|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **April 2021 Ph.D. Researcher Training Program Application Form**  Special Selection for International Students  Graduate School of Business Administration, Hitotsubashi University | | | | | | | | | | | | | | | | | | | | | | | | | | | No. | | | ※University use | | | | | | | | |
| **Research Field** | □Business Management　□Innovation　□Marketing　□Accounting Program　□Finance | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Academic adviser** | (Please choose one your preferred academic adviser from the list [p.8].) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Research subject** |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Name** | Furigana |  |  |  |  |  |  | |  |  |  |  | |  | |  |  |  | |  |  |  |  |  |  |  | |  |  | |  |  | |  |  |  |  |  |
| Native language |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|
| Roman alphabet |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Gender** | □Male　　□Female | | | | | | | **Citizenship** | | | | | | | (Name of Country) | | | | | | | | | | | | Paste your photograph of the head and shoulders with clear face taken within the past 3 months.  Write your name and preferred program (PhD Program) in block letters on the back of the photo.  (4cm×5cm photo) | | | | | | | | | | | |
| **Date of birth** | Month / Day / Year | | | | | | | **Age** | | | | | | |  | | | | | | | | | | | |
| **Latest academic background** | Graduate field of study / Graduate degree earned | | | | | | | | | | | | | | | | | | | | | | | | | |
| □Conferred  Month / Day / Year　 □Expected | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Current contact** | Mailing address:  Home telephone:　　　　　　　　　　　　　　Cellular phone:  E-mail(PC): | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Emergency contact** | Mailing address:  Home telephone:　　　　　　　　　　　　　　Cellular phone:  E-mail: | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Educational background**  (from Elementary School) | Name of Institution (location) | | | | | | | | | | | | Regular  Years | | | | | | Period | | | | | | | | | | | | | | Major subject /Degree earned (University) | | | | | |
| Elementary Education / Elementary School | | | | | | | | | | | |  | | | | | | From (MM/YYYY) To (MM/YYYY)  ～ | | | | | | | | | | | | | |  | | | | | |
| Secondary Education / Lower School | | | | | | | | | | | |  | | | | | | ～ | | | | | | | | | | | | | |  | | | | | |
| Secondary Education / Upper School | | | | | | | | | | | |  | | | | | | ～ | | | | | | | | | | | | | |  | | | | | |
| Higher Education / Undergraduate Level | | | | | | | | | | | |  | | | | | | ～ | | | | | | | | | | | | | |  | | | | | |
| Higher Education / Graduate Level | | | | | | | | | | | |  | | | | | | ～ | | | | | | | | | | | | | |  | | | | | |
| **Research /**  **Work experience** | Name of Research Institute / Company (location) | | | | | | | | | | | | Number of Years | | | | | | Period | | | | | | | | | | | | | | Research theme  / Final job title | | | | | |
|  | | | | | | | | | | | |  | | | | | | From (MM/YYYY) 　 To (MM/YYYY)  ～ | | | | | | | | | | | | | |  | | | | | |
|  | | | | | | | | | | | |  | | | | | | ～ | | | | | | | | | | | | | |  | | | | | |
|  | | | | | | | | | | | |  | | | | | | ～ | | | | | | | | | | | | | |  | | | | | |
|  | | | | | | | | | | | |  | | | | | | ～ | | | | | | | | | | | | | |  | | | | | |
| 1. Use block letters and Arabic numerals. 2. Proper nouns should be written in full and not abbreviated. 3. Write location in columns of educational background and research/work experience only if it is outside Japan. 4. If the blank spaces above are not sufficient for the information required, please attach a separate sheet. | | | | | | | | | | | | | | | | | | | **Notes**  Status of residence □ Student　□ Other (Specifically　 　　　 )  Scholarship □ Government-financed □ Privately financed | | | | | | | | | | | | | | | | | | | |

