

Graduate School of Law, Tohoku University 2020
Application Requirements for the Doctoral Programme (October)
(Cross-National Doctoral Course)

The Graduate School of Law at Tohoku University has collaborated with Ecole Normale Supérieure de Lyon (ENS-Lyon), University Lumière Lyon 2, the University of Sheffield's School of East Asian Studies, the Department of Political Science at Tsinghua University, the School of Law at Tsinghua University, the Institute of Law at the Chinese Academy of Social Sciences (CASS), the Department of Political Science and International Studies at Yonsei University, the College of Law at National Taiwan University, the Department of Political Science at National Taiwan University, the Faculty of Philosophy at Heidelberg University, the Department of Political Science at National Chengchi University, Institut national des langues et civilisations orientales (Inalco), and the Faculty of Social and Political Sciences at Universitas Padjadjaran (hereafter "Home Institutions") and decided to offer a Cross-National Doctoral Course in fields related to law and political science (including humanities and social sciences).

1. Number of Students to be accepted

We will admit up to 10 qualified applicants each year in total from the Home Institutions.

2. Eligibility

Applicants must satisfy all of the following requirements.

(1) Those who are registered, or are expected to be registered, as PhD students at one of the Home Institutions by October, 2020.

(2) Those who have passed the preliminary requirements set forth by the Home Institutions at which he or she is registered or plans to be registered at the Home Institution and are agreed upon as candidates for making an application to the Graduate School of Law, Tohoku University.

* Pertaining to (2), please make inquiries regarding the preliminary requirements to the person in charge at each Home Institution

3. Application Period

2nd December (Mon), 2019 – 6th January (Mon), 2020

All required documents must be received by the School of Law Office by 6th January (Mon), 2020 deadline.

Applications received after the deadline will not be considered.

Applications sent by post will be accepted during the above application period.

Applications hand-delivered directly to the School of Law Office will be accepted during its business hours (from 9:00 to 12:45 and from 13:45 to 16:45, except Saturdays, Sundays, national holidays and the year-end and New Year holidays (December 28, 2019 – January 5, 2020).

4. Application Procedure

Applicants should prepare and submit to the Student Affairs Section of School of Law the following documents.

	Documents to be submitted	Details
①	Application for Admission and CV	Use the forms specified by the School of Law. The forms can be downloaded from the following website: http://www.law.tohoku.ac.jp/english/graduate/entrance_examination/application/
②	Master thesis [(in case there is no master thesis, other equivalent piece of written work)] (4 copies)	If you have written a master thesis, its submission is required. In case there is no master thesis, other equivalent piece of written work shall be accepted. If the Master thesis or other equivalent piece of written work to be submitted is written in a language other than English or Japanese, the full paper in the original language must be accompanied by an abstract written in either English or Japanese (approximately 4,000 words in English or 10,000 characters in Japanese, on A4 paper).
③	List of past research and publications (4 copies)	In any format, on A4 paper. The list must be written in English or Japanese.
④	Research proposal (4 copies)	The Research proposal must be written in English or Japanese. Use the forms specified by the School of Law. The forms can be downloaded from the following website: http://www.law.tohoku.ac.jp/english/graduate/entrance_examination/application/
⑤	Student Registration Certificate (or certificate of expected registration) from the Home Institutions	The certificate must be written in English or Japanese. Use the form specified by the School of Law. An official seal of the Home Institution is required on the form.
⑥	Recommendation letter from the student's supervisor or prospective supervisor at one of the Home Institutions	The letter must be written in English or Japanese. Supervisor's or prospective supervisor's signature is required.
⑦	Certificate of Master degree (or certificate of expected Master degree)	The certificate must be written in English or Japanese. Use the form specified by the School of Law. An official seal of the Home Institution is required on the form.
⑧	EMS label	EMS Labels will be provided by the School of Law. *These labels will be used to send applicants their notification of first selection results. Applicant should enter his/her name, address and phone number in the label's destination box. Should an applicant change addresses after applying to the Programme, the applicant should notify the Student Affairs Section of the School of Law immediately.

* Applicants who need assistance or other consideration in taking the entrance examination or completing the course of study should contact the School of Law Office of Student Affairs Section. Applicants will not be discriminated against based on such inquiries made to the School of Law.
Inquiries should be made by 9th December (Mon), 2019.

5. Selection Process

Selection will be determined by the following process.

First Selection: Screening

Final Selection: Interview

* Each successful applicant of the (1) Screening will be informed of the time and place of the (2) Interview.

* Tohoku University Graduate School of Law cannot accept any inquiries regarding the selection results including documentary screenings.

6. Notification of Results

Notification of First Selection Results: Around 11:00 a.m., 23th March (Mon), 2020

Notification of Final Selection Results: Around 11:00 a.m., 22th May (Fri), 2020

All applicants will be notified of the selection results by post. The results will also be posted on the website of the School of Law (<http://www.law.tohoku.ac.jp/english/>). Please note that notices of results will be sent on the days of results notification, and it will take some days for delivery.

7. Status and Research Activities as Registered Students of Tohoku University's Graduate School of Law

(1) Graduate students accepted to the Cross-National Doctoral Course will become registered doctoral programme students of the Graduate School of Law at Tohoku University and their Home Institution. While registered at Tohoku University's Graduate School of Law, students are required to spend a minimum of one year at the institution and to conduct research during that time.

(2) Graduate students on the Cross-National Doctoral Course will submit their dissertations to the Graduate School of Law at Tohoku and their Home Institution. By successfully defending their dissertations, students will receive a double doctoral degree from the two institutions. The awarding of a doctoral degree from Tohoku University's Graduate School of Law will be in accordance with the Graduate School of Law's regulations.

(3) Graduate students on the Cross-National Doctoral Course will conduct research under the joint supervision of supervisors from Tohoku University's Graduate School of Law and their overseas home institution from the time of enrollment at Tohoku University until they receive their doctoral degrees.

8. Expenses and Financial Support for Research

(1) Students applying to and enrolling in the Cross-National Doctoral Course will be exempt from the admission, matriculation, and tuition fees of Tohoku University.

(2) Travel fees to Japan, living expenses including utilities and rent, insurance, and other expenses will be the student's responsibility.

(3) Those who are in the Cross-National Doctoral Course will be employed as Research Assistants or Fellows for one academic year from October 2020. By assisting at research workshops and with tasks such as translation, Research Assistants or Fellows may receive a monthly salary of around 130,000 yen (subject to taxation). In addition, they may be eligible for an annual research grant of up to 100,000 yen to facilitate their research activities. Please note that salary and research grant amounts are subject to change.

9. Additional Information

(1) Applications sent by post should be sent by registered mail with "School of Law Application (Cross-National Doctoral Course)" written in red, to:

School of Law, Tohoku University
27-1 Kawauchi, Aoba-ku,
Sendai, Miyagi 980-8576
Japan

(2) Those with inquiries regarding the application process or with requests for application materials by post should enclose a stamped and self-addressed envelope.

(3) Withdrawal and changes cannot be made to documents once submitted.

(4) Submitted documents will not be returned.

(5) Regarding personal information

1) The Graduate School of Law, Tohoku University handles personal information in strict compliance with regulations such as the "Act on the Protection of Personal Information Held by Incorporated Administrative Agencies etc." and the "National University Corporation Tohoku University - Policy on the Protection of Personal Information", taking every precaution to protect personal information.

2) Personal information, such as examination scores, used to screen applicants will be used exclusively for educational purposes, such as selecting applicants, enrollment procedures, follow-up surveys, post-enrollment student support (scholarships, tuition waivers and health management etc.) and academic advising, or the purpose of tuition collection.

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