

Foreign Student Office  
Dept. of Civil & Environmental Engineering  
Saitama University  
255 Shimo-Okubo, Sakura-ku Saitama 338-8570  
Japan

Do not  
Affix  
Stamp  
here



Thank you for your interest in the Graduate Program of the Department of Civil and Environmental Engineering at Saitama University.

This is to acknowledge the receipt of your application forms for  Spring (April)  Fall (October) session of 20..... of  Master's  Doctoral program.

The following documents are missing from your application materials:

.....  
.....  
.....

Your application documents are  complete  incomplete and therefore  will be considered for admission.

will not be considered unless we receive the above mentioned official documents by....., 20.....

.....  
FSO Secretary

## INTERNATIONAL GRADUATE PROGRAM ON CIVIL AND ENVIRONMENTAL ENGINEERING

2012

As part of the International Graduate Program at Saitama University, the Department of Civil and Environmental Engineering (DCEE) offers highly qualified students the opportunity to pursue graduate studies and conduct research in Civil and Environmental Engineering leading to a Master of Engineering Degree or a Doctor of Engineering/Philosophy Degree. The program starts in either April or October and requires a standard two-year residency for the completion of a master's degree and three years for a doctoral degree. Class instruction, research supervision and guidance are conducted in English, as well as dissertations, reports, examinations and presentations by students.

### 1. QUALIFICATIONS

An applicant must fulfill the following qualifications:

- Have a master's degree or equivalent research experience for an applicant to the doctoral degree program; a bachelor degree or equivalent professional experience for an applicant to the master's degree program.
- Have an indicative minimum score of English language proficiency test: 550 for TOEFL (PBT) or 5.5 for IELTS or equivalent.
- Be in good mental and physical health.

Additional qualifications are described below separately by the category of applicant:

#### (A) An Applicant who is Applying for Admission under Scholarship

DCEE is currently administering three scholarship programs: the Monbukagakusho<sup>1</sup> Scholarship, ADB-JSP<sup>2</sup>, and JJ/WB GSP<sup>3</sup>. Details of these scholarships and requirements are provided in the sections below.

<sup>1</sup> Ministry of Education, Culture, Sports, Science and Technology of the Government of Japan

<sup>2</sup> Asian Development Bank-Japan Scholarship Program

<sup>3</sup> Joint Japan/World Bank Graduate Scholarship Program

(A-1) An applicant for doctoral degree program with the Monbukagakusho Scholarship must:

- be a citizen of a country where the Japanese Government Scholarship is offered.
- be under 35 years of age as of April 1, 2012. (i.e. born on or after April 2, 1977)

If awarded the scholarship, the applicant must be able to come to Saitama University by October 7, 2012. An applicant who was an awardee of the Japanese Government Scholarship during the last three years is not eligible for this scholarship program.

(A-2) An applicant for master's degree program with the ADB-JSP Scholarship must:

- be a citizen of a member country of the Asian Development Bank.
- be not more than 35 years old at the time of application.
- agree to return to his/her home country after completion of study.
- not be an Executive Director, an Alternate Director, an official or a staff member of the Asian Development Bank and other international organizations. This includes a close relative.
- live or work in his/her home country.
- have at least two years of full-time professional work experience acquired after a university degree at the time of application.

(A-3) An applicant for master's degree program with the JJ/WB GSP Scholarship must:

- be a citizen of a member country of the World Bank.
- be born after March 31, 1972.
- agree to return to his/her home country after completion of study.
- not be an Executive Director, an Alternate Director, an official or a staff member of the World Bank Group. This includes a close relative.
- have at least two years of full-time professional work experience acquired after a university degree in his/her home country or in another developing country.

**(B) An Applicant who is Applying for Admission Only**

Those who will be self-supported or have secured scholarship/financial support from sources other than DCEE administered scholarships must provide evidence that he/she is financially able to bear the expenses while pursuing their degree.