Instructions on Application Form

1. The years and dates should be written in the Anno Domini (AD) system.
2. If the blank spaces are not sufficient for the information required in each column such as “Educational background” and “Research/work experience,” please attach a separate sheet.
3. You should choose your research field and academic advisor from your field. The potential advisers are listed in p.9(Shusa Ichiran). It is impossible for you to choose an adviser who is not listed even if he/she belongs to our faculty.
4. The research subject in your application form should be the same as what is written in your research proposal.
5. Please insert one space character between your family name and first name in the column of “name in furigana.” A voiced sound symbol or a semi-voiced sound symbol does not need to be divided with a character.
6. If you have a Korean nationality, please enter your name in both Hangul (Korean) characters and Chinese characters in the column of the “name in native language.”
7. Please enter your family name first, then your first name, if necessary, your middle name in the column of the “name in Roman alphabet.” Especially, if you have a foreign nationality, please be careful for the order of your first, middle and family name and enter your spelling exactly as it appears in your passport.
8. Please enter your age on the first day of the application period [p.4] in the column of the “age.”
9. Hitotsubashi University will send an acceptance letter and other documents on admissions procedures to your mailing address listed in the column of “current contact.” Also, Hitotsubashi University will send your admission ticket for an examination to the address you write on “the envelope for sending admission ticket.”
10. If you will be staying at a different location from your current address while you are completing the application process, please enter the address (where correspondence from Hitotsubashi University will be sure to reach you), phone number and e-mail address in the column of the “emergency contact.” If your address during the application period will be the same as your current address, please enter “same as above.” It is important for you to fill out the emergency contact information since Hitotsubashi University will need it to contact you in case that Hitotsubashi University finds any deficiency in your application documents. If Hitotsubashi University cannot contact you during the application period to solve your problems with your application, you will be disqualified from taking the examination.
11. Please write the names of all institutions in full starting with your elementary school to your most recent school in the column of the “educational background.” For any institution outside Japan, please also enter the location after the name of the institution. In addition, the name of any university should include a department, and the name of any graduate school should include the major. If you transferred to another institution or withdrew from the institution before graduation, please enter “transfer” or “withdrawal” after the name of the institution. It is not necessary for you to enter the name of any school attended only for the purpose of preparing for university entrance qualification examinations. However, if you studied in a Japanese school as an international student, please enter the name of it. If the name of the institution changed, please enter its previous name first (as it was at the time of your graduation) and then its current name: “previous university (current university).” The name of any university in Japan should include the classification such as “national,” “public,” and “private,” but the name of any university overseas should not include this classification mentioned above.
12. Please enter the name in full of any research institute/company where you engaged in full-time work in the column of the “research/work experience.” Please do not include part-time jobs except in the case of a director or an auditor. Also, please exclude any part-time jobs during your schooling, since these jobs are not regarded as research/work experiences in this application.
13. If the name of company changed because of merger or corporate name modification, please write as “the current company name” in the column of the “Research/work experience.” It is not necessary for you to enter them separately.

1. If you experienced *Shukko* (in Japanese) which means that your employer did not change but you worked in a different company from your employer, it is not necessary for you to enter the company name in the column of the “research/work experience.” However, in the case of *Tenseki* (in Japanese) which means you worked in the same company but your employer changed, please add the company name in the column.
2. Please enter your status exactly as it appears in your “residence card” in the column of “others” of “status of residence” in “Notes.” If you are not registered as alien in Japan, “passport” should be written in it.
3. All scholarships other than Japanese-government (Ministry of Education, Culture, Sports, Science and Technology) -financed ones are regarded as privately financed scholarships.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **April 2021 Ph.D. Researcher Training Program**  Special Selection for International Students  Photograph Card for Entrance Examination | | | | |
| NO. | ※University use | | | |
| Furigana |  | | | □ Male  □ Female |
| Name |  | | |
| Date of birth | Month / Day / Year | | |
| Paste your photograph of the head and shoulders with clear face taken within the past 3 months.  Write your name and preferred program (PhD Program) in block letters on the back of the photo.  (4cm×5cm photo) | | Interview | ※University use | |
|  |  | |

Please cut the photograph card along the dotted line and submit it.

