

***Important: Changes due to COVID-19 (Summer Exam Session)**
For inquiries or information, please email to the following address:
admission-fues●jmj.tmu.ac.jp (Please change the ● to at sign.)

2022年4月21日
東京都立大学都市環境科学研究科

東京都立大学大学院都市環境科学研究科入学試験(夏季入試)

新型コロナウイルス感染症に関する対応及び実施方針について(2022年4月21日現在)

2022年8月2日(火)及び3日(水)に予定されている大学院都市環境科学研究科入学試験は、新型コロナウイルス感染症の影響を考慮し、以下のとおり実施します。

1 基本方針

感染症対策を万全に行ったうえで、学生募集要項に記載のとおり、対面での試験(課程・学域により筆記試験及び面接)を実施します。ただし、試験場での混雑を回避するため、一部の学域で開始時間を遅らせます(詳細は別紙1を必ず参照のこと)。また、外国語(英語)試験については、別紙2のとおり変更します。

2 感染症対策

本研究科では、以下の感染症対策を実施します。

- (1) 全受験者にマスクの着用を義務付けます。
- (2) 受験者に、試験当日に自宅において検温を実施していただくとともに、咳の症状がないかのチェックを義務付けます。
- (3) 受験者に感染防止についての注意書きを配布します。
- (4) アルコール消毒液を試験会場に設置し、手指消毒を徹底します。
- (5) 試験会場の受験者の収容率を50%以下にします。
- (6) 座席の配置について、1メートル以上の間隔を確保します。
- (7) 建築基準法に定められた換気設備を常時稼働し、室内を換気します。併せて、試験会場のドアや窓を開放する等の換気を随時行います。
- (8) 試験監督者等は全員マスクを着用します。また、試験1週間前からの体温測定を義務付けます。
- (9) 受験者の体調不良に備えて、看護師を配置します。

3 新型コロナウイルス感染症等に罹患した場合について

新型コロナウイルス感染症を含む指定感染症に罹患し治癒していない場合は、本学の入学試験を受験することができませんので、ご注意ください。

試験日の2週間前(7月19日)以降に保健所等から濃厚接触者に該当するとされた方は、電話にて本学にご連絡ください。あらかじめ(原則、前日までに)PCR等検査の結果をご提出いただきます。(検査の結果が陰性であり、かつ受験当日も無症状であることが確認できる場合のみ、受験を認めます。)

また、咳や発熱の症状があり、試験当日37.5度以上の熱がある方は受験をお控えください。なお、追試験の実施及び入学考査料の返還等の特別措置は予定しておりませんので、体調管理に努めてください。

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4 開始時間の変更について

以下の学域について、試験場での混雑回避のため、開始時間を遅らせます。変更後の時程については、別紙1を参照してください。

- ・地理環境学域 (博士前期課程・博士後期課程)
- ・都市政策科学域 (博士前期課程・博士後期課程)

5 外国語(英語)試験について

新型コロナウイルス感染症の影響に伴い、別紙2のとおり特別措置を行います。

6 合格発表方法の変更について

東京都立大学大学院 都市環境科学研究科ウェブサイトのみとします。

※都市環境学部事務室前の掲示はいたしませんのでご注意ください。

7 緊急事態宣言の発出、東京都からの休業要請等により対面での試験が不可能となった場合の対応について

以下のとおり日程及び実施方法を変更して入学試験を行います。

(1) 日程

以下の予備日に、実施します。

8月15日(月)及び16日(火)

(2) 実施方法

原則として、オンラインによる面接(口答試験含む)に変更します。詳細は、変更の決定後に改めてお知らせします。

(3) オンライン試験を実施する場合の注意事項

Zoom(Ver.5.0以上)を用います。オンライン試験に必要なパソコン、タブレット、カメラ、マイクは受験者自身で準備してください。

なお、実施方法等変更の有無にかかわらず、出願時に、募集要項に挟み込みの「連絡先等登録について」を出願書類に添えて提出した上で、指定のフォームに入力をお願いします。

(4) 周知について

やむを得ずオンライン試験に切り替える場合には、原則、ウェブサイトで周知いたしますので、随時確認してください。なお、緊急の場合には(3)により登録していただいた連絡先に連絡することもありますので、ご承知おきください。

<博士前期課程・学域別試験日程>

※地理環境学域、都市政策科学域は、夏季入試の試験時間を以下のとおり変更します。都市基盤環境学域、建築学域、環境応用化学域、観光科学域は募集要項どおりの時程で行います。

地理環境学域

日 程	試 験 科 目	試 験 時 間
8月 2日(火)	外国語（英語）	9:00～10:30 10:00～11:30
	専 門 科 目	11:00～12:30 12:30～14:00
8月 3日(水)	面接（口頭試問を含む）	9:00～ 10:00～

都市政策科学域

日 程	試 験 科 目		試 験 時 間
8月2日(火)	筆答試問	小論文	9:00～11:00 10:00～12:00
		専門科目	12:30～14:30 13:30～15:30
8月3日(水)	面接（口頭試問を含む）		13:00～ 14:00～

<博士後期課程・学域別試験日程>

※地理環境学域、都市政策科学域は、夏季入試の試験時間を以下のとおり変更します。都市基盤環境学域、建築学域、環境応用化学域、観光科学域は募集要項どおりの時程で行います。

地理環境学域

試験日程	試験科目	試験時間
8月2日(火)	外国語(英語)	9:00~10:30 10:00~11:30
8月3日(水)	面接(口頭試問を含む)	9:00~ 10:00~

都市政策科学域

試験日程	試験科目	試験時間
8月3日(水)	専門科目	9:00~10:30 10:00~11:30
	面接(口頭試問を含む)	11:30~ 12:30~

**東京都立大学大学院都市環境科学研究科入学試験(夏季入試)
新型コロナウイルス感染症拡大に関する外国語(英語)の試験について**

新型コロナウイルス感染症拡大の影響に伴い、本夏季入試の外国語（英語）の試験について、募集要項の記載に関わらず、以下のとおり特別措置を行います。

※地理環境学域・都市基盤環境学域・建築学域・環境応用化学域・観光科学域は、募集要項に記載のとおりです。

学域	特別措置の内容
都市政策科学域 (博士前期課程・ 博士後期課程)	<p>スコア等の提出可能な外部英語試験の対象は、募集要項に記載のとおり、TOEFL・TOEIC・IELTSのみとしますが、2018年8月以降のスコアを有効とします。</p> <p>(1) TOEFLのスコアを提出する場合</p> <ul style="list-style-type: none"> ・TOEFL-iBTのスコアが有効。ただし、TOEFL-iBT Home Editionは不可。 ・TOEFL-ITP(団体テスト)は不可。 <p>(2) TOEICのスコアを提出する場合</p> <ul style="list-style-type: none"> ・TOEIC Listening & Reading 公開テストを対象とし、TOEIC IP テスト(団体テスト)は認める。 ・TOEIC Speaking & Writing Tests、TOEIC Speaking Test、TOEIC Writing Test、TOEIC Bridge Test は不可。 <p>(3) IELTSのスコアを提出する場合</p> <ul style="list-style-type: none"> ・IELTS [Academic Module]のスコアが有効。 ・IELTS [General Training Module]は不可。

★外部英語試験のスコアの提出について<都市政策科学域>

●出願時、入学願書の「試験種別」の欄に、提出予定の資格・検定試験の種類を記載してください。

<提出方法>

(TOEFL iBT 以外)

スコアの原本を、最初の試験科目開始直前に、提出してください。複写をとらせていただいた上で返却します。

(TOEFL iBT)

以下の 2 点を提出してください。

① TOEFL 実施機関 (ETS) から本人宛てに送付された“Test Taker Score Report” (郵送による受験者用控スコアレポート) の写し

最初の試験科目開始直前に、提出してください。

※“Test Taker Score Report” (郵送による受験者用控スコアレポート) は、1 通分受験料に含まれていますが、オンラインでのテスト申込み時に My Home Page のスコア通知設定 (Score Reporting Preference) ページで「オンライン上でのスコアレポートと郵送されたコピー」を選択しないと発行、送付されません。(2022 年 4 月現在)

② TOEFL 実施機関 (ETS) から本学あてに直送された“Official Score Report”

TOEFL 実施機関 (ETS) に Official Score Report を請求し、**各学域の試験初日の前日**までに本学へ届くよう手続きをしてください。(東京都立大学のコード番号は「7169」。) 本学にて、オンラインで点数を確認します (郵送の申請を行わなかった場合は、点数が確認できません)。**点数が確認できなかった場合には、外国語(英語)を受験しなかったものとみなします。**

Official Score Report が本学に到着するまで、申請から 2 か月以上かかる場合もあるため、余裕を持って手続きをしてください。手続方法等については、実施機関のウェブサイト等で必ず確認してください。

Academic Year 2023 Admission
Tokyo Metropolitan University

Graduate School of Urban Environmental Sciences
[Master's Course]

April Admission Application Guidelines (Date of Admission: April 1, 2023)

<Summer and Winter Exam Sessions>

- Department of Geography
- Department of Civil and Environmental Engineering
- Department of Architecture and Building Engineering
- Department of Applied Chemistry for Environment
- Department of Tourism Science
- Department of Urban Science and Policy



TOKYO
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Information on the Application Guidelines is subject to change due to the spread of the COVID-19 (Novel Coronavirus). Please confirm the latest information on the website of Tokyo Metropolitan University and the Graduate School of Urban Environmental Sciences regularly.

Tokyo Metropolitan University
Information on Admission



Please refer to the News and Events on
Graduate School Admission.
<https://www.tmu.ac.jp/entrance.html>

Faculty of Urban Environmental Sciences



Please refer to the News and Events.
<https://www.ues.tmu.ac.jp/>

Please see the TMU website for the Graduate School and Faculty of Urban Environmental Sciences admission policy (Japanese site only) .

