

Admission for October 2024

Nagasaki University

Interfaculty Initiative in Planetary Health

Doctor of Public Health (DrPH) Program

Application Guidance



I Admission Policy

The DrPH Program at the Interfaculty Initiative in Planetary Health, Nagasaki University seeks students who meet the academic standards and criteria outlined below:

1. Those who possess basic knowledge and skills in the field of public health or related fields*¹ as well as logical thinking which is necessary to develop academic and practical abilities.
2. Those who display leadership qualities and cooperativeness, possess communication skills to solve problems, and have a willingness to contribute to the improvement of public health.
3. Those with a passion and a clear vision for advancing health policy formulation and implementation.

*1: In addition to public health, “related fields” include a wide range of fields such as healthcare, health sciences, environmental studies, social development, peacebuilding, international cooperation, public policy, and organizational management.

Appendix for Selection Method (◎= most prioritized, ○= prioritized)

Expected Quality		Basic Knowledge and Skills Logical Thinking	Leadership Cooperation Communication Skills	Motivation Clear Vision
Standard	Application documents Personal Statement	◎	○	◎
	English Test Score	○		
	Interview	○	◎	

II Entrance Examination

1. Intake Quota 5 students

2. Prerequisites for Application

【Standard Examination】

Applicants need to have at least four years work experience*¹ in the field of public health or a related field*² as well as fulfil any of the following requirements.

- (1) have obtained (or are expected to obtain by September 2024) a master's or a professional degree in Japan
- (2) have completed (or will complete by September 2024) a master's degree or a degree equivalent to a professional degree in countries other than Japan
- (3) have completed (or will complete by September 2024) a master's degree or a degree equivalent to a professional degree in Japan after the completion of a required correspondence course conducted by an authorized school outside of Japan
- (4) have completed (or will complete by September 2024) a degree equivalent to a master's or a professional degree after completing a postgraduate course at a foreign education institute in Japan, which is recognized by the Ministry of Education, Culture, Sports, Science (MEXT)
- (5) have completed courses from the United Nations University and have been conferred (or will be conferred by September 2024) a degree equivalent to a master's degree
- (6) have completed or will complete an education program at a foreign school, the United Nations University or an educational facility specified in (4), and those who have passed, or are expected to pass by September 2024, the examination as well as the preliminary screening test prescribed in Article 16 of the *Establish Standards of the Graduate School* and have had their academic achievements recognized as equivalent to or greater than that of a master's degree. (Refer to “3. Preliminary Screening”)
- (7) Those who are specified by the MEXT (1989, Ministry of Education, Public Notification No.118) as follows:
 - a) Persons who have been engaged in research for more than two years at a university or research institute after their university graduation and have had their academic achievements recognized as equivalent to or greater than that of a master's degree. (Refer to “3. Preliminary Screening”)
 - b) Persons who have been engaged in research for more than two years at a university or research institute after completing sixteen years of required school education overseas, or completing sixteen years of required school education by a correspondence course conducted by foreign countries within Japan, and have had their academic achievement recognized as equivalent to or greater than that of a master's degree awarded by Interfaculty Initiative in Planetary Health, based on the outcome of the research, etc. (Refer to “3. Preliminary Screening”)
- (8) Those who are deemed, through the individual preliminary screening, to have academic ability equivalent to (or higher than) students with a master's degree or professional degree, and will be at least 24 years of age by September 30, 2024. (Refer to “3. Preliminary Screening”)

*1: Applicants from both government and private sectors are welcome. Work experience in both domestic and overseas settings are acceptable, but experience in low- and middle-income countries is desirable. In principle, internships and volunteer experience are not considered as work experience, but will be considered separately.

*2: In addition to public health, “related fields” include a wide range of fields such as healthcare, health sciences, environmental studies, social development, peacebuilding, international cooperation, public policy, and organizational management.

3. Preliminary Screening (for those applicable)

Applicants applying under the “Prerequisites for Application (6), (7) or (8)” must submit the documents listed below. Applicants who wish to verify their eligibility regarding the four years of work experience in public health or a related field can also go through the preliminary screening process.

Preliminary Screening is primarily assessed with the submitted documents, though some cases may involve an interview. If an interview is required, notification will be sent directly to the applicant.