**(C) An Applicant who is Residing in Japan at the Time of Application**

They should enroll under the regular master/doctoral program of the Graduate School of Science and Engineering, of which the admission procedures are different from the International Graduate Program on Civil and Environmental Engineering. However, international students admitted through this process will be entitled to the benefits described above as the constituencies of the International Graduate Program on Civil and Environmental Engineering. Such candidates, who seek admission under the regular program, are advised to contact the Graduate School directly for further details. Please note that the deadlines for the regular program are different from those given on this form.

**2. SELECTION CRITERIA AND PROCEDURE**

Evaluation of applications will be based on the candidate's scholastic ability and research potential assessed from previous credentials, recommendation letters and essays on specific topics. The lists of candidates nominated by the DCEE are sent to the Ministry, ADB, and World Bank respectively for final approval. During the selection process, short-listed candidates may be contacted through internet-based interviews or other appropriate means. Details of these interviews will be sent out to short-listed candidates.

**3. SCHEDULE FOR APPLICATIONS AND ADMISSION**

The schedule for the application and admission process is as follows:

**(A-1) Doctoral applicants who are seeking admission with Monbukagakusho scholarship**

December 20, 2011	deadline for receiving applications
January 20, 2012	notification of results to short-listed candidates
January 20-29, 2012	internet-based interviews for short-listed candidates
March 31, 2012	notification of results to applicants
October 7, 2012	Graduate program begins

**(A-2) Master's applicants who are seeking admission with ADB-JSP scholarship**

October 20, 2011	deadline for receiving applications
March 31, 2012	notification of results to applicants
April 10, 2012	Graduate program begins

**(A-3) Master's applicants who are seeking admission with JJ/WB GSP scholarship**

October 20, 2011	deadline for receiving applications
March 31, 2012	notification of results to applicants
October 7, 2012	Graduate program begins

**(B) Applicants who are only seeking admission, and are self-funded or have already obtained other scholarships/financial assistance**

November 1, 2011	deadline for receiving applications for the April (2012) intake
December 20, 2011	notification of results to applicants for the April (2012) intake
April 10, 2012	Graduate program begins
April 15, 2012	deadline for receiving applications for the October (2012) intake
June 20, 2012	notification of results to applicants for the October (2012) intake
October 7, 2012	Graduate program begins

**4. REQUIRED DOCUMENTS**

- a) Completed application form (Form A)
- b) Official academic transcripts stating the grades obtained during previous undergraduate and graduate programs

- c) Two letters of recommendation (Form B)
- d) Essays on selected topics (Form C)
- e) A concise resume (Form D)
- f) Filled out address labels and a return postcard (enclosed in the application package)
- g) Certificate of English proficiency (an official score of TOEFL or IELTS or equivalent)  
Department institutional code for TOEFL: 7314
- h) Latest Income Tax Return or Certification of Annual Salary (ADB-JSP only)
- i) Certification of Family Income (Parent's Income if single or Spouse's Income if married) (ADB-JSP only)

## 5. TUITION FEES AND LIVING EXPENSES

The tuition and admission fees for the 2011-2012 session, which are the same for the master's and doctoral programs, and the estimated living expenses are:

- Tuition Fee: 535,800 yen per year
- Admission Fee: 282,000 yen upon admission
- Cost of Living: about 120,000 to 150,000 yen per month

## 6. SCHOLARSHIP AND FINANCIAL ASSISTANCE

The program admits about 15 to 20 students to the master's course and 7 to 10 to the doctoral course. Scholarships offered by the Monbukagakusho, ADB-JSP and JJ/WB GSP are available to students who have demonstrated academic excellence. Each year scholarships are granted to about seven new doctoral students and to about fifteen new master's students.

All scholarships cover tuition and academic fees, a monthly allowance ranging from 154,000 to 155,000 yen and round-trip economic airfare from the awardee's home country. The Monbukagakusho Scholarship is granted for up to three years based on the satisfactory performance of the student. The master's degree scholarships are granted for two years. Neither scholarships are extendable beyond three and two years, respectively. The master's degree scholarships require the awardees to return to their home countries upon completion of study to contribute to their country's development.