Tokyo Metropolitan University Website>>Top>>ADMISSION>>Graduate Entrance Examination
>>Admission Policies>> Graduate School and Faculty of Urban Environmental Sciences
https://www.tmu.ac.jp/entrance/graduate/admission_policy/ues.html

1 Entrance Examination Schedule

Exams are held on dates designated by each department during the two periods below:

Summer Exam Session: August 2 (Tue.) to August 3 (Wed.), 2022

<Spare date in case of emergency: August 15 (Mon.), August 16 (Tue.), 2022>

Winter Exam Session: February 9 (Thurs.) to February 10 (Fri.), 2023

<Spare date in case of emergency: February 14 (Tue.), 2023>

Make sure to review pages 17–25 for details on the dates, time, and other details of the exams each department conducts.

2 Admission Quota

Department	Quota	Summer Exam	Winter Exam	Admission Details
Department of Geography	15	✓	✓	<ul style="list-style-type: none"> The number of admission slots for the winter exam will be around 10-20% of the total admission quota. Applicants who are currently enrolled in TMU may be able to take advantage of the written exam exemption system. *(2)
Department of Civil and Environmental Engineering	35	✓	✓	<ul style="list-style-type: none"> There will only be a few admission slots for the winter exam. Applicants may be able to take advantage of the written exam exemption system. *(2)
Department of Architecture and Building Engineering	35	✓	△	<ul style="list-style-type: none"> A winter exam may be conducted in the event that the number of expected enrollees through the summer exam does not reach the admission quota. Applicants who are currently enrolled in TMU may be able to take advantage of the written exam exemption system. *(2)
Department of Applied Chemistry for Environment	50	✓	✓	<ul style="list-style-type: none"> There will only be a few admission slots for the winter exam. Applicants may be able to take advantage of the written exam exemption system. *(2)
Department of Tourism Science	15	✓	✓	<ul style="list-style-type: none"> The number of admission slots for the winter exam will be around 10-20% of the total admission quota. Applicants who are currently enrolled in TMU may be able to take advantage of the written exam exemption system. *(2)
Department of Urban Science and Policy	15	<ul style="list-style-type: none"> ✓ Including Special Selection for working adults *(3) 	<ul style="list-style-type: none"> ✓ Including Special Selection for working adults *(3) 	<ul style="list-style-type: none"> There will only be a few admission slots for the winter exam. Applicants may be able to take advantage of the written exam exemption system. *(2)

Key: ✓ indicates that the exam will be conducted. △ indicates that an exam may be conducted. (Please refer to the Exam Details for the department in question.)

(Notes)

- (1) The Graduate School of Urban Environmental Sciences does not accept multiple applications to our departments from a single applicant.
- (2) Please contact the respective departments for details on exemptions to the written exam.
- (3) See page 24 for information for Applicants to the Department of Urban Science and Policy Special Selection for Working Adults.
- (4) A separate application guide is provided for October admission.

3 Supervisors and Research Fields

(1) Faculty marked with: ● will retire at the end of AY2022 / ★ will retire at the end of AY2023/ ◎ will retire at the end of AY2024/ ☆ will retire at the end of AY2025. In principal, we do not recruit students for the supervisor marked with ●.

(2) The codes on the far-right column (101, 102, etc.) are the numbers you put in the “Desired Field” section of your application form.

	Field	Supervisor	Research Contents	Code
Department of Geography	Geomorphology and Quaternary Geology	Professor Takehiko SUZUKI Associate Professor Masaaki SHIRAI	Geomorphology, Quaternary Sciences, Volcanology, Tephrochronology, Seismotectonics, Sedimentology	101
	Climatology	Professor Jun MATSUMOTO● Professor Hideo TAKAHASHI◎	Climate Changes, Urban Climatology, Monsoon Climatology, Climatic Environment	102
	Environmental Geography	Professor Masayuki KAWAHIGASHI Professor Keiichiro YOSHIDA	Soil Geography, Geoecological Environment Sciences, Material Cycling in Agricultural and Forest Ecosystems, Environmental Dynamics Analysis, Environmental Conservation and Remediation, Vegetation Science, Biogeography, Interaction and Interdependence between Nature and Human Activities	103
	Geographical Information Sciences	Professor Hiroshi MATSUYAMA	Analysis on Natural Environment Using GIS, Modeling Related to Mathematical Geography, Remote Sensing	104
	Urban and Human Geography	Professor Yoshiki WAKABAYASHI★ Associate Professor Akihiro TAKINAMI Associate Professor Naoto YABE	Quantitative Geography, Social Geography, Economic Geography, Urban Geography, Behavioral Geography, Cultural Geography, Geographic Information Sciences (GIS)	105

	Field	Supervisor	Research Contents	Code
Department of Civil and Environmental Engineering	Infrastructure	Professor Hiroyuki ONEYAMA	Traffic Engineering, Transportation Planning, Transportation Environmental Analysis, Traffic Simulation, Transportation Network Analysis	201
		Professor Jun MURAKOSHI	Bridge Engineering, Structural Engineering, Rationalized Bridge Design, Load Rating, Durability Evaluation and Repair/Strengthening of Existing Bridges	202
		Associate Professor Tomoki ISHIKURA	Infrastructure Policy, National and Regional Planning, Macroeconomic Dynamics, Spatial Economics, Computable General Equilibrium Analysis	203
		Associate Professor Hitoshi NAKAMURA	Structural Engineering, Bridge Engineering, Structural Characteristics of Cable-Supported Bridges, Application of Advanced Composite Materials for Infrastructures, Repair and Strengthening of Existing Structures	204
	Environmental Systems	Professor Katsuhide YOKOYAMA	Environmental Hydraulics, Sediment Transport and Water Environment in a Reservoir, a River, and an Estuary	205
		Professor Yoshiyuki IMAMURA	Flood Risk Management, Water Resources Management, International Water/Disaster Risk Policy, River Basin Management, Urban Flood	206
		Associate Professor Yasuhiro ARAI	Water Supply Engineering, Environmental Engineering, Municipal Solid Waste Management Planning, Optimization Model	207
		Associate Professor Hiroshi SAKAI	Water Treatment Technologies for Water Supply, Wastewater, Water Quality Conservation and Waterbody Management	208
		Associate Professor Tetsuya SHINTANI	Coastal and Ocean Engineering, Computational Fluid Dynamics, Visualization Measurement, and Stratified Flow Dynamics	209
	Safety and Disaster Prevention	Professor Nobuharu ISAGO	Tunnel Engineering, Underground Space Engineering, Design Method and Maintenance Method for Tunnel Structure and Attached Facilities	210
		Professor Yoshiya ODA	Exploration Geophysics, Engineering Seismology, Earthquake and Volcano Disaster Prevention	211
		Associate Professor Mitsutoshi YOSHIMINE	Soil Mechanics, Laboratory and Field Tests of Geomaterials, Soil Liquefaction, Stability of Slopes and Embankments, Soil Dynamics, Transportation and Sedimentation of Debris	212
		Associate Professor Atsushi UENO	Concrete Engineering and Materials Science, Environmental Consideration of Concrete and Concrete Making Materials, Evaluation of Properties of Concrete Making Materials	213
		Associate Professor Kentaro OHNO	Maintenance of Concrete Structures, Non-destructive Evaluation, Inspection and Diagnosis for Concrete Structures, Failure Mechanisms in Concrete	214

	Field	Supervisor	Research Contents	Code	
Department of Architecture and Building Engineering	Basic Research Course	Architectural Planning / City Planning	Professor Tohru YOSHIKAWA	Quantitative Urban Analysis, Land Use Planning, Optimum Location of Public Facilities, Urban Spatial Analysis	301
			Professor Kenji TAKEMIYA	Community Facility Planning, Elder Care Facilities, Living Support Facilities, Environmental Behavior Studies	302
			Professor Motoki TORIUMI	Urban Planning in France, History of cities in France, Landscape architecture in France	303
		Architectural Design and History	Professor Masao KOIZUMI	Design Practice, Housing Planning, Architectural Design, Design Methodology	304
			Associate Professor Yoshihiko ITO	History of Western Architecture	305
			Associate Professor Fuminori NOSAKU	Design Practice, Architectural Design, Architectural and Urban Compositional Study, Sustainable Design	306
		Building Production	Professor Yoshinori KITSUTAKA●	Building Materials, Construction, Recycle Material Design, Aging of Building, High Performance Concrete	307
			Professor Makoto TSUNODA◎	Management and Organization of the Building Process, Structure Planning, Renovation Methods, Durable Building System, Circulating System for Building	308
		Structural Engineering	Professor Kazuhiro KITAYAMA	Reinforced Concrete, Seismic Design, Earthquake Engineering, Seismic Retrofit	309
			Associate Professor Jiro TAKAGI	Structural Design, Steel Structures, Structural System Development	310
			Associate Professor Noriko TAKIYAMA	Timber Engineering, Dynamics of Structure, Regenerative Preservation of Built Environment	311
			Associate Professor Toshikazu KABEYASAWA	Tsunami Resistant Design, Reinforced Concrete, Foundation and Ground Interaction	312
		Architectural Environment and Building Services	Professor Akihiro NAGATA	Building Environmental Engineering, Environmental Architecture Systems, Thermal Environment Simulation	313
			Associate Professor Masayuki ICHINOSE	MEP (Mechanical, Electrical and Plumbing), Urban and Architectural Environment, MEP System Development and Commissioning	314
	Project Research Course	We will not set up this course in AY2023			