Application Documents	Notes
1. Application for Preliminary Screening 【Form 7】	Prescribed Application Form
2. Application Form 【Form 1】	Prescribed Application Form
3. Certificate of Graduation or Certificate of Expected Graduation from the highest academic degree	This should be certified by the president of the university from which the highest degree was obtained. For educational institutions other than universities (such as junior colleges), official verification should be issued by the principal of the institution from which you recently graduated or are expected to graduate. *If the document issued by a foreign school or institution is not in Japanese or English, an English translation should be attached.
4. Academic Transcripts from the highest academic degree	These should be certified by the president of the university from which the highest degree was obtained. For educational institutions other than a university (such as a junior college), these should be issued by the principal of the institution from which you most recently graduated. *If the document issued by a foreign school or institution is not in Japanese or English, an English translation should be attached.
5. Certificate of Employment 【Form 5】	Prescribed Application Form Provide evidence of at least four years of work experience by submitting an officially verified certificate from the head of the organization in which you worked. If there is more than one job activity, submit each one. *If the organization has a certificate form with the same content, it may be substituted. *If the documents are not in Japanese or English, an English translation should be attached.
6. Research Achievement 【Form 6】	Prescribed Application Form
7. Copy of passport or residence card	International applicants (excluding those with a permanent residency permit for Japan) should submit a copy of their passport (page with your photo) or residence card.

(1) Deadline for documents submission for the Preliminary Screening:
15th of March, 2024 (17:00 Japan Standard Time (JST))

(2) How to submit documents.:

- ① Prepare the application documents [Forms 1, 6 & 7] as Word files, and other documents as PDF files.
- ② Combine the documents for submission in one folder and change the name of the folder to the applicant's name.
- ③ Access the following URL and upload the entire folder:
https://nudrive.nagasaki-u.ac.jp/public/qAYxAs4AKgA3TuOFzPZIw1RMH_NWnHIIUrKxkanvmcg2
- ④ After uploading the documents, you are required to email the Planetary Health Administration Office (Email iiph@ml.nagasaki-u.ac.jp) including the following information:
 - a) Subject of the email: 'DrPH Preliminary Screening / Applicant's name'
 - b) Information to be included in the body of the e-mail:
Subject, name, e-mail address, telephone number
 - c) Email capacity:
Do not send more than 1MB of data in an email.
 - d) Notes on email correspondence:
The e-mail must be sent by the applicant's e-mail address as indicated in the application form and in the application for screening of application eligibility.
Make sure to set your email account to receive the reply e-mail from iiph@ml.nagasaki-u.ac.jp.
- ⑤ Acknowledgement of receipt
After receipt of the e-mail ④, a reply shall be sent to the sender confirming receipt. If the e-mail confirming receipt is not received, the sender should contact the e-mail address in ④.

(3) Results of the Preliminary Screening:

The results will be sent directly to applicants via email before commencement of the application period.

4. Application Procedures

(1) Application period

From April 1st to April 19th, 2024 (17:00 Japan Standard Time (JST))

(2) Application Documents

Required Documents	Notes
Application Form 【Form1】	Prescribed Form
Photo Card/ Admission Slip 【Forms2&3】	Attach identical photos on both the Photo Card and the Admission Slip.
Personal Statement 【Form4】	Prescribed Form *This personal statement will be assessed.
Certificate of graduation or Certificate of expected graduation from the highest academic degree	This should be certified by the president of the university from which the highest degree was obtained. For educational institutions other than universities (such as junior colleges), official verification should be issued by the principal of the institution from which you recently graduated or are expected to graduate. Applicants who have already submitted this document for the preliminary screening are not required to resubmit it. *If the document issued by a foreign school or institution is not in Japanese or English, an English translation should be attached.
Academic transcripts from the highest academic degree	These should be certified by the president of the university from which the highest degree was obtained. For educational institutions other than a university (such as a junior college), these should be issued by the principal of the institution from which you most recently graduated. Applicants who have already submitted this document for the preliminary screening are not required to resubmit it. *If the document issued by a foreign school or institution is not in Japanese or English, an English translation should be attached.
Certificate of Employment 【Form5】	Prescribed Application Form Provide evidence of at least four years of work experience by submitting an officially verified certificate from the head of the organization in which you worked. If there is more than one job activity, submit each one. *If the organization has a certificate form with the same content, it may be substituted. Applicants who have already submitted this document for the preliminary screening are not required to resubmit it. *If the documents are not in Japanese or English, an English translation should be attached.

