

Graduate School of Social Sciences, Hitotsubashi University

Doctoral Program

Application Documents

- 1. Requirements for Application**
- 2. Research Plan Cover Sheet**
- 3. Applying from Outside Japan**

Please check that you have each of the above documents.

Administration Office, Graduate School of Social Sciences, Hitotsubashi University
2-1 Naka, Kunitachi, Tokyo 186-8601, JAPAN
Email: info@soc.hit-u.ac.jp

Academic Year 2024 Graduate School of Social Sciences, Hitotsubashi University

Requirements for Application to the Doctoral Program

This document provides information for external candidates. Internal candidates i.e. those currently on a master's program at Hitotsubashi University or who already hold a master's degree from Hitotsubashi University, should see the 進学要項 (in Japanese only).

The Graduate School of Social Sciences aims to produce researchers with both broad and specialized knowledge, and professionals with a high level of expertise. The Graduate School comprises two institutes; candidates are affiliated to one of them depending on the major offered by the desired advisor the candidate specifies in their application. The Institute for the Study of Social Sciences seeks to equip its students with the desire and creativity to pursue academic knowledge in individual fields and apply that knowledge to more general areas. The Institute for the Study of Global Issues seeks to develop its students' capacity to tackle global issues in an interdisciplinary and creative manner, with an orientation toward practical solutions.

The doctoral program aims to foster independently capable researchers with advanced expertise, a wealth of learning, and outstanding research skills. Applications are welcome from those who, upon completion of the doctoral program, seek either to be active in a university or other research or educational institute, or to make use of their research skills as a leading professional in their field.

1. Number to be admitted:

Institute for the Study of Social Sciences: 32. This number includes both internal and external candidates.

Institute for the Study of Global Issues: 5. This number includes both internal and external candidates.

2. Eligibility to apply

Applicants to the program must satisfy one of the following criteria:

- (1) Have completed a master's program in the graduate school of another university or expect to complete it by March 2024.
- (2) Have completed the of the program of a professional graduate school or expect to complete it by March 2024.
- (3) Have a master's degree or professional degree or equivalent from a country outside Japan or expect to be awarded such a degree by March 2024.
- (4) Have a master's degree or professional degree or equivalent by taking subjects in Japan in a correspondence course of a school outside Japan, or expect to be awarded such a degree by March 2024.
- (5) Have a master's degree or professional degree or equivalent by completing a program, designated separately by the Minister of Education, Culture, Sports, Science and Technology, at an educational facility in Japan offering programs of a graduate school of another country accredited by that country's educational system.
- (6) Have a master's degree or equivalent by completing a program at the United Nations University, established based on a resolution of the United Nations General Assembly of December 11, 1972 and pursuant to Article 1 Paragraph 2 of the Act on Special Measures Incidental to Enforcement of the Agreement between the United Nations and Japan Regarding the Headquarters of the United Nations University (Act No. 72 of 1976).
- (7) Be at least 24 years old by April 1, 2024 and be recognized by this Graduate School through an individual qualification review as having academic ability at least equivalent to a master's degree or a professional degree.
- (8) Have graduated university, and have engaged in research at a university or a research institute, etc. for not less than two years, and be recognized by this Graduate School based on their achievement as having academic ability at least equivalent to a master's degree.
- (9) Have engaged in research at a university or a research institution for not less than two years after completing 16 years of school education outside Japan, or after completing 16 years of school education by taking subjects in Japan in a correspondence course of a school outside Japan, and be recognized by this Graduate School based on their achievement as having academic ability at least equivalent to a master's degree.

Note 1: Persons applying under criteria (3) (8) (9) must inquire in advance by email to the Administration Office of the Graduate School of Social Sciences regarding their eligibility, no later than November 24, 2023.

Note 2: Persons applying under criterion (7) will undergo an individual qualification review prior to the application period. Please inquire to the Administration Office of the Graduate School of Social Sciences by email. Documents necessary for the individual qualification review should be submitted between November 13, 2023 and November 24, 2023. The results of the review are expected to be sent by around December 15, 2023.

3. Application period

Application registration period on the web and application documents submission period

January 4, 2024 (Thursday) to January 9, 2024 (Tuesday)

Application documents will be accepted no later than 17:00 JST on Tuesday, January 9, 2024.