	Field	Supervisor	Research Contents	Code
Department of Applied Chemistry for Environment	Advanced Functional Materials	Professor Hiroyoshi KAWAKAMI	Polymer Separation Membrane, Polymer Electrolyte Membrane, Nanofiber Engineering, Supramolecular Catalyst Biomimetic, Biomaterials, Epigenetic Engineering, Cell Engineering, Highly order structure control, Physical properties control by external field, Ionic Organics as Functional Materials, Functional Metal Complexes, Polymer Energy Materials, Fuel Cells, Secondary Batteries	401
		Associate Professor Kiyoshi SATO		
		Associate Professor Masafumi YAMATO		
		Associate Professor Manabu TANAKA		
		Associate Professor Shoichiro ASAYAMA	Biomaterials, Drug Delivery Systems, Medical Polymer, Biomolecular Engineering, Biochemistry	402
	Advanced Material Design	Professor Yuji KUBO	Functional Supramolecular Polymers, Dyes for Energy Devices, Molecular Sensors, Functional Optical Materials, Dye-sensitized photocatalysis,	403
		Professor Wataru SETAKA	Molecular Machines, Topological Structural Chemistry, Main Group Element Materials, Nanosensing Molecules, Functional π -Electron Systems	404
	Energy Device Chemistry	Professor Kiyoshi KANAMURA ●	High-Performance Lithium Ion Batteries Utilizing Nanostructured Materials, Micro Fuel Cells, High-Efficiency Energy Storage Devices	—
		Professor Koichi KAJIHARA	Photo-Electroactive Ceramics, Glasses, and Inorganic-Organic Hybrids, Low Environmental Impact Synthesis of Inorganic Materials, High-efficiency Energy Conversion Through Inorganic Materials, Nanofabrication by Electrochemical Process, Filtration, Energy Devices, High Density Recording Media, Functional Optical Devices, Colloid and Interface	405
		Associate Professor Takashi TAKEI ●		
	Associate Professor Takashi YANAGISHITA			
	Molecular Material Science	Professor Shinsuke TAKAGI	Nano-structural Chemistry, Photochemistry, Renewable Energy, Artificial Light Harvesting System and Photosynthesis, Nano-functional dyes, Clay Minerals, Inorganic-organic Hybrids, Photochemical Processes, Computational Chemistry, Chemistry and Information Technologies in Education, Metal Nanoparticle Catalysts, Gold Clusters, Green Reaction Processes	406
		Professor Hiroshi TACHIBANA ◎		
Associate Professor Tamao ISHIDA				
Analytical Chemistry	Associate Professor Hizuru NAKAJIMA	Micro-Total Analysis System, Chemical Sensor, Biosensor, Chromatography, Capillary Electrophoresis, Atmospheric chemistry, Air Quality Measurement	407	
	Associate Professor Shungo KATO			
Sustainable Chemistry	Professor Tetsuya SHISHIDO	Solid acid and base catalysts (Elucidation of generation mechanism and application), Catalyst for energy conversion, Environmental catalyst, Development of highly-functional catalysts toward greener organic synthesis, Development of novel heterogeneous catalysts for environmentally-benign organic transformations	408	
	Associate Professor Hiroki MIURA			
	Professor Toshio SHUDO	Energy Engineering, Fuel Cells, Hydrogen Engine, HCCI Combustion, Alternative Fuels, Automotive Power Systems, Thermal Engineering	409	
Advanced Catalysis	Professor Fumiaki AMANO	Photocatalysts, Photoelectrodes, Electrocatalysts, Production of fuels and chemicals from renewable energies, Energy carriers	410	

	Field	Supervisor	Research Contents	Code	
Department of Tourism Science	Tourism Science	Professor Tetsuo SHIMIZU	Regional Planning Management; Community-based Development & Tourism, Urban and Agricultural Community Planning, Tourism Planning, Transport Studies, Infrastructure Planning, Urban and Regional Design, History of Architecture and City, Regional Management	501	
		Professor Susumu KAWAHARA			
		Associate Professor Yu OKAMURA			
		Professor Takaaki NIHEI			
		Professor Shinya NUMATA			
		Associate Professor Takeshi OSAWA			
	Tourism Science	Tourism Science	Professor Takaaki NIHEI	Environment Management; Rural Tourism and Rurality-based Tourism, Sustainable Rural System, Environmental Resource Utilization, Environmental Conservation, Human Geography, Environmental Education, Tropical Biology, Conservational Science, Protected Area Management, Biodiversity Information Science, Ecosystem Management	502
			Professor Shinya NUMATA		
			Associate Professor Takeshi OSAWA		
			Professor Katsuya HIHARA		
			Professor Kenro AIHARA		
			Associate Professor Yohei KURATA		
Tourism Science	Tourism Science	Associate Professor Lingling WU	Behavior and Management Science; Tourism Policy Theory, Principles of Tourism Studies, Behavioral Science for Spatio-Temporal Analysis, Psychology in Tourism, Tourism Informatics, Tourism Economics	503	
		Professor Katsuya HIHARA			
		Professor Kenro AIHARA			
		Associate Professor Yohei KURATA			
		Associate Professor Lingling WU			
		Professor			

	Field	Supervisor	Research Contents	Code	
Department of Urban Science and Policy	Urban Planning and Analysis	Associate Professor Shu YAMAMURA	Industry and Urban Space, Industrial Area Design, Urban and Regional Planning, Planning Theory on Spatial Spheres, Knowledge-creating Industries	601	
		Professor Fumiko ITO	Urban/Regional Planning and Evaluation, Urban/Regional Analysis, Urban Environmental Psychology and Behavioral Analysis	602	
		Professor Shin AIBA	Urban Planning, Community Planning, Urban Design, Urban Planning Systems, Method of Designing Workshop	603	
		Professor Taro ICHIKO	Urban Planning, Disaster Research, Hazard Mitigation Planning, Emergency Management	604	
		Professor Chisato ASAH	Environmental Economics, Urban and Regional Economics, Program Evaluation, Evaluation Research, Cost-benefit Analysis, Evaluation of Infrastructure	605	
	Administrative, Financial and Legal Systems	Administrative, Financial and Legal Systems	Professor Mami OKU	Environmental Legal Policy, Urban Policy and Legal Affairs, Administrative Law, the Local Autonomy Act	606
			Professor Ken SHIRAIISHI	Law and Economics, Economic Criminal Law, Corporate Criminal Law, Behavioral Economics, Cognitive Psychology, Positive Psychology	607
			Associate Professor Akira KANEKO	Public Finance, Regional Finance, Public Economics	608
			Professor Nozomi MATSUI	Public Administration, Municipal Government and Administration, Bureaucratic Systems	609
			Associate Professor Motoki NAGANO	Public Administration, Local Government Studies, Local Governance, Performance Measurement in Local Governments, Comparative Local Government Studies	610
	Urban Community and Well-being	Urban Community and Well-being	Associate Professor Shigemi OHTSUKI	Urban Sociology, Regional and Community Studies, Social Stratification, Multicultural Coexistence, Quantitative and Qualitative Social Research	611
			Professor Yoko SUGIHARA	Health Sociology, Social Gerontology, Public Health, Elderly Well-being, Mental Health, Community Welfare	612
			Associate Professor Kahoruko YAMAMOTO	Urban Sociology, Regional and Community Studies, Inner Urban Areas, Qualitative Social Research	613

4 Application Qualification

Applicants must fall under one of the categories listed in “4 Application Qualification”.

Individuals of categories (9) and (10) listed in “4 Application Qualification” need to undergo an application qualification review before applying to any department (please refer to p.7 “5 Review of Application Qualification”).

- (1) Has graduated or is expected to graduate from a Japanese university by March 2023(*1)
- (2) Has received or is expected to receive a bachelor’s degree by March 31, 2023 (from the National Institution for Academic Degrees and Quality Enhancement of Higher Education [NIAD-QE]) in accordance with the provisions of Article 104, Paragraph 4 of the School Education Law (*2)
- (3) Has completed or is expected to complete sixteen years of school education in a foreign country by March 2023
- (4) Has completed or is expected to complete sixteen years of school education while in Japan by taking classes as part of a correspondence education program conducted by a school in a foreign country by March 2023
- (5) Has completed or is expected to complete a foreign university’s program at an institution in Japan that is recognized by the educational system of the said foreign country as having university courses (limited to those who have completed sixteen years of school education in the said foreign country) and is accredited by the Minister of Education, Culture, Sports, Science and Technology by March 2023(*3)
- (6) Individuals who have received a degree equivalent to a bachelor’s degree or are expected to receive one by March 2023 from a foreign university or a foreign school (limited to one that has been evaluated by an organization accredited by the government or a related governmental organization of the said country for the overall performance of its education and research activities or designated separately as so by the Japanese Minister of Education, Culture, Sports, Science, and Technology) upon completion of a three-year or longer course of study (including completion of an educational course of a foreign school through distant learning in Japan or an educational course of a foreign school positioned as an educational institution under the educational system of the said country and designated separately by the Japanese Minister of Education, Culture, Sports, Science, and Technology)
- (7) Has completed or is expected to complete an upper secondary course at a specialized training college (limited to courses that last at least four years and meet other standards set by the Minister of Education, Culture, Sports, Science and Technology) by March 2023
- (8) Individuals designated by the Minister of Education, Culture, Sports, Science and Technology (Ministry of Education Public Notice No. 5, 1953) (*4)
- (9) Individuals who will have been enrolled in a university for at least three years as of March 2023, or have completed fifteen years of school education in a foreign country; or who have completed the overseas university curriculum while in Japan within the school system of the country in question at educational institutions in Japan that has been recognized by the Minister of Education, Culture, Sports, Science and Technology (limited to curriculums regarded as the equivalent of completing fifteen years of school education in the said country) and acknowledged as having earned, with excellent academic performance, the academic credits determined in advance by the Faculty of this TMU graduate school (*5)
- (10) Individuals recognized via the individual assessment of admission qualifications conducted by this TMU graduate school (Graduate School of Urban Environmental Sciences) to have academic ability equivalent or superior to a university graduate and have reached twenty-two years of age (as of April 1, 2023) (*6)

*1...Universities as defined in Article 83 of the School Education Act of Japan

*2...A certificate of degree issued by NIAD-QE must be submitted during enrollment procedures.

*3...This refers to Temple University, Japan Campus graduates (or expected graduates), etc.

*4...This refers to graduates (or expected graduates) of the National Defense Academy of Japan, the National Fisheries University, the Japan Coast Guard Academy, the Meteorological College, and other similar schools.