Research Achievement 【Form6】	List dissertations, presentations, research reports, and academic conference presentations on the prescribed form, if you have any of them. Applicants who have already submitted this document for the preliminary screening are not required to resubmit it.
IELTS, TOEFL, or Duolingo English Test Published Test Results (copy) *TOEIC tests are not accepted	Standard Requirements IELTS (Academic) : 5.5 TOEFL iBT (Test Date Scores only) : 72 Duolingo English Test : 100 Note: Applicants who do not meet the standard requirements may still qualify. <ul style="list-style-type: none"> • The result is only acceptable if the test was carried out after January 1st, 2022, and a copy of the result must be submitted by April 19th, 2024 (JST) (if you have not taken the test, you will not qualify for the entrance examination). • Valid tests include the IELTS, TOEFL iBT, and the Duolingo English Test, however, <u>TOEFL ITP tests are not accepted.</u> • If you have taken multiple tests, one or more may be submitted (the School will accept the test with the highest score). • <u>On the day of the entrance examination, please bring the original of the submitted English test result.</u> • Those who have obtained or are expected to obtain a bachelor's, master's or doctoral degree through a curriculum in which classes, research guidance, etc. are conducted in English, and whose graduation certificate, completion certificate or official letter from the university confirms this, may be exempt from submitting a test transcript. In such cases, the applicant must inquire in advance and obtain approval within the application period.
Other language Test Result (copy)	Provide copy of the test results if you have other language skills. (If available)
A copy of passport or residence card	International applicants (excluding those with a permanent residency permit for Japan) should submit a copy of their passport (page with your photo) or residence card.
Proof of payment of examination fee	Submit proof of payment applicable to each payment method selected for the E-shiharai service.
Letter from Employer	A letter of agreement should be submitted from the head of your current place of employment, if you intend to continue your position after admission to the DrPH program in October, 2024.

(3) Important Notice

- ① Incomplete application documents will not be accepted.
- ② Changes cannot be made to documentation after application documents are submitted.
- ③ Once application documents are received, they cannot be returned for any reason.
- ④ Applicants who declare false information on their application documents will be withdrawn from their courses even after the course has begun.

(4) How to Submit Application Documents

- ① Prepare the application documents [Forms 1, 4 & 6] as Word files, and other documents as PDF files. .
- ② Combine the submitted documents in one folder and change the name of the folder to the applicant's name.
- ③ Access the following URL and upload the entire folder:
<https://nudrive.nagasaki-u.ac.jp/public/hA4zAXGAKgAMBOaKMjtRY0oc4OLUnoM3y4f59DqRPJjm>
- ④ After uploading the documents, you are required to email the Planetary Health Administration Office (Email iiph@ml.nagasaki-u.ac.jp) including the following information:
 - a) Subject of the email: 'DrPH Submission of application documents / Applicant's name'.
 - b) Information to be included in the body of the e-mail:
Subject, name, e-mail address, telephone number
 - c) Email capacity:
Do not send more than 1MB of data in an email.

d) Notes on email correspondence:

The e-mail must be sent by the applicant's e-mail address as indicated in the application form and in the application for screening of application eligibility.

Make sure to set your email account to receive the reply e-mail from iiph@ml.nagasaki-u.ac.jp

⑤ Acknowledgement of receipt

After receipt of the e-mail ④, a reply shall be sent to the sender confirming receipt. If the e-mail confirming receipt is not received, the sender should contact the e-mail address in ④.

(5) Application Fee ¥ 30,000 (Japanese Yen)

Note: Application fee is waived for students currently enrolled in Master's courses at Nagasaki University who are planning to continue with the doctoral course at Interfaculty Initiative in Planetary Health after graduating in September 2024.

① Application Fee Payment Period

From April 1st to April 19th, 2024 (JST)

② Access the E-shiharai site and pay by Credit card / Union Pay

E-shiharai.net (English version): <https://e-shiharai.net/ecard/>

How to make a Payment (English version):

https://www.planetaryhealth.nagasaki-u.ac.jp/iiph_wp/wp-content/uploads/2024/01/E-shiharai-net-How-to-make-a-Payment-En.pdf

In addition to Credit card / Union Pay, the following payments methods are accepted for residents in Japan

a) Convenience store

b) Pay-easy (ATM payment at financial institutions)

c) Pay-easy (net banking payment) and net banking

E-shiharai.net (Japanese version): <https://e-shiharai.net/>

How to make a Payment (Japanese version)

https://www.planetaryhealth.nagasaki-u.ac.jp/iiph_wp/wp-content/uploads/2022/12/E-shiharai-net-How-to-make-a-Payment-Jp.pdf

* In the E-shiharai service (English version), only Credit Card/Union Pay payments can be selected.

* If you have any questions about the procedures on the E-shiharai site, please check the "User's Guide" and "Frequently Asked Questions" of the service, and contact the E-Service Support Center.