4. Application procedures

Both "Registration of your application on the Graduate School Online Application page" and "Postage of the application documents" are required for the application procedures.

(1) Registration of your application on the Graduate School Online Application page

Please access the following website within the application period and enter information as required.

<https://reg31.smp.ne.jp/regist/is?SMPFORM=nitj-lesbpf-6eb53e20eb925ee7dec0f2c79c02fe25>



Information to be entered on the Graduate School Online Application page

Please refer to "Graduate School Application Process" posted on the web application page and proceed with the registration according to the instructions on the page.

You do not have to fill in the "Qualifications" field of the web application form.

In the "Research topic" field of the web application form, enter the same information as the title of research project of "Research Plan" in **5. Application and examination fees**.

In the "Matters requiring special mention 1" field of the web application form, enter the name of the desired academic supervisor you specified in the "Research Plan". ("Undecided" is not possible.)

In the "Matters requiring special mention 2" field of the web application form, enter the name of the major you specified in the "Research Plan" (either "Social Sciences" or "Global Issues").

In the "Matters requiring special mention 3" field of the web application form, enter the field of study you specified in the "Research Plan" (one of "Sociological Studies", "Studies for Well-being and Inclusive Society", "Studies in History and Culture", and "Cross-Boundary Studies".)

You must upload a photo of yourself on the web application form, but you do not need to upload your application documents online. Please submit your application documents by post.

(2) Postage of the application documents

Persons wishing to apply from outside Japan should follow the procedures given in the attachment "Applying from Outside Japan" rather than those given in this section.

Enclose the full set of application documents in an envelope marked in red on the lower left with **APPLICATION DOCUMENTS** and send **by registered mail** to the following address.

Administration Office, Graduate School of Social Sciences, Hitotsubashi University, Naka 2-1, Kunitachi, Tokyo 186-8601, JAPAN.

5. Application and examination fees

Documents and materials	Remarks
Application for Admission Form	Four printouts of the Application for Admission Form that can be downloaded from the Individual Candidate Page after registering the application on the Graduate School Online Application page. Please staple each copy individually.
Master's thesis, etc.	Three copies of thesis. Applicants who have earned or expect to earn a master's degree or equivalent without submitting a master's thesis should provide three copies of a research paper in place of the thesis. Note that in case of a significant divergence between the contents of the thesis or other research paper submitted and the research theme to be studied in the doctoral program, the submission of a supplementary paper besides the thesis, written in Japanese or English, is permitted. Provide three copies of this paper as well.

Abstract of master's thesis, etc.	Four copies of an abstract, in Japanese (around 4,000 characters) or in English (around 1,600 words), of the master's thesis or research paper submitted in place of a master's thesis. If a supplementary paper is submitted, provide four copies of an abstract of this paper as well (4,000 characters if in Japanese or 1,600 words if in English). Use A4 paper and include a cover sheet labelled "Abstract" followed by the title of the paper and your name. Please staple each copy individually.
Research Plan	Four copies. Prepare in Japanese (2000 characters maximum), or in English (800 words maximum). One copy should be prepared using the prescribed paper as a cover sheet; the other three should be duplicates of this, including the cover sheet. On the cover sheet, include the name of the faculty member desired as your advisor after acceptance into the program. Please staple each copy individually.
Master's program certificate of completion/prospective completion	One copy. This must be provided by the head of your university or graduate school dean. Persons from foreign school (persons applying under criteria (3) or (4) of 2. Eligibility for application) should also provide one copy of a certificate indicating the earned degree (M.A., M.S., etc.). The master's program certificate of completion/prospective completion itself is sufficient, however, if it includes indication of the degree (M.A. or M.S.) obtained or to be obtained.
Transcript	One copy. This must be provided by the head of your university or graduate school dean.
Copy of Residence Card, etc.	Foreign national applicants only. Submit one copy of your Residence Card (or Alien Registration Card) indicating the status and period of residence). If you have not yet been issued a Residence Card (or Alien Registration Card), please submit a copy of your passport.
Examination fee 30,000 yen	<u>When paying in Japan</u> In principle during the application period , make payment by bank transfer, convenience store, Pay-easy, internet banking, or credit card. -Bank transfer Make payment to the Kunitachi Branch of Sumitomo Mitsui Bank as follows. Account type: "Futsu" Account no.: 7761819 Account name: Hitotsubashi University Transfer the amount of 30,000 yen and submit a copy of a certificate attached to A4 paper to show the transfer, along with your application. -Convenience store, Pay-easy, internet banking or credit card Go to the following website: https://www.hit-u.ac.jp/faculties/graduate/examfee.html Follow the instructions on the website and submit an A4 copy of a certificate to show the transfer, along with your application. <u>When paying from outside Japan</u> See the accompanying document "Applying from Outside Japan". Note that no examination fee is required of students receiving a scholarship from the Japanese Government (Ministry of Education, Culture, Sports, Science and Technology), in which case submit a certificate to that effect issued by your university.