*5...This refers to so-called advance admission. It does not apply to the individuals described in items (1) to (8) listed in this section (4 Application Qualification). This also applies to those who are qualified to apply as a prospective early graduating student and cannot submit a certificate of expected graduation at the time of application. These individuals must undergo their review of application qualification before formally applying.

*6...This refers to graduates of junior colleges, any National Institute of Technology and specialized training colleges as well as individuals who have completed programs at other educational facilities. These individuals must undergo their review of application qualification before formally applying.

However, individuals who have completed (or are scheduled to complete) an advanced course certified by NIAD-QE at a National Institute of Technology or junior college meets Application Qualification (2) above. As such, these individuals do not need to undergo a review before they apply.

5 Review of Application Qualification (if applicable)

Individuals in categories (9) and (10) listed in “4 Application Qualification” above need to undergo an application qualification review before applying to any department.

Further, individuals who wish to apply for the Department of Urban Science and Policy’s Special Selection for Working Adults exam may need to undergo a review of application qualification beforehand. Please review “Information for Applicants to the Department of Urban Science and Policy Special Selection for Working Adults” on p.24.

Please make sure to carefully note the document submission procedures and the submission period, since no documents will be accepted after the submission deadline.

(1) Documents to be submitted

Please submit the documents listed below for Review of Application Qualification. You will be notified of the results of the review by postal mail.

< Individuals to Whom “4 Application Qualification - (9)” (Advance Admission) Applies >

- a Review of Application Qualification Form (download the graduate school’s prescribed form from the website)
- b Statement of current courses (download the graduate school’s prescribed form from the website)
- c Academic transcripts (current as of the time of application)
- d A self-addressed envelope (23.5 cm × 12.0 cm) with ¥344 (The revised charges would cost in case of any revision of postal charges.) in postage affixed (including express mail charges). (The graduate school will use this envelope to mail the results of the screening back to you.)

Notes:

Qualifications for advance admission differ depending on the department. Please consult with the department you wish to enter before requesting a review of application qualification.

The review of application qualification for advance admission to the Department of Civil and Environmental Engineering is only conducted during the winter exam.

< Individuals to Whom “4 Application Qualification - (10)” Applies >

- a Resume (download the graduate school’s prescribed form from the website)
- b Certificate of graduation (or expected graduation) for highest level of education achieved
- c Academic transcripts for highest level of education achieved
- d Statement of purpose (download the graduate school’s prescribed form from the website)
- e A self-addressed envelope (23.5 cm × 12.0 cm) with ¥344 (The revised charges would cost in case of any revision of postal charges.) in postage affixed (including express mail charges). (The graduate school will use this envelope to mail the results of the Review back to you.)

(2) Submission Period

[Summer exam] **Friday, May 27 to Friday, June 3, 2022 (Must arrive by June 3)**

[Winter exam] **Tuesday, November 29 to Tuesday, December 6, 2022 (Must arrive by December 6)**

(3) Address for Submission

The Academic Affairs Office of Urban Environmental Sciences, Tokyo Metropolitan University

(1-1 Minami-Osawa, Hachioji-shi, Tokyo 192-0397)

Note: Send the documents as **registered express mail (*kakitome-sokutatsu*)** in an envelope (24.0 cm × 33.2 cm, which accepts unfolded A4-size sheets [“JIS *kaku-ni*” in Japanese]) clearly marked “Graduate School and Faculty of Urban Environmental Sciences Master’s Program, Request for the Review of Application Qualification (*1)” on the bottom half of the envelope’s front.

(*1) · · · State “9” if you are applying based on “4 Application Qualification - (9)” listed on the previous page.

State “10” if you are applying based on “4 Application Qualification - (10)” listed on the previous page.

(4) Prescribed Forms for Review of Application Qualification Requests

Please download the forms from the Graduate School of Urban Environmental Sciences website (https://www.ues.tmu.ac.jp/review_application.html).

If you want copies of the documents mailed to you, please send the following two items to the Academic Affairs Office of Urban Environmental Science:

- a A self-addressed envelope (23.5 cm × 12.0 cm) with ¥84 (The revised charges would cost in case of any revision of postal charges.) in postage affixed. (The graduate school will use this envelope to mail the forms back to you.)
- b A note clearly stating your contact information (cell phone number, email address, etc.) and the phrase “Request for Department of [Insert Desired Department Here] Master’s Program Review of Application Qualification Documents (*2).”

(*2)···State “9” if you are applying based on “4 Application Qualification - (9)” listed on the previous page.
State “10” if you are applying based on “4 Application Qualification - (10)” listed on the previous page.

6 Special Arrangements (if applicable)

If you need to make special arrangements related to a handicap during your exam or while attending the graduate school, you must declare your request for such arrangements in advance as detailed below.

(1) Declaration Period

[Summer exam] **Friday, May 27 to Friday, June 3, 2022 (Must arrive by June 3)**

[Winter exam] **Tuesday, November 29 to Tuesday, December 6, 2022 (Must arrive by December 6)**

(2) Request for a declaration form and submit:

The Academic Affairs Office of Urban Environmental Sciences, Tokyo Metropolitan University
(Tel: 042-677-1111, Ext: 4022, Email: admission-fues@jmj.tmu.ac.jp)

Please request a declaration form by phone or email. Requests for the form and declarations by phone are accepted on **weekdays from 10:00 a.m. to noon and from 2:00 to 5:00 p.m.**

Please note that you may ask questions and/or receive advice regarding this matter before the declaration period.

7 Application Procedures and Documents

You should discuss research topics and other matters with a supervisor in your desired field before going through the application procedures. The following application documents are required:

<Common to All Departments>

	Application Documents	Notes
Submitted by All Applicants	① Application form	<ul style="list-style-type: none"> •Use the graduate school’s prescribed form. •Please fill in the “Desired Field” section with the codes of your first and second choices (see “3 Supervisors and Research Fields” on p. 2-5). (Example: Department of Geography 101- 105)
	② Exam admission ticket, photo card, desk card	<ul style="list-style-type: none"> •Use the graduate school’s prescribed set of three forms. Do not separate these forms before submitting them. •Photographs should have been taken within three months of the submission of your application. They should be taken without any head coverings and include your face and upper body. (Size: 4 cm tall × 3 cm wide)
	③ Academic transcripts	<ul style="list-style-type: none"> •Official documentation issued by the president of your university or dean of your school •If supplied by a foreign school or institution in a language other than Japanese or English, please attach Japanese or English translation
	④ Certificate of graduation (or expected graduation)	
	⑤ Submit one of the following forms of proof of payment of the examination fee. a Proof of payment b Proof of bank transfer (Slip A) c Transaction result page *In the case of a or b, attach the proof of payment to a “Proof of payment of application screening fee before submitting it.	<p>The documents you must submit depend on how you choose to pay the examination fee.</p> <p>① After referring to p. 12 “9 Payment of Examination Fees” and “How to make the Payment for the Examination” (Supplementary materials), please make the payment by either online or via bank transfer by the deadline.</p> <p>② Please follow the instructions on p. 12 “9 Payment of Examination Fees” and submit either of these three items shown to the left: a. Certificate of payment, b. proof of bank transfer (Slip A), or c. transaction result page.</p> <p>* The application screening fee is 30,000 JPY. * Your application screening fee will not be refunded under any circumstances after your application has been received.</p>
	⑥ Envelope for sending exam admission ticket	Clearly write your postal code, address and name on the envelope prescribed by the graduate school with ¥344 (The revised charges would cost in case of any revision of postal charges.) in postage affixed (including express mail charges).

Submitted by All Applicants	⑦ Contact name and address sticker	This information will be used to contact/notify you regarding matters related to your admission documents, etc. Please provide an address at which you can reliably receive mail, writing clearly in print characters. If you change your address after submitting your application, promptly notify the Academic Affairs of Urban Environmental Sciences and complete the necessary procedures at the post office to have your mail forwarded.
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	Application Documents	Notes
Submitted by Foreign Nationals Only	⑧ Copy of your residence card etc.	This document must be submitted by foreign nationals only. Please submit the copy of your residence card (<u>both sides</u>). Please make sure it is valid at the time of application. If you do not have a fixed address in Japan at the time of application, you must submit a copy of your passport (the page with your personal information).
	⑨ Student Visa Support Form	Use the graduate school's prescribed form. This document is to be submitted by foreign nationals only—except for individuals with permanent residency. Please make certain to write your signature in the "Signature" field using a ballpoint or felt-tipped pen. (If you do not sign this form, your application documents will be considered incomplete.)
Submitted by Applicable Individuals Only	⑩ Degree (or degree expected) certificate (original only), or Applicant's Questionnaire for individuals in Application Qualification category (3) or (4)	If you fall under Application Qualification category (3), (4) or (6), please submit an original copy of your bachelor's degree (or certificate of expected completion) if available. However, if you are in Application Qualification category (3) or (4) but have not received a bachelor's degree or do not expect to receive one, please submit the Applicant's Questionnaire for individuals in Application Qualification category (3) or (4) (the graduate school's prescribed form).
	⑪ Copy of "certificate of permission to apply"	Individuals who have undergone a Review of Application Qualification and been issued a certificate of permission to apply should attach a copy of that certificate.
	⑫ Application for Long-Term Study/ Documents that prove long-term study is necessary	*If you want to apply for the long-term study system upon admission, please carefully read p. 15 "14 The Long-Term Study System" and "Long-Term Study System Overview" on the graduate school website (https://www.ues.tmu.ac.jp/en/admission_graduate.html) and submit the required documents. The application form can be downloaded from the aforementioned website. Please make sure to consult with the desired supervisor beforehand and get the signature on the form.

Japanese government (MEXT) scholarship students (embassy recommendation or domestic selection) currently enrolled at universities who wish to attend TMU's graduate school should submit proof of their status as a scholarship recipient. Further, any Japanese government (MEXT) scholarship students looking to pursue a higher degree (regardless of whether they do so at TMU or not) should check with their current university about the necessary procedures for requesting a scholarship extension.

<Department Specific> Only applicants to the department in question should submit these forms / documents.

