncate a number to two decimal places. Eg. 2.657 will be 2.65.
- 2) Arrival in Japan:
Applicants are required to leave for and arrive in Japan on the date appointed by Nagoya University in late September or early October in 2015.
Note: Any person who is unable to travel to Japan within the dates set by Nagoya University.

- 3) Obtaining Visa: Selected Applicants must obtain a “College Student” visa prior to their arrival in Japan. Applicants who are already residing in Japan under a visa status other than a “College Student” are required to change it to the “College Student” by the end of the month preceding the start of the scholarship. Please note that applicants who change their visa status to any status other than a “College Student” after their arrival in Japan will immediately lose their position as a MEXT scholarship student.

3. Period of MEXT Grant

LL.M. (Comparative Law) Program: Two years from October 2015

LL.D. (Comparative Program): Three years from October 2015

Note:

- Successful scholarship recipients will receive the first stipend at the end of Oct. 2015.

- b) If a scholarship recipient through this program desires to proceed to the LL.D (Comparative Law) Program from the LL.M. (Comparative Law) Program, he/she needs to obtain a successful result in the LL.D. (Comparative Law) Program to be a candidate for scholarship extension to MEXT.
- c) A current scholarship recipient through this program at Nagoya University will not be able to proceed to other University in Japan as a MEXT Scholarship recipient.

4. Allowance, Travel expenses and Tuition fees

1) Allowance:

MA Program: 147,000 yen per month in the last year of 2014 (reference)

Doctoral Program: 148,000 yen per month in the last year of 2014 (reference)

Note:

- a) The amount of each allowance is subject to change depending on the annual budget of each year.
- b) In case that the grantee is long absent from the university, the scholarship will be cancelled.
- c) Scholarship will be cancelled for a grantee in the following cases:
 - (1) Any of his/her application documents is found to be falsely stated;
 - (2) He/she is in breach of his/her pledge made to the Minister of MEXT;
 - (3) He/she is subjected to disciplinary action, such as expulsion or removal from register, taken by Nagoya University.
 - (4) When it becomes definitive that the grantee will not be able to complete his/her course within the standard course term because of his/her poor academic achievement or suspension;
 - (5) He/she leaves Nagoya University or transfers to other graduate school.
 - (6) His/her visa status of “College Student” as defined in Paragraph 1-4 of Appendix to the Immigration Control and Refugee Recognition Act changes to any other status;
 - (7) He/she is provided with another scholarship (except for a fellowship designated for research expenses).
 - (8) He/she who is a grantee at the master program proceeds to the doctoral program without an approval of the extension of the scholarship by MEXT.

2) Travel expenses:

- a) Transportation to Japan: The grantee will be provided with an economy class air ticket from the international airport nearest to his/her home address to the international airport nearest to Nagoya University. Tickets from any country other than the grantee’s nationality will not be provided. The grantee him/herself is responsible for the expenses such as inland transportation from his/her place of residence to the nearest international airport, airport tax, airport usage charges, special taxes on overseas travel, travel expenses within Japan and insurance premiums for travel to Japan.
- b) Transportation from Japan: The grantee who returns to his/her home country within the fixed period after the expiration of the scholarship will be supplied, upon application, with an economy class air ticket from the international airport nearest to Nagoya University to the international airport nearest

to his/her home address. The final destination must be an airport of the country of his/her nationality. Insurance premiums for travel to/from Japan shall be borne by the grantee.

3) School fees: Fees for matriculation and tuition will be exempted.