## 7. FACULTY MEMBERS AND RESEARCH FIELDS

Faculty members who are affiliated with DCEE are listed below. Their research topics are related to civil and environmental engineering including geotechnology for disaster prevention, earthquake engineering and earthquake disaster mitigation engineering, structures and mechanics, concrete structures, planning and design of transportation infrastructure, strengthening and rehabilitation of civil infrastructures, environmental engineering, and ecological engineering.

### Professor

IWASHITA, Kazuyoshi, D. Eng.	Mechanics of granular materials, Dynamic properties of soil materials, Seismic soil structure interaction
KAWAKAMI, Hideji, D. Eng.	Earthquake engineering, Lifeline systems, Strong ground motion, Earthquake response of structures, Structural safety and reliability, Seismic design
KUBOTA, Hisashi, D. Eng.	Planning and design of streets in local areas, Citizen involvement in local planning, Traffic-impact study in large-scale facilities
KUWANO, Jiro, D. Eng.	Geotechnical engineering, Geotechnical earthquake engineering
MUTSUYOSHI, Hiroshi, D. Eng.	Reinforced concrete and prestressed concrete, Earthquake engineering for concrete structures, Externally prestressed concrete structures, Application of new materials to concrete
OKUI, Yoshiaki, D. Eng.	Applied mechanics, Bridge engineering, Micromechanics and fracture mechanics
TANAKA, Norio, D. Eng.	River engineering, River environmental engineering
TSUNOKAWA, Koji, Ph. D.	Infrastructure management, Transport planning
WATANABE, Kunio, D. Eng.	Hydrogeology, Nuclear waste disposal geotechnology, Run-off analysis for mountainous watershed, Hydraulics in fractured rock mass
YAMAGUCHI, Hiroki, D. Eng.	Structural dynamics, Vibration control, Nonlinear dynamics, Wind engineering, Aerodynamic stability of cable structures

### Associate Professor

KAWAMOTO, Ken, D. Agr.	Environmental soil mechanics
MAKI, Takeshi, D. Eng.	Concrete engineering
MATSUMOTO, Yasunao, Ph. D.	Structural dynamics, Human response to vibration
MOGI, Hidenori, D. Eng.	Earthquake engineering, Earthquake ground motion
OGUCHI, Chiaki, D. Sci.	Geosphere material sciences, Rock weathering and geomorphology
OSADA, Masahiko, D. Eng.	Rock mechanics, Applied geology
SAITOH, Masato, D. Eng.	Earthquake engineering, Seismic design of structures
SAKAMOTO, Kunihiko, D. Eng.	Transportation planning, Traffic simulation for traffic-impact study
SUZUKI, Kiichi, D. Eng.	Constitutive models, Liquefaction analysis
YAMABE, Tadashi, D. Eng.	Rock mechanics, Mechanics of fully coupled thermal-mechanical-fluid flow phenomena for geomaterials, Dynamic properties of soft rocks and rock masses

### Assistant Professor

ASAMOTO, Shingo, D. Eng.	Concrete engineering
FURUSATO, Eiichi, D. Eng.	Environmental hydraulics
HAMAMOTO, Shoichiro, D. Eng.	Soil mechanics and Soil physics
SANTOSO, Djoen San, Ph. D.	Travel demand analysis, Transportation planning, Built environment
TACHIBANA, Shinya, D. Eng.	Geotechnical engineering and environment
TANIYAMA, Hisashi, D. Eng.	Earthquake engineering and seismology
YAGISAWA, Junji, Ph. D.	River engineering

## **8. CORRESPONDENCE**

All correspondence and inquiries should be addressed to:

Foreign Student Office (FSO)  
Department of Civil and Environmental Engineering  
Saitama University  
255 Shimo-Okubo, Sakura-ku, Saitama-shi  
Saitama, Japan 338-8570  
Phone/Fax: +81-48-858-3555  
Email: [fso@sun.civil.saitama-u.ac.jp](mailto:fso@sun.civil.saitama-u.ac.jp)  
<http://www.civil.saitama-u.ac.jp/fso/>