Note 1: Graduates or prospective graduates from two or more graduate schools should submit a certificate of completion/prospective completion and transcripts from each of the graduate schools.

Note 2: Attach a Japanese translation of all submitted documents written in a language other than English or Japanese.

Note 3: If only a copy of a foreign-issued certificate can be submitted, have it certified by an embassy or other public agency as a copy of the original document, and submit this certificate. Be aware that the People's Republic of China embassy and consulates in Japan do not issue documents certifying the authenticity of copies of diplomas or transcripts issued in China, or certifying the authenticity of translations of the original. Notarization or authentication of diplomas and transcripts issued in China must be performed in China, either at the China Higher-education Student Information (CHSI) in Beijing, or at notarization offices in other parts of China (those recognized by the judicial agency in each region). The CHSI also accepts applications from outside China by mail for certification procedures. Applicants requiring a certificate of (prospective) graduation or (prospective) completion from an educational institution in China are urged to begin the procedures at an early date.

6. Selection process and criteria

In the first-stage examination, based on the submitted thesis and application documents, the applicant's research level, academic importance of the research project, match to the fields of this Graduate School, and feasibility of the research plan are assessed. Another factor considered is whether the school has a faculty

member able to provide guidance in the area of the research project. Those who pass the first stage go on to the second-stage examination.

The second stage is an interview. The interview assesses the applicant's understanding of, ability to explain, and capacity to carry out the research described in the application. The interview is also used to assess whether the applicant has the foreign or Japanese language ability necessary for the research. Depending on the nature of the research project, the language ability assessment may be done orally or using written materials. If, however, conducting a language competency test is considered inappropriate to the nature of the research project, a comprehension test may be conducted instead, based on Japanese historical materials. Final acceptance is decided as the sum result of the first-stage and second-stage exams.

(1) First-stage examination (document screening)

Announcement of applicants passing first-stage exam and announcement of rooms/schedule for second-stage exam (interview)

Time	Announcement method
Tue, Feb. 13, 2024 13:00 JST	On website of the Graduate School of Social Sciences

(2) Second-stage examination (interview)

Location: Hitotsubashi University (10 min. walk straight south from Kunitachi Station on JR Chuo Line)

Time	Exam contents
Thu, Feb. 15, 2024 or Fri, Feb. 16, 2024 09:00 to around 18:00 JST	Applicants will be examined regarding the submitted papers and research plans, etc. The interview is also used to assess whether the applicant has the foreign or Japanese language ability necessary for the research. Depending on the nature of the research project, the language ability assessment may be done orally or using written materials. If, however, conducting a language competency test is considered inappropriate to the nature of the research project, a comprehension test may be conducted instead, based on Japanese historical materials, etc. (approximately 70 minutes per applicant)

***Be sure to arrive at the examination room at least 10 minutes before the start time of your interview. Be sure to have your Exam Admission Card with you. Exam Admission Card will be available for printing from your Individual Candidate Page approximately one week after the application period ends.**

*Misconduct or not following examiners' instructions will result in disqualification.

*On the day of the exam, there may be persons who provide a service to notify the announcement of acceptance near the main gate of the university, but the university does not provide such service and has nothing to do with them. Acceptance will be announced on websites of each graduate school.

(3) Distribution of points (Total: 200 points)

First-stage examination	Document screening: 100 points
Second-stage examination	Interview: 100 points

7. Announcement of acceptance

Time	Announcement method
Tue, Feb. 20, 2024 13:00 JST	Posted on website of the Graduate School of Social Sciences (Successful applicants will also be notified of their acceptance by mail.)