Department Name	Application Documents	Notes
Department of Geography	Research plan form	Use the graduate school's prescribed form.
Department of Civil and Environmental Engineering	Statement of purpose form	Use the graduate school's prescribed form.
Department of Architecture and Building Engineering	Research plan form	Use the graduate school's prescribed form.
Department of Applied Chemistry for Environment	Statement of purpose form	Use the graduate school's prescribed form.
Department of Urban Science and Policy	Oral exam interview sheet	Use the graduate school's prescribed form.
	Research proposal	Use the graduate school's prescribed form.

[Notes]

- Any document listed as being the graduate school's prescribed form is included in this booklet.
- Fill in application documents, etc. only with a black ballpoint or felt-tip pen (i.e., no pencil, mechanical pencil or erasable ballpoint pen).
- You do not need to resubmit any of the application documents listed above already submitted to the graduate school as part of a request for Review of Application Qualification.
- Attach a Japanese translation to any documents issued by a foreign school or institution in a language other than Japanese or English
- Application documents, etc. that are incomplete or contain errors will not be accepted, and your application will be rejected.
- Parcel delivery services, motorcycle courier, and handing in at the university administrative office service desks will not be accepted.
- No documents that have been accepted will be returned for any reason.
- Admission will be revoked even after you are accepted if it is discovered that fraud occurred during the entrance examination or the application process.

8 About Foreign-Language (English) Testing

(1) Applicants to all departments except the Department of Geography must submit English-language proficiency test scores meeting the standards each department sets in lieu of taking a written exam on English. Make sure to review <Appended table 1> below and [Notes Regarding the Submission of Test Scores] and **submit your scores by the designated deadline. If we cannot confirm that your score was submitted, we will assume that you did not complete Foreign-Language (English) Testing.**

(2) Only scores from tests taken within two years prior to the date of each department's written exam are considered valid.

(3) Individuals exempted from the written exam and applications for the Department of Urban Science and Policy's Special Selection for Working Adults system do not need to submit scores.

<Appended table 1>

	TOEFL	TOEIC	IELTS
Department of Geography	A written exam will be conducted on Foreign Language (English), so no test scores need to be submitted.		
Department of Civil and Environmental Engineering	✓	✓	N/A
Department of Architecture and Building Engineering	✓	✓	N/A
Department of Applied Chemistry for Environment	✓	✓	N/A
Department of Tourism Science	✓	✓	✓
Department of Urban Science and Policy	✓	✓	✓

[Notes on the submission of test scores]

■ When submitting TOEFL scores (**for the Department of Civil and Environmental Engineering, Department of Architecture and Building Engineering, Department of Applied Chemistry for Environment, Department of Tourism Science, Department of Urban Science and Policy**), please submit the following **two items**:

- ① **A copy of the Test Taker Score Report sent from the institute administering the TOEFL test (Educational Testing Service [ETS]). Please submit the copy when directed to do so right before the first exam begins.**

Note: While the cost of one Test Taker Score Report is included in the TOEFL exam fee, you will not be given one if you do not select "Online score report AND a paper copy mailed to you" as your score reporting preference on your My Home Page when signing up for the test online (as of April 2022).

- ② **Official score report sent directly to TMU from the institute administering the TOEFL test (ETS)**

Request an official score report from the institute administering the TOEFL test (ETS) and arrange for it to arrive at TMU **by the day before the exam conducted by the relevant department.** (The code for Tokyo Metropolitan University is "7169.")

It may take up to two months from the time you submit your request until your official score report arrives at TMU, so please make your request well in advance to ensure that it arrives on time.

Make sure to check the latest information on how to request a score report, how long reports will take to arrive, etc. on the website of the test organizer or elsewhere.

<Note>

- TOEFL-iBT (internet-based test) scores are valid. However, TOEFL iBT Home Edition scores are invalid.
- TOEFL-ITP (institutional tests) scores are not accepted.

■ When submitting TOEIC scores (for the **Department of Civil and Environmental Engineering, Department of Architecture and Building Engineering, Department of Applied Chemistry for Environment, Department of Tourism Science, Department of Urban Science and Policy**), **please submit the original copy of your score certificate when directed to do so right before the first exam begins.** It will be returned to you after a copy is taken.

<Notes>

- Submit an original copy of your official score certificate for a TOEIC listening & reading test or a score report for a TOEIC listening & reading institutional program test.
- TOEIC-IP (online) scores are not accepted. Please note that scores from the TOEIC speaking & writing tests, TOEIC speaking test, TOEIC writing test and TOEIC bridge test are not eligible.

■ When submitting an IELTS score (for the **Department of Tourism Science, Department of Urban Science and Policy**), **please submit the original copy of your score certificate when directed to do so right before the first exam begins.** It will be returned to you after a copy is taken.

<Note>

- Academic module scores are valid. However, general training module scores are not accepted.

9 Payment of Examination Fees

Please pay your examination fee during the designated payment period using one of the two methods below. Additional handling fees may be charged depending on which method is used.

(1) Paying online (Using “E-shiharai.net”)

For details, please see “How to Pay Examination Fees”(Supplementary materials).

- ① You must first make a payment application on the E-shiharai website. Follow the instructions on the screen and enter the required information, and you will receive the number needed to make your payment.
- ② If you choose the convenience store payment option (available on the Japanese site), make sure you get the statement of payment of examination fee from the store employee as proof of payment.
If you use other online payment methods (credit card, etc.), print the proof of payment that can be accessed from the top screen of the e-shiharai site. If you use English-language site, print out the result page that appears after you complete an online payment to confirm your transaction.
- ③ When applying, cut out the proof of payment section as specified on the sheet and affix it to the form for mounting examination fee proof of payment. However, if you pay using the English-language version of the E-shiharai site and print out the result page, you do not need to affix your proof of payment to that form. Instead, just submit the page you printed out.

Note: Please keep the statement of payment section in a safe place. Please keep a copy of your proof of payment if you printed it out from the E-shiharai site.

(Notes)

If you have questions about using the E-shiharai site, check the site’s FAQ page, (<https://e-shiharai.net/Syuno/FAQ.html>), and contact their e-service support center if you still need help.

Japanese-language site: <https://e-shiharai.net/Syuno/FAQ.html>

English-language site: <https://e-shiharai.net/ecard/sss/FAQ.html>

(2) Paying by Bank Transfer (at a Bank Service Counter)

- ① Fill in the bank transfer request slip inserted in this booklet with the required information, take it to your financial institution, and make a wire transfer for the prescribed amount, ensuring that the money arrives by the application deadline. Fill in the “Name” field on the bank transfer request slip with your name/the name of the applicant.
notes:
 - *DO NOT make your transfer from an ATM.
 - *Transfers cannot be made from Japan Post Bank, foreign banks, or internet banks.
 - *If you make a transfer from any Mizuho Bank branch, no fees will be charged.
 - *Be careful to note the closing time of the financial institution’s service window.
- ② After making your bank transfer, obtain Slip A and Slip B, and confirm that both have been stamped as paid.
- ③ Affix Slip A to the form for mounting examination fee proof of payment and submit it with your application. Keep Slip B in a safe place as your copy.

Payment Period

[Summer exam] Tuesday, June 28, 2022 to 2:00 p.m. on Tuesday, July 12, 2022

[Winter exam] Tuesday, December 27, 2022 to 2:00 p.m. on Tuesday, January 17, 2023

Examination Fee Exemption System

We offer an exemption from the examination fee to individuals affected by natural disasters. Please contact the Academic Affairs Office of Urban Environmental Science, Tokyo Metropolitan University **before you pay the examination fee** (Tel: 042-677-1111, Ext: 4022).

The disasters which apply to this system are as follows.

- ① Great East Japan Earthquake
- ② Kumamoto Earthquake
- ③ Heavy Rain in Northern Kyushu
- ④ Heavy Rain in July 2018
- ⑤ Eastern Hokkaido Iburi Earthquake in 2018
- ⑥ Typhoon 15 and Typhoon 19 in 2019
 - Heavy rain accompanying the front in August 2019: (Reference date of residence) As of August 28, 2019
 - Typhoon 15 in 2019: (Reference Date of Residence) As of September 8, 2019
 - Power outage due to the effects of Typhoon 15 in 2019: (Reference Date of Residence) As of September 9, 2019
 - Typhoon 19 in 2019: (Reference Date of Residence) As of October 12, 2019
- ⑦ Heavy Rain in July 2020

Examination Fee Refund Procedures

If you paid the examination fee but did not apply or mistakenly paid the examination fee more than once, you can request a refund.

See the TMU website (https://www.tmu.ac.jp/campus_life/tuition/expenses.html) for details.

“Top Page” → “Admissions” → “Graduate School Entrance Examination” → “Examination Fees, Admission Fees, and Tuition”

10 Summer Exam Schedule and Other Details

(1) Application Period

Tuesday, July 5, 2022 to Tuesday, July 12, 2022 (must arrive by July 12)

*Applications are **only accepted by mail** (Parcel delivery services and motorcycle courier will not be accepted.).

Applications will not be accepted at university administrative office service desks.

*Please use the envelope prescribed by the graduate school included in this booklet to send your application to The Academic Affairs Office of Urban Environmental Science, Tokyo Metropolitan University by **registered express mail (kakitome-sokutatsu)**.

(2) Sending Exam Admission Tickets

After your application documents are checked and accepted, you will be sent an exam admission ticket.

If you do not receive your exam admission ticket by **Thursday, July 28, 2022**, please contact The Academic Affairs Office of Urban Environmental Science, Tokyo Metropolitan University (Tel: 042-677-1111 Ext: 4022).

[Note] Be sure to bring your exam admission ticket with you on exam day.

(3) Selection Schedule and Exam Subjects

Please see the relevant pages for each department for information.

(4) Selection Method

Selection will be conducted based on the results of a review of submitted documents, an examination of academic ability, interviews, etc.