14. Educational Background:

(a) Bachelor's Degree \_\_\_\_\_ Major \_\_\_\_\_  
University \_\_\_\_\_  
Location \_\_\_\_\_ Period: from \_\_\_\_\_ to \_\_\_\_\_  
Class Rank: \_\_\_\_\_ Total Number of Students: \_\_\_\_\_ Grade or G. P. A. \_\_\_\_\_  
Awards, Honor, Scholarships received \_\_\_\_\_

(b) Master's Degree \_\_\_\_\_ Major \_\_\_\_\_  
Institution \_\_\_\_\_  
Location \_\_\_\_\_ Period: from \_\_\_\_\_ to \_\_\_\_\_  
Class Rank: \_\_\_\_\_ Total Number of Students: \_\_\_\_\_ Grade or G. P. A. \_\_\_\_\_  
Awards, Honor, Scholarships received \_\_\_\_\_

(c) Other Academic Training: Specialization \_\_\_\_\_  
Institution \_\_\_\_\_  
Location \_\_\_\_\_ Period: from \_\_\_\_\_ to \_\_\_\_\_  
Class Rank: \_\_\_\_\_ Total Number of Students: \_\_\_\_\_ Grade or G. P. A. \_\_\_\_\_  
Awards, Honor, Scholarships received \_\_\_\_\_

15. Rate your proficiency in the English Language:

Reading	<input type="checkbox"/>	<i>poor</i>	<input type="checkbox"/>	<i>average</i>	<input type="checkbox"/>	<i>good</i>	<input type="checkbox"/>	<i>excellent</i>
Writing	<input type="checkbox"/>	<i>poor</i>	<input type="checkbox"/>	<i>average</i>	<input type="checkbox"/>	<i>good</i>	<input type="checkbox"/>	<i>excellent</i>
Speaking	<input type="checkbox"/>	<i>poor</i>	<input type="checkbox"/>	<i>average</i>	<input type="checkbox"/>	<i>good</i>	<input type="checkbox"/>	<i>excellent</i>
Listening	<input type="checkbox"/>	<i>poor</i>	<input type="checkbox"/>	<i>average</i>	<input type="checkbox"/>	<i>good</i>	<input type="checkbox"/>	<i>excellent</i>

Certificate of English Proficiency (TOEFL, IELTS or equivalent):

TOEFL score \_\_\_\_\_ date taken \_\_\_\_\_  IELTS score \_\_\_\_\_ date taken \_\_\_\_\_  
 others name of test: \_\_\_\_\_ score: \_\_\_\_\_ date taken: \_\_\_\_\_

16. Other comments (interests, achievements, skills, publications) which might be important to your application

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17. List other universities or graduate schools (in Japan or other countries) that you are also applying to:

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18. Name two persons who can give us critical evaluation of your qualifications:

(a) \_\_\_\_\_ (b) \_\_\_\_\_

I \_\_\_\_\_, the undersigned, herewith certify that all of the above information is true and correct at the time of completion.

Signature:

Date:

LETTER OF RECOMMENDATION

Note to the applicant: Application for admission requires recommendations from two persons well acquainted with your intellectual ability and personality. Fill in your name and give this form to the recommender.

Name of Applicant: \_\_\_\_\_ Nationality: \_\_\_\_\_

Note to the recommender: Please complete this form, **seal in an envelope and sign across the seal**, and return to the applicant. This letter will be held in the strictest confidence, and we would value very much your critical evaluation of the intellectual ability and personality of the applicant with regard to pursuing advanced study and research. Thank you very much.

Name of recommender: \_\_\_\_\_

Position / Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone No.: \_\_\_\_\_ Facsimile No.: \_\_\_\_\_

How long (years, months) have you known the applicant? \_\_\_\_\_

Under what circumstances have you known the applicant? \_\_\_\_\_

How often have you observed him/her?  Daily  Weekly  Monthly  Rarely

In comparison with other students in the same field, how would you rate the applicant's overall scholastic ability?