8. Enrolment procedures

(1) Admission fee payment period

February 29 to March 6, 2024

Failure to pay during this period will be treated as forfeiture of acceptance to the school.

(2) Admission fee amount: 282,000 yen

Note: The University has assistance programs enabling the admission fee to be waived or deferred. Those desiring to apply for such assistance should not deposit the fee but should instead obtain the application forms from the Student Services Division (Gakusei Shien-ka) and apply within the required time period. (Application for waiver or deferral cannot be made after depositing payment. Note also that since applications are denied in some cases, sufficient readiness for payment should be made in advance.)

(3) Other

Other Procedures matters concerning enrolment will be notified separately by mail to those who are admitted. Tuition (535,800 yen annually) will be paid after enrolment. The timing and procedure of payment will be notified separately.

In case the fee is revised after enrollment, the revised amount will be applied at the timing of the revision.

9. Matters to note

Coronavirus (COVID-19)

We may have to change the admission schedule and method due to the spread of COVID-19. Please check our website regularly for schedule updates.

Inquiries

- (1) All matters concerning entrance examinations are administered by the Administration Office of the Graduate School of Social Sciences.
- (2) If you have questions concerning entrance examinations, send your inquiry in writing, indicating your name and address, by email. Inquiries by telephone will not be accepted.

Choice of institute and research unit

- (1) You cannot switch your desired major after application.
- (2) Choose one supervisor you wish to be instructed by after admission, and indicate the major / field of the chosen supervisor on the web application form and on the research plan. (See the list of seminar instructors below.) As a general rule, the faculty member you specify in your application will become your main supervisor after admission, so it is important to choose carefully when you apply.

Documents

- (1) On application documents to be filled out by the applicant, type or use a black ink ballpoint pen.
- (2) Application and examination fees cannot be returned. Also, be sure to submit the originals of all certificates. Copies will not be accepted, other than in the cases indicated under **5. Application and examination fees**.

For those with disabilities or special needs concerning the entrance examination and special assistance for academic learning

Applicants with disabilities or special needs who require accommodation in the application process and / or once they start their program at Graduate School of Social Sciences should notify the Admissions Office by November 24, 2023 prior to submitting their application documents.

Although the Admissions Office will accept accommodation requests after this date, we may not be able to make necessary arrangements in time for the examination and / or the program starting date.

Requesting accommodation for the application process does not obligate you to apply to our program. If you are undecided about whether to apply for, you can still submit accommodation requests.

Note: Depending on the types of accommodation you request, it may take some time for us to respond.

Note on student dormitories provided by the University

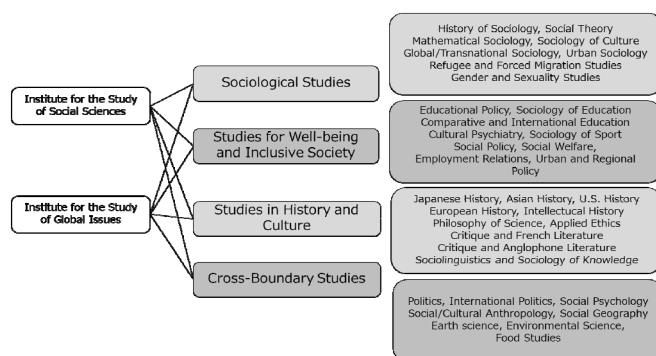
Hitotsubashi University has four dormitories for international students located in Kunitachi and Kodaira. Applicants who wish to live in a dormitory should apply following the guidelines that are announced every June and December on the following website:

<https://international.hit-u.ac.jp/en/curr/accom/apply/>

Please note that dormitory selection is by lottery.

