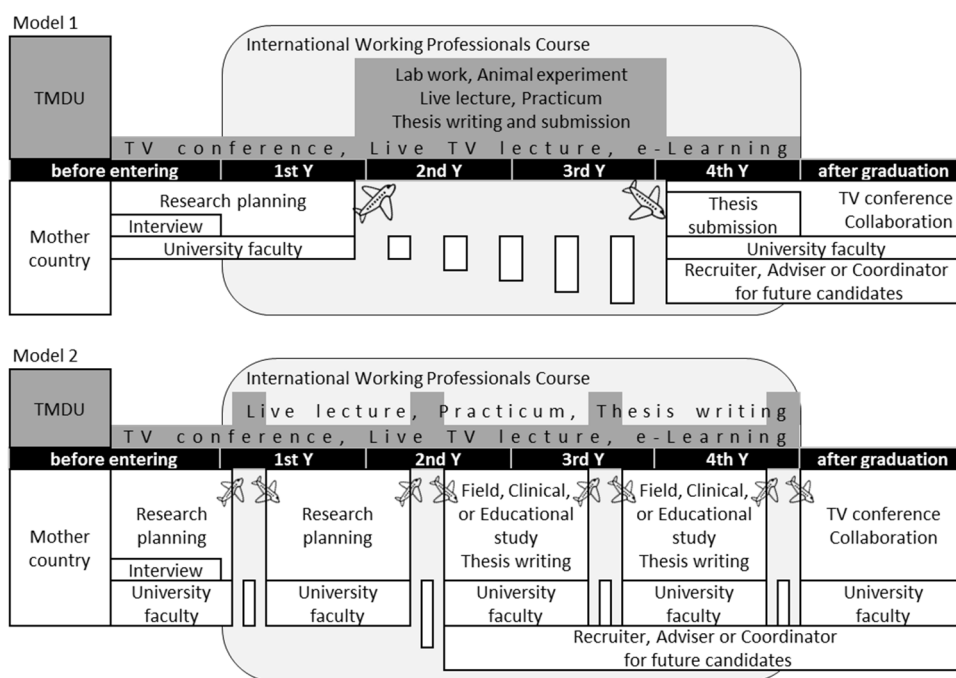


Tokyo Medical and Dental University (TMDU), Graduate School of Medical and Dental Sciences
Doctoral Program, Medical and Dental Sciences Track
Guideline for International Working Professionals Course 2022
(Privately funded students)

Tokyo Medical and Dental University (TMDU), Graduate School of Medical and Dental Sciences is recruiting students for its International Working Professionals Course, who will engage in study and research in English conducive to meeting the basic human needs in the area of oral health. The students in this course must hold a university faculty or government position at the time of application, maintain such a position through the study period, and intend to resume said position after completing the course. The timing and period of study at TMDU depend on the type of research and the situation of the student*.

*For a model curriculum, please see below.



Students enrolled in this 4-year course are eligible to submit a dissertation based on their research work to the Tokyo Medical and Dental University Graduate School. If the Graduate School deems the dissertation sufficient to earn a doctoral degree, the students will be awarded a Doctor of Philosophy in Dental Science or Doctor of Philosophy.

1. Number of students to be admitted
2-3 students

2. Field of recruitment

Courses offered in the field of dental research by the Graduate School of Medical and Dental Sciences

<https://reins.tmd.ac.jp/theme?m=home&l=en>

3. Enrollment Period

April 2022 – March 2026

4. Applicant Qualifications

- (1) Applicants who hold a university faculty or government position at the time of application, will maintain that position through the study period, and will resume said position after completing the course.
- (2) Academic Background: Completion of 18 years of formal schooling, Doctor of Dental Surgery degree (DDS) or an equivalent degree outside Japan.
- (3) Health: Applicants must be in good health.
- (4) Language Ability: Applicants must be proficient in English.

Note: Applicants must be financially responsible for all fees (including entrance exam fee, admission fee, and tuition) and all travel and accommodation expenses for their stay in Japan.

5. Application period and mailing address:

- (1) Period: From **October 11 to 22, 2021**
- (2) Mailing address: Graduate School Admission Team, Admissions Section,
Institute of Education, Tokyo Medical and Dental University
1-5-45 Yushima, Bunkyo-ku, Tokyo 113-8510, Japan

Application documents should be mailed by express, registered mail (EMS), no later than the deadline. Please note that it may take considerable time for the package to arrive at TMDU depending on from where it is mailed.

6. Application Procedure

- (1) Applicants are required to contact a prospective supervisor at TMDU to discuss on their research and education plans before applying for this course.
- (2) Application Documents: Please submit all of the following documents in one package to the Admission Section of the Institute of Education.
 - i. Application form (TMDU Form [Form 1])
A photograph or digital image taken within the previous 6 months; 4×3 cm in size, upper frontal view, without a hat. Write your name and nationality on the back, and paste it on the application form as indicated.
 - ii. Field of Study and Research Plan (TMDU Form [Form 2])
 - iii. Study plan to be prepared by the applicant's prospective supervisor at TMDU (TMDU Form [Form 3])
Applicants need to contact and discuss their study plan with the prospective supervisor at TMDU and ask him or her to submit Form 3.