(5) Announcement of Results

① Time and Date: **2:00 p.m. Friday, August 26, 2022**

② Place: Tokyo Metropolitan University Graduate School of Urban Environmental Sciences website

<https://www.ues.tmu.ac.jp/>

In front of the Tokyo Metropolitan University Faculty of Urban Environmental Sciences Administrative Office (Building No. 9, 2F)

Note: We are unable to respond to phone inquiries about the results of the exam.

*We accept requests to send the list of successful applicants (examinee numbers only) in advance of the announcement of the results. If you wish to receive a copy of the list, submit a self-addressed envelope (23.5 cm × 12.0 cm) with ¥344 (The revised charges would cost in case of any revision of postal charges.) of postage affixed (including express mail charges) on which your postal code, address and name are clearly written to the Faculty of Urban Environmental Sciences Academic Affairs Section after the end of the exam (or after the final day of the exam, in the case of exams that take place over two or more days).

***Individuals who pass the Graduate School of Urban Environmental Sciences summer exam cannot apply for the winter exam.**

(6) Issuance of Acceptance Letters

An acceptance letter will be sent to your address at the time of application (the address listed on your contact name and address sticker) If you are unable to receive your letter of acceptance or your mailing address has changed due to a change of residence, etc., be sure to inform The Academic Affairs Office of Urban Environmental Science of that fact. If you do not receive your acceptance letter and enrollment documents by Friday, September 2, 2022, please contact the The Academic Affairs Office of Urban Environmental Science (Tel: 042-677-1111 Ext: 4022).

You will also be sent a prescribed form of confirmation of intent to enroll enclosed with your letter of acceptance. **Please be sure to declare your intent to enroll by submitting this document, even if you eventually decline to attend the university.** If you do not submit a confirmation of intent to enroll by **Friday, October 28** and do not contact us regarding your intentions, we will consider this as a declaration that you will not attend the university.

11 Winter Exam Schedule and Other Details

(1) Application Period

Tuesday, January 10, 2023 to Tuesday, January 17, 2023 (Must arrive by January 17)

*Applications are **only accepted by mail** (Parcel delivery services and motorcycle courier will not be accepted.).

Applications will not be accepted at university administrative office service desks.

*Please use the envelope prescribed by the graduate school included in this booklet to send your application to the Tokyo Metropolitan University Faculty of Urban Environmental Sciences Academic Affairs Section by **registered express mail (kakitome-sokutatsu)**.

(2) Sending Exam Admission Tickets

After your application documents are checked and accepted, you will be sent an exam admission ticket.

If you do not receive your exam admission ticket by **Thursday, January 26, 2023**, please contact the Tokyo Metropolitan University Faculty of Urban Environmental Sciences Academic Affairs Section (Tel: 042-677-1111 Ext: 4022).

[Note] Be sure to bring your exam admission ticket with you on exam day.

(3) Selection Schedule and Exam Subjects

Please see the relevant pages for each department for information.

(4) Selection Method

Selection will be conducted based on the results of a review of submitted documents, an examination of academic ability, interviews, etc.

(5) Announcement of Results

① Time and Date: **2:00 p.m. Friday, February 24, 2023**

② Place: Tokyo Metropolitan University Graduate School of Urban Environmental Sciences website
<https://www.ues.tmu.ac.jp/>

In front of the Tokyo Metropolitan University Faculty of Urban Environmental Sciences Administrative Office (Building No. 9, 2F)

Note: We are unable to respond to phone inquiries about the results of the exam.

*We accept requests to send the list of successful applicants (examinee numbers only) in advance of the announcement of the results. If you wish to receive a copy of the list, submit a self-addressed envelope (23.5 cm × 12.0 cm) with ¥344 (The revised charges would cost in case of any revision of postal charges.) of postage affixed (including express mail charges) on which your postal code, address and name are clearly written to the Faculty of Urban Environmental Sciences Academic Affairs Section after the end of the exam (or after the final day of the exam, in the case of exams that take place over two or more days).

(6) Issuance of Acceptance Letters

An acceptance letter will be sent to your address at the time of application (the address listed on your contact name and address sticker) along with a set of enrollment documents. If you are unable to receive your letter of acceptance or your mailing address has changed due to a change of residence, etc., be sure to inform The Academic Affairs Office of Urban Environmental Science of that fact. If you do not receive your acceptance letter and enrollment documents by **Wednesday, March 1, 2023**, please contact the The Academic Affairs Office of Urban Environmental Science (Tel: 042-677-1111 Ext: 4022).

(7) Other

Whether a general selection for the Department of Architecture and Building Engineering will be conducted will be announced sometime after Monday, October 3, 2022. Please check the Tokyo Metropolitan University Graduate School of Urban Environmental Sciences website (<https://www.ues.tmu.ac.jp/>) or contact The Academic Affairs Office of Urban Environmental Science.

12 Enrollment Procedures, Admission Fees, Tuition, Etc.

(1) Enrollment Procedures

If you pass the summer exam and indicate your intent to enroll via a confirmation of intent to enroll, you will be sent a set of enrollment documents in early February (subject to change). Individuals who pass the winter exam will be sent a set of enrollment documents in the same envelope as their acceptance letter. Please pay the admission fee by the designated date, prepare your enrollment documents, and send them to The Academic Affairs Office of Urban Environmental Science. **If you fail to do this, you will not be allowed to enroll.**

(2) Admission Fee

- Tokyo residents(*) 141,000JPY (amount subject to change)
- Nonresidents 282,000 JPY (amount subject to change)

Payment of admission fees is a part of the enrollment procedure.

Admission fees are subject to change. The new amount shall take effect immediately and apply to all new students.

*"Tokyo residents" refers to individuals who have had an address in Tokyo for at least a full year before the date of admission (April 1, 2022 to April 1, 2023), as well as individuals whose spouse or family member of the first degree has had an address in Tokyo for that period. If the incoming student is a Tokyo resident, his/her residence status must be certified with a certificate of items stated in the resident record. If the individual's spouse or family member resides in Tokyo, residence status shall be certified with the certificate of items stated in the resident record of the spouse or family member and an excerpt of a family register or other document showing their familial relationship.

*Reductions of or exemptions from the admission fee are available in some cases. (However, privately financed international students are not eligible.)

(3) Tuition

Annual tuition 520,800 JPY (as of academic year 2022*)

*Tuition is subject to change. The new amount shall take effect immediately and apply to all new and current students.

*Reductions of or exemptions from tuition are available in some cases.

The deadline for enrollment is planned to be in early March 2023. For information on the official enrollment deadline, the documents required to be submitted during enrollment, and details on matters such as the method of payment for admission fees and tuition, please see the "Guide to Enrollment Procedures" that is sent to individuals who pass the entrance examination.

(4) Financial Support

After enrollment, students who pass the selection process may be eligible to apply for the scholarship by the Japan Student Services Organization (JASSO). Further, TMU also offers a scholarship to graduate students.

13 Viewing or Obtaining Past Exam Questions

To view or obtain past exam questions, please visit the Tokyo Metropolitan University Graduate School of Urban Environmental Sciences website (<https://www.ues.tmu.ac.jp/graduate.html>), or contact the Tokyo Metropolitan University Faculty of Urban Environmental Sciences Academic Affairs Section (Tel: 042-677-1111, Ext: 4022).

14 The Long-Term Study System

You may be permitted to study and complete your course on a pre-planned basis for fixed periods exceeding the standard period of study (e.g., two years for the Master's program) if you wish, because of circumstances such as your occupational, parental or nursing care leave commitments.

Students permitted to undertake long-term study upon admission may pay the same amount of tuition paid over the standard period of study in installments. For details, please visit the graduate school website

(<https://www.ues.tmu.ac.jp>), <http://www.ues.tmu.ac.jp/>

Students approved for the long-term study program at the time of enrollment can pay the full amount of tuition for the standard term of their course in installments over the length of their approved period of enrollment.

*For details, please review the guide to application procedures (which can be downloaded from the graduate school website [<http://www.ues.tmu.ac.jp/>]).

<Application Qualification>

To be eligible, you must have difficulty completing a program during the standard term of a course due to one of the following reasons:

- (1) Has occupational needs
- (2) Has childbirth, childcare, or nursing care needs
- (3) Has other reasons the graduate school deems appropriate

<Applying for the Program>

You must apply for the long-term study program when applying for the entrance exam. Individuals who pass the entrance examination will receive a notice of whether they have been approved for the program along with their letter of acceptance. Please submit the following documents when applying for the entrance examination:

- (1) Long-term study system application form (use the graduate school's prescribed form): Please download this form from the graduate school website.
- (2) Proof of need for long-term study (employment certificate, *Maternal and Child Health Handbook* in the case of childbirth or childcare, etc.)

*Important: Please make sure to check the erratum in the beginning of this PDF file for the revised exam time. (Changes due to COVID-19)

<Exam Schedule and Notes by Department>

The back cover of this booklet has important notes regarding the application process and the entrance examination that are relevant to every department. Please be sure to read them carefully.

Department of Geography

★ Exam Schedule, Exam Subjects, Exam Time, and Other Notes

<Summer Exam>

Date	Exam Subjects	Exam Time	Points
August 2 (Tue.)	Foreign Language (English)	9:00 – 10:30 a.m.	120
	Specialized Subjects	11:00 a.m. – 12:30 p.m.	120
August 3 (Wed.)	Interview (including oral exam)	9:00 a.m. –	60

• Interview (including oral exam) ... Individuals exempted from the written exam are still required to go through an interview (about ten minutes). Examinees are not allowed to distribute handouts or use a PC projector.

<Winter Exam>

Date	Exam Subjects	Exam Time	Points
February 9 (Thu.)	Foreign Language (English)	9:00 – 10:30 a.m.	120
	Interview (including oral exam)	12:30 p.m. –	120

• Interview (including oral exam)... Examinees are required to give an oral presentation (no more than ten minutes) about their graduate thesis (or equivalent research) and about their research plans for the master's program.

• Examinees can choose to conduct their presentation by distributing handouts or by using a PC projector. Those who use a PC projector only need to bring a USB flash drive containing their presentation, since PowerPoint is installed on the Windows PC at the interview venue. If you will use a Mac, be sure to bring a USB flash drive, your computer, and a Mac-compatible projector cable.