Website of the Graduate School of Social Sciences: <https://www.soc.hit-u.ac.jp/en/>
Email address of the Graduate School of Social Sciences: info@soc.hit-u.ac.jp

2024 Academic Year
Graduate School of Social Sciences Hitotsubashi University
Seminar Instructors



(Sociological Studies)

● KIKUTANI Kazuhiro	Professor	(History of Sociology, Social Theory))	fra
● SATOH Keiichi	Assistant Professor	(Political Sociology, Environmental Sociology, Social Network Analysis))	eng, deu
● SUDO Naoki	Professor	(Quantitative Methods, Mathematical Sociology, Social Stratification))	eng
● TADA Osamu	Professor	(Sociology of Culture, Social Theory and Tourism))	eng
● NEMOTO Masaya	Assistant Professor	(Qualitative Research Methods, Historical Sociology))	eng
○ IIO Makiko	Assistant Professor	(Global/Transnational Sociology, International Migration Studies, Immigration Policy))	eng, spa
○ TAKENAKA Ayumi	Professor	(Global/Transnational Sociology, Immigration, Race/Ethnicity, Urban Sociology, Ethnography, Food studies))	eng, spa
○ SATO Fumika	Professor	(Social theory of Gender, Sociology of the Military and War))	eng
○ TANAKA Aiko	Assistant Professor	(Gender and Sexuality Studies, Historical Sociology))	eng
● <u>YAMADA Tetsuya</u>	Professor	(Qualitative methods, Sociology of Education))	eng
● <u>NISHINO Fumiko</u>	Professor	(Sociology of Work))	eng
● <u>SAKA Natsuko</u>	Professor	(Sport and Body Culture, Sociology of Sport))	eng, deu

(Studies for Well-being and Inclusive Society)

● NAKATA Yasuhiko	Professor	(Educational Policy))	eng
● YAMADA Tetsuya	Professor	(current issues on education, Sociology of education))	eng
● OHTA Miyuki	Professor	(problems, Comparative and International Education))	swe
● MIYAJI Naoko	Professor	(Cultural Psychiatry, Medical Anthropology, Trauma Studies))	eng
● SAKA Natsuko	Professor	(Sociology of Sport, Sport and Leisure Studies))	eng, deu
● SUZUKI Naofumi	Professor	(Sociology of Sport, Urban Policy, Policy for Community Engagement))	eng
● IKAI Shuhei	Professor	(Social Policy))	eng
● SHIRASE Yumika	Professor	(Social Welfare, Social Policy))	eng
● NISHINO Fumiko	Professor	(Employment Relations, Employment Policy))	eng
● DOMEN Takahiro	Professor	(Urban and Regional Policy, Policy for Community Engagement))	eng

(Studies in History and Culture)

× WAKAO Masaki	Specially Appointed Professor	(Japanese History, Early-Modern History, Japanese Intellectual History))	
● ISHII Hitonari	Professor	(Japanese History, Modern History))	
● KATO Yusuke	Assistant Professor	(Modern and Contemporary Japanese History, Japanese Political History))	eng
● SUZUKI Naoki	Assistant Professor	(Japanese History, Early-Modern History))	eng
● KOU Ikujo	Professor	(Asian History, Taiwan Studies))	zho
● SATO Yoshifumi	Professor	(Asian History, Chinese History in Late Imperial and Modern Times))	zho
● KATO Keiki	Associate Professor	(Asian History, Modern Korean History, Japanese Imperialism and Colonialism))	kor
○ KIDO Yoshiyuki	Professor	(U.S. History, Race, Gender, and Ethnicity))	eng
○ MAKITA Yoshiya	Assistant Professor	(US History, Global History))	eng
○ <u>TANAKA Aiko</u>	Assistant Professor	(Gender and Sexuality History))	eng
● AKIYAMA Shingo	Professor	(European History, Eastern European Area Studies))	fra, hun
× MORIMURA Toshimi	Specially Appointed Professor	(Intellectual History, European History))	fra
● IGASHIRA Masahiko	Professor	(Philosophy of Science, Metaphilosophy))	eng
● YOSHIZAWA Fumitake	Assistant Professor	(Applied Ethics, Value Theory))	eng
● IKAWA Chitose	Professor	(Critique and Anglophone Literature))	eng
● TERA0 Satoshi	Professor	(Sociolinguistics and Sociology of Knowledge))	eng, spa, por

(Cross-Boundary Studies)