Research Proposal

April 2021 Ph.D. Researcher Training Program, Special Selection for International Students

Graduate School of Business Administration, Hitotsubashi University

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of  the applicant |  | | | No. |
| ※University use |
| Name of your preferred Academic Adviser (required) | (the same as the adviser in your application form) | | |
| Research Field | □Business Management | □Innovation | □Marketing |  |
| □Accounting | □Finance |  |  |
| Research Subject | (the same as what is written in your application form) | | | |

Please describe your research proposal with this form for a cover (Approximately 3,000 characters in Japanese or 1,500 words in English) and make a total of 3 copies (one original and two duplicates) .

Also, please staple them together in two places (marked with the dotted line) on the left side.

|  |
| --- |
| 受　験　番　号 |
| ※記入しないこと  University use |

　Skype面接申込書

*Application Form for Skype Interview*

　　年　　月　　日

*Date*

*Year / Month / Date*

私は、「博士後期課程編入学試験 (外国人特別選考)」の第1次選考 (書類選考) に

合格した場合は、Skypeによる面接の受験を希望します。

*I hereby apply for a Skype interview in the event of passing the first round of the entrance examination for the Graduate School of Business Administration Ph.D. Program, Hitotsubashi University (Special Selection for International Students).*

Skype面接受験理由 (勤務先の国名・大学名等を記載すること)

*Describe the reason(s) why you wish to have a Skype interview (please include information about your place of study or work, including its name and location)*

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |

　　一橋大学大学院経営管理研究科長　殿

*To: Dean of the Graduate School of Business Administration, Hitotsubashi University*

|  |  |
| --- | --- |
| 署名  *Signature* |  |

|  |  |
| --- | --- |
| 電話番号  *Phone Number* |  |
| メールアドレス  *Email Address* |  |
| Skype ID |  |

|  |
| --- |
| 受　験　番　号 |
| ※記入しないことUniversity use |

　　正規雇用及び復職証明書  
　　CERTIFICATE OF EMPLOYMENT/REINSTATEMENT

年　　月　　日

*Date*

*Year / Month / Date*

一橋大学大学院経営管理研究科長殿

*To: Dean of the Graduate School of Business Administration, Hitotsubashi University*

　下記のものは、現在当組織に在職しており、日本での留学から帰国した後には当組織に復職する予定であることを証明します。

*I hereby certify that the person named below is an employee of our organization, and that person will be reinstated in our office after coming back to our country from Japan.*

|  |  |
| --- | --- |
| 国籍  *Nationality* |  |
| 氏名  *Name* |  |
| 生年月日  *Date of Birth* |  |
| 役職  *Position* |  |
| 職種  *Title* |  |

［証明者］

*Certified by:*

|  |  |
| --- | --- |
| 所属組織長名  *Name of the Head* |  |
| 肩書  *Title* |  |
| 所属組織名  *Name of Organization* |  |
| 署名  *Signature* |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 2021年度一橋大学大学院経営管理研究科  指導教員等の所見  (博士後期課程 (外国人特別選考) )  Letter of Reference to be submitted to  Graduate School of Business Administration, Hitotsubashi University | | 受　験　番　号 | | |
| ※記入しないこと  University use | | |
| これまでの研究の成果、将来の研究計画及び特記すべき能力など選考にあたって参考となる事項を具体的に御記入ください (日本語又は英語で御記入ください)。  *Please comment on the suitability of the applicant for admission, giving an evaluation of the applicant’s research program, intellectual ability and qualities. (Please use either Japanese or English)*  **志願者氏名 *Name of the applicant (Please print) :*** | | | | |
| 年月日 *Date*: | |  | | |
| 署　名*Authorized Signature*: | |  | | 印 (*if any*) |
| 氏　名 *Name (Please print)* : | |  | | |
| 職　名 *Position or Title*: | |  | | |
| 組織名 *Institution*: | |  | | |
| 所在地 *Address*: | |  | | |

※厳封の上、志願者にお渡しください。Please return this form as soon as possible directly to the applicant in a tightly sealed envelope.