* In case none of the above payment methods are available, please contact

Management and Accounting Department, Accounting and Procurement Division, Nagasaki University

Tel: 0081(0)95-819-2060 Office hours 09:00 to 17:00 (JST)

(Except weekends and bank holidays, and in Japanese only)

③ Proof of payment of examination fee

"Result" page must be submitted together with the application if you pay by Credit card / Union Pay.

④ Important Notice for payment

Any additional transfer fees required at the time of transfer are to be paid by the applicant. (The transfer fee varies according to the payment method, so please check on the application screen.)

⑤ Important Notice for your Application

Application documents will not be accepted if the examination fee has not been transferred or if the documents are not in accordance with the instructions.

⑥ Refund Policy

Application fees paid to Nagasaki University will not be refunded. However, applicants can request a refund in the following cases:

- The application fee was paid but the prospective applicant either did not submit the application or the application was not accepted.

- The application fee was accidentally paid twice.

In principle, the refund charge must be paid by the applicant and any request for a refund must be made within 14 days of the last day of the application period.

*Department in charge of refunds: Management and Accounting Department, Accounting and Procurement Division, Nagasaki University

5. Selection Method

(1) Examination Subject / Allocation points

Subject	Points Allocated	Total
Application documents	150	375
Online interview	150	
English test score	75	

*Application documents will be assessed comprehensively based on the application documents and mainly the personal statement.

*The interview will be conducted in English. The School will inform applicants of further details including the online conferencing application (Zoom) and its settings when sending the Application ID.

*Applicant's English language ability will be evaluated based on the English language test score of IELTS, TOEFL iBT or Duolingo English Test submitted by applicants.

(2) Time and Dates of the Interview

Between May 14th and May 16th, 2024 (JST)

The exact date of the examination will be decided by the applicant and Interfaculty Initiative in Planetary Health.

(3) Important Notice

- ① In the event that the applicant is late, the interview will not be conducted, except in extenuating circumstances.
- ② Applicants must bring the Applicant ID issued by Interfaculty Initiative in Planetary Health on the day of the interview.

(4) Selection Criteria

- ① Of those who obtain 60% or more of the total score of the entrance examination, the successful applicants will be determined in the order of the highest score.
- ② When more than two applicants compete one successful last seat with the same score, all of them should be passed.
- ③ Even applicants with a higher overall total score may not be accepted if the score in any categories is less than 30%.

6. Notification of Successful Application

11:00 am, May 30th, 2024 (JST)

Successful applicants will receive a *Notification of Successful Admission* from Interfaculty Initiative in Planetary Health by email. For reference, the ID numbers of successful applicants will be posted in front of the entrance of the Global Health General Research Building and on the website of Nagasaki University Interfaculty Initiative in Planetary Health. Please do not contact the university by phone regarding acceptance.

7. Enrolment Process

Successful applicants should respond to the Notification of Successful Admission through the following procedure:
(Additional details will be enclosed with the notification.)

(1) Enrolment Period

May 31st to June 21st, 2024 Office hours 09:00 to 17:00 (JST) (except weekends and holidays)

(2) Admission Fee: (payment should be made during the enrolment period)

¥282,000 (Note: Admission fee will not be refunded in any case)

[Additional Information]

- ① Tuition Fee (Annual): ¥535,800 (The first semester: ¥267,900 / The second semester: ¥267,900)
*subject to change
- ② Payment periods for the tuition fee will be as follows:
Payment for the first semester: April / the second semester: October
- ③ If the tuition fee amount is revised during the course of study, the revised amount will apply.
- ④ Exemption or deferment of admission and tuition fees are available. (Details will be enclosed with the procedural documents.)

8. Waitlist and Possible Additional Admission

In the necessity to fill a vacancy, unsuccessful applicants may be notified by the School about potential admission opportunities. In these cases, notification will be sent before the end of September.

Please keep this notice in mind, and be ready to inform the School of your decision when contacted.

Note that lack of reply to the contact by the School will result in disqualification from additional admission.

If a vacancy is not filled by waitlisted applicants, further recruitment may be conducted according to a new schedule.

In such case, an announcement will be made on the website.

9. Student Loans and Scholarships

In accordance with the Japan Student Services Organization Act, any Japanese national may submit a request applying for either an interest-free loan (first type) or a with-interest loan (second type). For international students who would like to apply for scholarships from other institutions (including Japan International Cooperation Agency(JICA); the Ministry of Education, Culture, Sports, Science and Technology; private funding agencies), please contact the administrative office.

10. DrPH Financial Aid

The DrPH Program provides a stipend to DrPH students who satisfy certain conditions, in order to reduce their financial burden and enable them to devote themselves to study.

Form: Grant type

Stipend amount: 150,000 yen/month

The application process for financial aid will be announced on the website.