• No exemptions are made to the written examination for individuals taking the winter exam.

Department of Civil and Environmental Engineering

★ Exam Schedule, Exam Subjects, Exam Time, and Other Notes

<Summer Exam>

Date	Exam Subjects	Exam Time	Points
August 2 (Tue.)	Specialized Subjects (1)	9:00 – 10:30 a.m.	200
	Specialized Subjects (2)	11:00 a.m. – noon	100
	Interview (including oral exam)	1:30 p.m. –	100
—	Foreign Language (English)*	—	100

- Specialized Subjects (1): Math (calculus, linear algebra)
- Specialized Subjects (2): Essay (Examinees must write an essay based on the themes of civil and environmental engineering. Essays may be in Japanese or English, and should be about a thousand Japanese characters or approximately four hundred English words.)

*Eligible scores: TOEFL, TOEIC (scores are converted to a 100-point scale, with 100 points being a perfect score.)

<Winter Exam>

Date	Exam Subjects	Exam Time	Points
February 9 (Thu.)	Specialized Subjects (1)	9:00 – 10:30 a.m.	200
	Specialized Subjects (2)	11:00 a.m. – noon	100
	Interview (including oral exam)	1:30 p.m. –	100
—	Foreign Language (English)*	—	100

- Specialized Subjects (1): Math (calculus, linear algebra)
- Specialized Subjects (2): Essay (Examinees must write an essay based on the themes of civil and environmental engineering. Essays may be in Japanese or English, and should be about a thousand Japanese characters or approximately four hundred English words.)

*Eligible scores: TOEFL, TOEIC (scores are converted to a 100-point scale, with 100 points being a perfect score.)

<Notes>

- 1 Be sure to consult with your desired Supervisor about your research content and other matters before applying.
- 2 Regarding admission quota: In principle, a single supervisor can take on up to three new students.

Department of Architecture and Building Engineering

★ Exam Schedule, Exam Subjects, Exam Time, and Other Notes

<Summer Exam>

Date	Exam Subjects	Exam Time	Points* ¹	Points* ²
August 2 (Tue.)	Specialized Subjects (1)	9:00 a.m. – noon	300	200
	Specialized Subjects (2) (Architectural Design)	1: 30 –3: 30 p.m.* ³	/	100
August 3 (Wed.)	Interview (including oral exam)	1:00 p.m. –	100	100
—	Foreign Language (English)* ⁴	—	100	100

*1 This is the point allocation for individuals not taking Specialized Subjects (2).

*2 This is the point allocation for individuals who have selected Architectural Design for Specialized Subjects (2).

*3 The finishing time for Specialized Subjects (2) (Architectural Design) may be delayed depending on the number of examinees.

*4 Eligible scores: TOEFL, TOEIC

Scores are converted to a 100-point scale (with 100 points being a perfect score) based on departmental standards. Individuals with a TOEFL score less than 40 after the TOEFL-iBT score conversion or a TOEIC score of under 400 shall be disqualified. Either a TOEFL-iBT score conversion of 83 or above or a TOEIC score of 750 points or above shall be considered a perfect score.

<Notes>

- Please be sure to thoroughly read “Important Notes to Department of Architecture and Building Engineering Applicants” on the next page.
- Examinees may use a calculator with basic arithmetic and function capabilities (programmable calculators are not allowed), a ruler and a compass. Dictionaries and other items are not allowed.

<Winter Exam>

A winter exam may be conducted if the number of individuals tentatively admitted through the summer exam does not reach our admission quota. If a winter exam is given, a separate implementation guide for that exam will be provided.

Important Notes to Department of Architecture and Building Engineering Applicants (Entrance Examination for Academic Year 2023 Admission)

1. About Specialized Subjects (1)

Twenty-four questions will be included in the Specialized Subjects (1) exam. They will consist of two questions from each of the twelve areas in the six groups shown in the table below. For example, there will be four questions from Group A—two questions from the Calculus area and two from the Linear Algebra area. Of these 24 questions, examinees must choose and answer a total of 15 (two questions from each of five groups, and five questions chosen from the remaining 14 questions). When selecting two questions from each of five groups, you may choose one question from each area in each group (for example, Calculus and Linear Algebra in Group A) or two questions from just one area in the group (for example, either Calculus or Linear Algebra in Group A).

You may also choose to answer more than fifteen questions. However, your score will be the total of (1) and (2) below, not a grand total of the scores of all questions answered.

- (1) The ten questions from five groups; these are extracted by selecting the two questions you achieve the highest score on from each group, adding the two scores, respectively, and picking five groups in the order of the highest total scores
- (2) The five questions with the highest scores from the remaining fourteen questions

Please note that you are required to select the questions you will answer during the test. There is no preliminary survey to choose questions. Further, each question is worth an equal number of points.

Group	Areas
A	Calculus* ¹ , Linear Algebra* ¹
B	Structural Mechanics, Structural Engineering * ²
C	Building Materials Science, Building Construction
D	Building Environmental Studies, Building Environmental Systems
E	Architectural Planning, Urban Planning
F	Architectural History, Architectural Design

*1 Questions will be limited to basic university-level math.

*2 Questions will be limited to steel, reinforced concrete, and wood construction as well as vibrational studies.

2. About Specialized Subjects (2)

You may choose Architectural Design for your Specialized Subjects (2) exam. In this case, please mark a circle in the field for Architectural Design in the Specialized Subjects (2) area on your research plan form. The Architectural Design exam subject will include an oral exam based on your portfolio, so please bring your portfolio to the exam. Portfolios should be about twenty pages (with no more than two joint projects, both of which should be clearly marked as such) in an A2-size clear file folder.

3. About Research Plan Forms

You must submit a research plan form along with your application to the Department of Architecture and Building Engineering (Use the form prescribed by the graduate school).

(1) Please enter your desired Supervisors (if you are applying for the basic research course) or project number (if you are applying for the project research course*) in the 1st Choice and 2nd Choice sections. (*We will not set up the project research course in 2022 Academic Year.)

(2) In the “Specialized Subjects (2)” section, mark the box for either “Not Taking this Exam Subject” or “Architectural Design” with a circle after consulting with your desired Supervisor(s). You cannot change this after you submit your application.

(3) In the “Research Plan” section, please detail the topic(s) you wish to research in the master’s program as well as the methods you intend to use. You may use any format. If you have a second choice, be sure to include a research plan for it on the back of the sheet. Be sure to contact and consult with both your first and second choices for Supervisor in depth before writing your research plan.

The content of your research plan will be reviewed during the interview. Depending on its content, we may not be able to accept your plan.

You may write your research plan using word-processing software. You may also submit photocopies, as long as you have copied both sides of the form onto one page. However, you may not attach any other materials, including in the area designated for writing the research plan.

4. Other Notes

- ① Regarding admission quota: In principle, a single supervisor may take on up to three new basic research course students.
- ② Individuals with only one choice of research field should write “None” in the field for a second choice on their application form and their research plan form.

Department of Applied Chemistry for Environment

★ Exam Schedule, Exam Subjects, Exam Time, and Other Notes

<Summer Exam>

Date	Exam Subjects	Exam Time	Points
August 2 (Tue.)	Organic Chemistry *1	9:00 – 10:00 a.m.	100
	Physical Chemistry / Inorganic Chemistry *1,*2	10:30 a.m. – 12:30 p.m.	200
August 3 (Wed.)	Interview (including oral exam) *3	9:00 a.m. –	100
-	Foreign Language (English) *4	-	100

*1 Examinees can select either Japanese or English for exam questions. Please specify your preferred language for exam questions on your statement of purpose form before submitting it.

*2 Examinees cannot bring their own calculators. All examinees will be lent a calculator at the exam venue, which will be collected after the exam.

*3 Individuals exempted from the written exam are still required to go through an interview.

*4 Eligible scores: TOEFL, TOEIC (scores are converted to a 100-point scale, with 100 points being a perfect score)

<Winter Exam>

Date	Exam Subjects	Exam Time	Points
February 9 (Thu.)	Interview (including oral exam) *5	10:00 a.m. –	200
-	Foreign Language (English) *6	-	100

*5 Interview (including oral exam): You are required to give an oral presentation (of approximately ten minutes) summarizing your graduate thesis or your most recent research. You must bring and use your own computer. A Q&A session about the content of your presentation and chemistry in general will follow. HDMI and RGB cables to connect the projector to your computer will be provided in the interview room.

*6 Eligible scores: TOEFL, TOEIC (scores are converted to a 100-point scale, with 100 points being a perfect score)

The Department of Applied Chemistry for Environment participates in the Ministry of Education, Culture, Sports, Science and Technology's WISE Program (Doctoral Program for World-leading Innovative & Smart Education). If you wish to apply for the program, you are required to take a separate admission examination. However, please note that only students who have passed the summer entrance examination are eligible to take the admission examination.

For details, please contact the Academic Affairs Office of the Faculty of Urban Environmental Sciences.
(WISE Program Desk; Tel: 042-677-1111, ext. 4023)

Department of Tourism Science

★ Exam Schedule, Exam Subjects, Exam Time, and Other Notes

<Summer Exam>

Date	Exam Subjects	Exam Time	Points
August 2 (Tue.)	Essay*1	9:00 – 11:00 a.m.	100
	Specialized Subjects *2	12:30 – 2:30 p.m.	100
August 3 (Wed.)	Interview (including oral exam)	9:30 a.m. –	100
—	Foreign Language (English)*3	—	100

*1: You must write (in Japanese or English) an essay on two topics: tourism and your desired research theme.

*2: You must select one of the following subjects and answer the questions in Japanese or English: Urban & Community Planning Studies, Transport Studies, Tourism Marketing, Tourism Informatics, Tourism Economics, Geography, or Ecology /Environmental Science.