- iv. Letter of consent from employer (TMDU Form [Form 4])
- v. International application form for graduate school admission (TMDU Form [Form 10])
- vi. Recommendation Letter

Required: A letter of reference from the head of the institution/dental school to which the applicant belongs(TMDU Form [Form R*])

Desired: A letter of reference from a supervisor who knows the applicant personally

- vii. Official academic transcript and Certificate of (expected) graduation from university Japanese or English transcript issued by alma mater
- viii. Official academic transcript and Course completion (or expected completion) certificates of graduate school Master's or Doctoral program Japanese or English transcript issued by alma mater (Only applicants who have completed (or expect to complete) graduate school)
- ix. Copy of Master's thesis or its equivalent in English (if applicable). If the applicant attended a master's program that does not require a master's thesis, please state so and submit its equivalent, if any
- x. A photocopy of a passport
- xi. Original score record of the TOEFL-iBT/IETLS taken within 2 year
- xii. Entrance exam fee payment certificate (36,000JPY)

Please arrange bank transfer for the examination fee (36,000JPY), remittance fees and Yen exchange transaction fees by telegraphic transfer. Any bank charges will be the applicant's responsibility. Your application may not be accepted if TMDU is unable to confirm your payment by October 22.

TMDU bank account information is as follows:

- Bank name: MUFG Bank, Head office
- Address: 2-7-1, Marunouchi, Chiyoda-ku, Tokyo, Japan
- SWIFT Code: BOTKJPJT (needed only for overseas money transfer)
- Beneficiary name:
National University Corporation Tokyo Medical and Dental University
- Account: Ordinary account- No.7897115

**In case the remitter's name is different from the applicant's name, please state the applicant's full-name in Bank Form.*

- xiii. Other documents

Documentation deemed necessary by TMDU, other than the preceding, may be requested.

KEY POINTS TO REMEMBER WHEN SUBMITTING THE DOCUMENTS

- Applicants should download [TMDU Form] from TMDU's website and submit both via post and e-mail. [<http://www.tmd.ac.jp/english/admissions/application/graduate/index.html>].
- Once submitted, application documents will not be returned for any reason.

- Applicants are advised to keep in close contact with their prospective supervisor and to regularly discuss their research in the course.
- All documents should be typed in Japanese or English on paper of the same size (A4 size, preferably).
A Japanese translation is needed if an official certificate is in a language other than English.

7. Selection Methods

Acceptance to the Graduate School is determined by a review of the application documents submitted and an oral examination by the panel through a teleconference system.

Date of oral examination: November 22 – 26, 2021 (further details, TBA)

8. Announcement of Successful Applicants

December 24, 2021

Announcement will be posted on the university website (<http://www.tmd.ac.jp/english/>).

We cannot respond to any inquiries regarding application screening or its results.

9. Admission Procedure

Successful applicants must follow the required procedures as instructed including completing the payment (admission fee and tuition), and submitting the pledge attesting to the fact that they hold a university faculty or government position, and that they intend to resume that position upon completion of the TMDU course.

Detailed procedures will be released after the announcement of the results.

- (1) Period: January 7 – 13, 2022
- (2) Office hours: 9:00 to 17:00 Monday - Friday
- (3) Place: Graduate School Admission Team, Admission Section, Institute of Education, TMDU
(Building 1 West, 1st Floor)
- (4) Tuition and Other Costs (As of FY 2021)

Admission fee:	282,000 JPY
Tuition:	267,900 JPY (Six months)
	535,800 JPY (One year)

10. Other

- (1) Changes to the contents of an application (including change in the department you want to enter) are not allowed after the application package has been submitted.
- (2) If the name shown on a certificate in your application package differs from that shown on your application form, be sure to attach proof of the change of your name.
- (3) If applicants need special consideration (for example, due to a physical disability), please let us know at the time you submit your application.
- (4) If any difference is found between facts and matters as described in your application documents, your enrollment may be canceled.

(5) Handling of personal information

- A) Personal information is collected in the application process and selection process, and may be used to carry out health guidance or education after admission. It will not be used for any other purpose.
- B) Regarding personal information collected in the process of selecting entrants, the “National University Corporation Tokyo Medical and Dental University Personal Information Management Rules” will be followed and TMDU will not disclose any such information to third parties without consent of the applicant.

(6) Applicants are advised to acquire some knowledge of Japanese culture, customs, climate, and the university system before coming to Japan. The use of English is given priority in study and research; however, some ability to speak Japanese will be needed right away to conduct your daily affairs in Japan. It is strongly advised, therefore, that international students acquire some level of Japanese language proficiency before starting at the university.

Graduate School Admission Team, Admission Section, Institute of Education
Tokyo Medical and Dental University
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E-mail: nyu-grad@ml.tmd.ac.jp
URL: <http://www.tmd.ac.jp/english/admissions/application/graduate/index.html>



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