- Truly exceptional --- One of the best you have known.
- Outstanding --- Top 5%  Average --- Upper 50%
- Excellent --- Top 10%  Below average --- Lower 50%, but recommended
- Good --- Strong ability, but not in the top 10%  Not recommended

Some gifted individuals may get mediocre scholastic records. In your opinion, is the applicant's scholastic record an accurate index of his/her scholastic ability?  yes  no  don't know

If you answer 'no' please explain briefly: \_\_\_\_\_

Evaluate the applicant's ability to work with others  Outstanding  Good  Average  Poor  
Evaluate the applicant's English proficiency (Writing)  Outstanding  Good  Average  Poor  
English proficiency (Speaking)  Outstanding  Good  Average  Poor

Your overall evaluation of the applicant:  Strongly recommended  Recommended  
 Recommended with reservation  Not recommended

Additional comments, if any: \_\_\_\_\_ (Please use the back of this sheet)

Signature:

Date:

LETTER OF RECOMMENDATION

Note to the applicant: Application for admission requires recommendations from two persons well acquainted with your intellectual ability and personality. Fill in your name and give this form to the recommender.

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Position / Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_ Telephone No.: \_\_\_\_\_ Facsimile No.: \_\_\_\_\_

How long (years, months) have you known the applicant? \_\_\_\_\_

Under what circumstances have you known the applicant? \_\_\_\_\_

\_\_\_\_\_

How often have you observed him/her?  Daily  Weekly  Monthly  Rarely

In comparison with other students in the same field, how would you rate the applicant's overall scholastic ability?

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If you answer 'no' please explain briefly: \_\_\_\_\_

Evaluate the applicant's ability to work with others  Outstanding  Good  Average  Poor  
Evaluate the applicant's English proficiency (Writing)  Outstanding  Good  Average  Poor  
English proficiency (Speaking)  Outstanding  Good  Average  Poor

Your overall evaluation of the applicant:  Strongly recommended  Recommended  
 Recommended with reservation  Not recommended

Additional comments, if any: \_\_\_\_\_ (Please use the back of this sheet)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Nationality: \_\_\_\_\_

**Essay 1. Your Field of Study in the past :**

- (a) write in detail (at least 600 words) on separate papers as attached pages
- (b) summarize (in less than 150 words) within the block space below

**Essay 2. Your Proposed Plan of Study :**

- (a) write in detail (at least 600 words) on separate papers as attached pages
- (b) summarize (in less than 150 words) within the block space below

**Essay 3. In your opinion, what is the most important engineering (infrastructure or environmental related) issue that should be addressed in your local community. Justify your choice and envision a role for yourself.**

- (a) write in detail (at least 600 words) on separate papers as attached pages
- (b) summarize (in less than 150 words) within the block space below

# RESUME

1. Name: ..... Nationality: .....

2. Date of Birth: ..... Year ..... Month ..... Day ..... Place of Birth: .....

3. Address: .....

4. Marital Status:  Married  Single Spouse's Name: .....

5. Educational Background:

	Name and Address of School	Number of Years	Year/Month of Entrance and Completion	Major Subjects	Diploma or Degree Awarded
Junior High School		years	From: To:		
Senior High School		years	From: To:		
College (if any)		years	From: To:		
Undergraduate		years	From: To:		
Graduate		years	From: To:		
Total years of schooling mentioned above		years			

6. Experience of your study in Japanese Language:

*Name of School*                      *Address*                      *Date of Entrance*                      *Date of Graduation*

.....

7. Work Experience:

*Name of Organization*                      *Address*                      *From*                      *To*

1. ....

2. ....

3. ....

4. ....

5. ....

8. Past Entry into/Stay in Japan:

	<i>Date of Arrival</i>	<i>Date of Departure</i>	<i>Status</i>	<i>Purpose of Entry</i>
1.	.....	.....	.....	.....
2.	.....	.....	.....	.....
3.	.....	.....	.....	.....
4.	.....	.....	.....	.....
5.	.....	.....	.....	.....

9. Reason for study in Japan:

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.....

10. Plan after you return to your home country:

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I ....., the undersigned, herewith certify that all of the above information is true and correct at the time of completion.

.....Year .....Month .....Day

Signature: .....