● Newly Appointed Faculty Member		(Political Science, Political Behavior))	eng
● TANAKA Takuji	Professor	(Politics, Comparative Political Economy, Political Theory))	eng, fra
● Jonathan LEWIS	Professor	(Political science, socio-informatics, media research))	eng
● FUKUTOMI Mitsuhsa	Professor	(International Politics, International Relations))	eng, fra
● INABA Tetsuro	Professor	(Social Psychology, Media Effects Research, Public Opinion))	eng
● MIYAMOTO Yuri	Professor	(Social Psychology, Cultural Psychology))	eng
● GOTO Nobuhiko	Assistant Professor	(Social Psychology, Social Cognition))	eng
● OSUGI Takashi	Professor	(Social/Cultural Anthropology))	eng
● KUBO Akinori	Professor	(Social/Cultural Anthropology))	eng
● UEDA Gen	Professor	(Social Geography, Regional environment and Development))	eng
● KOIZUMI Yusuke	Assistant Professor	(Social Geography))	eng
● OTSUBO Toshimichi	Professor	(Earth Science, Space Science))	eng
● OTAKI Yurina	Professor	(Environmental Science, Pro-environmental Behaviour))	eng
● AKAMINE Jun	Professor	(Food Studies, Human Ecology))	eng
● <u>SUZUKI Naofumi</u>	Professor	(Development Studies, Sport and Development))	eng

● indicates faculty members in the Institute for the Study of Social Sciences.

○ indicates faculty members in the Institute for the Study of Global Issues.

× shows faculty members without a graduate seminar who therefore cannot act as supervisors.

Faculty members with underlined names teach in two areas of study.

Keywords in brackets () next to faculty names indicate main areas of specialization. Faculty may do research and teaching on other subjects in addition to these.

Language codes show which languages faculty members can offer individual supervision in (in addition to Japanese). They do not indicate that classes will be offered in these languages. PhD theses can be written in either English or Japanese.

deu ... German, eng ... English, fra ... French, hun ... Hungarian, kor ... Korean por ... Portuguese, spa ... Spanish,

swe ... Swedish, zho ... Chinese

Academic Year 20

**Graduate School of Social Sciences
Hitotsubashi University**

**Research Plan for Doctoral Program
(English)**

- **Language preferred for oral interview exam** (indicate preference if any)

1st choice	
2nd choice	
3rd choice	

- **Title of research project** (specifically)

- **Name** _____

- **Desired academic supervisor** (choose one supervisor, do not leave blank)

- **Major (in charge of desired academic supervisor)** (circle one only)

Social Science Global Issues

- **Field of study (in charge of desired academic supervisor)**

(Circle one only. If your academic supervisor teaches in more than one field, select the field closest to your research topic.)

Sociological Studies Studies for Well-being and Inclusive Society

Studies in History and Culture Cross-Boundary Studies

Note:

1. Do not fill in fields with *.
2. Submit this cover sheet along with three copies (four in all).

Applying from Outside Japan

(1) Applying through a representative living in Japan (Use this method if possible)

Have the representative living in Japan (a) transfer the examination fee and (b) mail the full set of application documents (by registered mail) in time to arrive within the application period, in accordance with the Requirements for Application.

(2) Applying directly (Use this method only if method (1) is not possible)

- To pay your examination fee by credit card

1. Go to the following website:

https://www.hit-u.ac.jp/faculties/graduate/hitotsubashi_gs_examinationfee_english.pdf

2. Follow the instructions on the website. When sending the application documents, after completing payment of the examination fee, print out a copy of the website payment confirmation screen and include this with the documents.

Pay the examination fee between Thursday, January 4, 2024 and Tuesday, January 9, 2024(Japan time).

- The applicant should assemble the full set of application documents listed under **5. Application and examination fees** of the Requirements for Application, enclose them in an envelope marked in red on the lower left with **APPLICATION DOCUMENTS**, and send by EMS (Express Mail Service) or other traceable method, addressed as follows.

Hitotsubashi University, Graduate School of Social Sciences
2-1 Naka, Kunitachi, Tokyo 186-8601, JAPAN

The deadline for application documents to be received is 5:00 p.m. Tuesday, January 9, 2024 (JST).

Application documents will not be accepted after the deadline. (Examination fee will be refunded in this case.)

Note carefully

1. Examination fees will not be refunded if you do not take the exam because you could not obtain your visa in time.
2. If the deadline has passed, the application documents will not be accepted, even if it is due to postal trouble or other matters outside the responsibility of the applicant.

Graduate School of Social Sciences, Hitotsubashi University