11. Kyoiku Kenkyu Shien Keihi (“Stipend”), of the Nagasaki University Doctoral

Programme for World-leading Innovative and Smart Education for Global Health (WISE Programme)

Under the Nagasaki University WISE Programme for Global Health, a financial support scheme has been established to provide a “KYOIKU KENKYU SHIEN KEIHI” for particularly outstanding students among those selected for the programme. The scheme is designed to help lessen students’ financial burden and provide them with an environment in which they can focus on their doctoral research.

Form: Grant type

Stipend amount: WISE Students: JPY 200,000 per/month

WISE Candidates: JPY 100,000 per/month

For information on Kyoiku Kenkyu Shien Keihi recruitment, check the following WISE programme website.

<http://www.wise.nagasaki-u.ac.jp/?lang=en>

12. Personal Data Protection Policy

- (1) Personal information provided in the application package will only be used for the selection process. The personal information provided by successful applicants will be used in the admission process; thus, enrolled students’ personal information will be used for registration, etc.
- (2) Results of the entrance examination and other personal information will be used in the screening process for any scholarship or loans in the first-year, admission fee exemptions, tuition waivers, etc.
- (3) Personal information acquired through the application documents and entrance examination may be used anonymously for statistical surveys and in research materials regarding admissions at the university.
- (4) Personal information acquired through the application documents and entrance examination may be used to select recipients of the DrPH Financial Aid.
- (5) Personal information acquired through the application documents and entrance examination, unless specified in Article 9 of the Act on the Protection of Personal Information Held by Independent Administrative Agencies, etc., will not be distributed to third parties or used for purposes other than those mentioned above.

13. For Applicants Requiring Disability Related Accommodations

Applicants with disabilities who require assistance or special care when attending classes and in their examinations may consult with the Internationalization Planning Division Research Promotion and International Affairs

Department (Planetary Health Admin), Nagasaki University. Applicants should include the information listed below along with a medical certificate by Friday April 12th, 2024. Applicants will not be disadvantaged in the selection process resulting from disclosure of special needs. If necessary, an interview may be held with the applicant or the spokesperson from the university where the applicant received his/her last degree.

○The contents of the application form are as follows:

- (1) Category of the Entrance Examination and the name of the course
- (2) Type and condition of the disability
- (3) Description of the request for entrance examination assistance
- (4) Description of the request for assistance after enrolment
- (5) Assistance services received at the former academic institute
- (6) Additional information
- (7) Name, Address, and Contact Phone Number (FAX Number)

Note: Nagasaki University Student Accessibility Office will support students and applicants with disabilities.

14. Security Export Control

Nagasaki University conducts security export control based on the "Foreign Exchange and Foreign Trade Act", so that learning and research done by foreign students does not obstruct the keeping of international peace and security. Thereby, please bear in mind that applicants may be asked to make changes to the contents of their desired learning. For further details, please make enquiries to the department.

15. Long-Term Course System

The long-term course system can be used if a student plans to take a course over a period of time that exceeds the term of the standard course due to circumstances that make it difficult to complete the course in the standard amount of time (e.g. having an on-going profession).

A person eligible for the long-term course system will pay the total amount of tuition fees equally divided over the long-term course period. The amount is equal to the total amount of tuition paid for the standard course.

Those eligible for the long-term course system are assumed to fall under any of the following circumstances where learning would be difficult within the timeframe of the standard course term.

- (1) anyone who has an occupation or is actively working.
- (2) anyone engaged with household duties, childcare, nursing care, etc.
- (3) anyone with disabilities.
- (4) anyone with other equivalent reasons.

*Please note that occupations such as a part-time job do not meet the criteria for the above system.

For further details, please make enquiries to the administration office.

16. Enquiries

Any enquiries about the entrance examination may be directed to the e-mail below:

Internationalization Planning Division

Research Promotion and International Affairs Department (Planetary Health Admin) Nagasaki University

E-mail: iiph@ml.nagasaki-u.ac.jp

【Time Table for Applications and Selection】

Preliminary Screening	Submission Period: By 17:00 (Japan Standard Time (JST)), March 15 th , 2024
Application Fee Payment Period	From April 1 st to April 19 th , 2024 (JST)
Application Period	From April 1 st to April 19 th , 2024 17:00 (JST)
Entrance Examination Date	Between May 14 th and May 16 th , 2024 (JST) The exact date of the examination will be decided by the applicant and Interfaculty Initiative in Planetary Health.
Announcement of Results	May 30 th , 2024 11:00 (JST)
Enrolment Period	May 31 st to June 21 st , 2024 17:00 (JST)