*3: Eligible scores: TOEFL, TOEIC, IELTS (scores are converted to a 100-point scale, with 100 points being a perfect score)

<Winter Exam>

Date	Exam Subjects	Exam Time	Points
February 10 (Fri.)	Essay*4	9:30 – 11:30 a.m.	100
	Presentation / Interview (including oral exam)*5	2:30 p.m. –	200
—	Foreign Language (English)*6	—	100

*4 You must write (in Japanese or English) an essay on two topics: tourism and your desired research theme.

*5 You must give an oral presentation in Japanese or English (10-15 minutes) about subjects such as your graduate thesis, graduate research, or research on tourism. You may do so by distributing handouts and/or using PowerPoint (if you use a Windows PC, simply bring a USB flash drive containing your presentation; if you use a Mac, bring a USB flash drive and a Mac computer). Please note that a Windows PC installed with PowerPoint will be provided at the interview venue.

*6 Eligible scores: TOEFL, TOEIC, IELTS (scores are converted to a 100-point scale, with 100 points being a perfect score)

Department of Urban Science and Policy

★ Exam Schedule, Exam Subjects, Exam Time, and Other Notes

<Summer Exam>

Date	Exam Subjects		Exam Time	Exam Content, Etc.	Points
August 2 (Tue.)	Written Exam *1	Essay	9:00 – 11:00 a.m.	Examinees are to write an essay on the subject of cities.	100
		Specialized Subjects	12:30 – 2:30 p.m.	Examinees will be tested on their specialized knowledge of their chosen field.	100
August 3 (Wed.)	Interview (including oral exam)*2 *3		1:00 p.m. –	Examinees will go through an oral exam based on their oral exam interview sheet, research proposal, etc.	100
—	Foreign Language (English)*4 *5		—	—	100

<Winter Exam>

Date	Exam Subjects		Exam Time	Exam Content, Etc.	Points
February 9 (Thu.)	Written Exam *1	Essay	9:00 – 11:00 a.m.	Examinees are to write an essay on the subject of cities.	100
		Specialized Subjects	12:30 – 2:30 p.m.	Examinees will be tested on their specialized knowledge of their chosen field.	100
February 10 (Fri.)	Interview (including oral exam)*2 *3		1:00 p.m. –	Examinees will go through an oral exam based on their oral exam interview sheet, research proposal, etc.	100
—	Foreign Language (English)*4 *5		—	—	100

*1 Dictionaries, calculators and other items are not allowed.

*2 Please note that the interview and oral exam times are subject to change based on the number of examinees and other factors. As such, make sure to pay attention to the instructions given during the previous day at the written exam venue.

*3 Individuals exempted from the written exam are still required to go through the interview.

*4 Eligible scores: TOEFL, TOEIC, IELTS (scores are converted to a 100-point scale, with 100 points being a perfect score)

*5 Individuals applying for Special Selection for Working Adults will not be administered a foreign-language exam.

<Notes>

- 1 Regarding admission quota: In principle a single Supervisor can take on up to four new students.
- 2 Make certain to consult with your desired Supervisor about the research content and other matters before applying.
- 3 In principle, exemptions from the written exam are only available for the summer exam. Contact the department about the winter exam.

Information for Applicants to the Department of Urban Science and Policy

Special Selection for Working Adults

The goal of the Department of Urban Science and Policy is to develop individuals capable of broadly and comprehensively grasping the increasingly complex problems urban areas face while also taking into consideration the knowledge and theories of all relevant fields, exploring these problems through creative and original research, and contributing to the development of urban policy and solutions to urban problems.

In particular, the department willingly accepts working members of society who directly deal with real-world issues related to urban environments while working in public sectors at the national or local levels, in private sectors, or elsewhere, and are planning to pursue a specialized education to conduct research on urban policy in graduate school, whether sent by their employer or on their own initiative. The department is also eager to receive students who are participating in activities which are directly relevant to their research plan for the Master's thesis.

Applicants must receive permission from a professor whom they wish to learn under before applying for the Special Selection for Working Adults.

1 Admission Quota

Admission quota for the Department of Urban Science and Policy via the Special Selection for Working Adults is a few of the department's fifteen-person quota.

2 Application Qualification for the Special Selection for Working Adults

Individuals who have a research plan which is directly relevant to their work experience(s) and those whom any of items (1) to (10) listed in "4 Application Qualification" (p. 6) apply and who also meet either one of the following two conditions:

- ① Has at least two years of work experience and is also employed in a permanent position (excluding part-time work) at the time of application.
- ② Five or more years will have passed since the applicant graduated from university at the time of admission (April 1, 2023).

3 Review of Application Qualification

Applicants who wish to apply based on items (3) to (7) or (9) or (10) listed in "4 Application Qualification" (p. 6) must undergo a Review of Application Qualification before applying. To undergo said Review, please submit the following documents:

(1) Documents to be submitted

- a Resume (use the form prescribed by the graduate school)
- b Certificate of graduation (or expected graduation) for the highest level of education achieved. (Copies will not be accepted. A Japanese or English translation should be attached to any documents that are not in Japanese.)
- c Academic transcripts for the highest level of education achieved. (Copies will not be accepted. A Japanese translation should be attached to any documents that are not in Japanese.)
- d Statement of purpose (you are free to use any format, but it should be about one A4-size page) (Please clarify the relevance between your work experience(s) and your research plan for the Master's thesis.)
- e (When applying via qualification ① listed in Application Qualifications for the Special Selection for Working Adults above): Proof of fixed employment (copies of your ID card, insurance card, etc.)
- f (For foreign nationals) certificate of items stated in the resident record (copies and certificates issued more than three months before your application will not be accepted); if you have no fixed address in Japan, submit a copy of your passport
- g A self-addressed envelope (23.5 cm × 12.0 cm) with ¥344 (The revised charges would cost in case of any revision of postal charges.) of postage affixed (including express mail charges). (The graduate school will use this envelope to mail the results of the Review to you.)

(2) Application Period

- **Summer exam: May 27 (Fri.) to June 3 (Fri.), 2022 (Must arrive by June 3)**
- **Winter exam: November 29 (Tue.) to December 6 (Tue.), 2022 (Must arrive by December 6)**

(3) Submit to:

The Academic Affairs Office of Urban Environmental Sciences, Tokyo Metropolitan University (1-1 Minami-Osawa, Hachioji City, Tokyo 192-0397)

*Send necessary documents as **registered express mail (*kakitome-sokutatsu*)** in an envelope (24.0 cm × 33.2 cm, which accommodates unfolded A4-size sheets) clearly marked "Graduate School of Urban Environmental Sciences, Department of Urban Science and Policy, Master's Program, the Special Selection for Working Adults, Request for Review of Application

Qualification.”

(4) How to Acquire Review of Application Qualification Request forms

Please download the Review of Application Qualification request forms from the Graduate School of Urban Environmental Sciences website (https://www.ues.tmu.ac.jp/review_application.html). If you wish to have copies of the forms mailed to you, please send the following two items to The Academic Affairs Office of Urban Environmental Science:

- a. A self-addressed envelope (23.5 cm × 12.0 cm) with ¥84 (The revised charges would cost in case of any revision of postal charges.) of postage affixed (the graduate school will use this envelope to mail the forms to you).
- b. A note clearly stating your contact information (cell phone number, email address, etc.) and the phrase “Request for Department of Urban Science and Policy Master’s Program Special Selection for Working Adults Review of Application Qualification forms.”

(5) You will be notified of the results of the Review by postal mail. Please note that if you did not undergo Review of Application Qualification you may be disqualified from taking the entrance examination.

4 Additional Documents Required for Application

Applicants to whom items (1), (2) or (8) listed in “4 Application Qualification” (p. 6) apply do not need to undergo a Review of Application Qualification. However, those employed in a permanent position (to whom qualification ① listed in Application Qualification for Special Selection for Working Adults above applies) are asked to submit proof of fixed employment (copies of your ID card, insurance card, etc.) along with the documents listed in “7 Application Procedures and Documents”(p.8-10)

I. Notes Regarding Applications and the Entrance Examination

- 1 Please review your application documents before sending them to make sure there are no omissions.
- 2 Applications are only accepted by mail, whether you are a TMU student or otherwise.
- 3 Information regarding the exam venue, the interviewee waiting room, etc. will be posted at Building No. 11 on the day of the exam. (See the “Minami-Osawa Campus Map” on the back of this booklet.)
- 4 Make certain to bring your exam admission ticket with you to the exam.
- 5 Please enter the designated exam venue at least twenty minutes before the start of the exam.
The doors to the exam venue will open one hour before the exam starts.
- 6 In principle, you will not be able to take the exam if you arrive more than thirty minutes after it starts.
However, you may be allowed to do so if you are late due to unavoidable reasons such as public transportation delays.
- 7 Examinees are not allowed to use mobile devices (cell phones, smartphones, etc.) or wearable devices (smart watches, etc.) to check the time. Please turn off all personal electronic devices during the exam.
- 8 You will be disqualified from the exam if you:
 - (1) Failed to take a subject (including those who did not submit their Foreign-Language [English] Testing test scores).
 - (2) Are found to have committed misconduct.
 - (3) Fail to follow the rules or follow the instructions of an attendant, in addition to (1) and (2) above.

II. Handling of Personal Information

Please be aware that Tokyo Metropolitan University uses personal information in the following ways in accordance with the relevant laws and ordinances:

- (1) Personal information such as names, addresses, etc. provided during the TMU entrance examination will be used during the admissions selection process (for processing applications, selecting applicants, and announcing the results) and during enrollment procedures.
- (2) The results of the examinations used in the admissions selection process may be used for purposes such as preparing materials for the purpose of discussing future admissions selection methods.
- (3) TMU may contact individuals who pass the entrance examination for reasons including confirmation of their intent to enroll.

〈Contact Information〉

Tokyo Metropolitan University
Faculty of Urban Environmental Sciences
Academic Affairs Section

(Minami-Osawa Campus Building No. 9, 2F)

Tel: 042-677-1111 (main switchboard) Ext. 4022

Office hours: 9:00 a.m. – 5:00 p.m.

(closed 12:30 – 1:30 p.m.)