

## Policy for accepting student in Electric Power System Lab.

### [Note]

This document was provided by the staff of Electric Power System Laboratory in Tokyo University of Marine Science and Technology for making guidance to the person who have interests to be a member of our laboratory because we have lots of inquiries from all over the world. This is **not official** explanation of university, although we **try** to describe necessary information as accurately as possible. You should remind some information which is provided in this document may be changed in near future due to various reasons of administration office. Also, our lab may change and improve our policy. You are recommended to read and refer this document **on your own responsibility**.

### [General]

If you want to get involve TUMSTAT (Tokyo University of Marine Science and Technology) as a master course student, you need to be accepted by a supervisor you expect **in advance**. When you apply the admission examination, supervisor's signature or seal is required on your application form. The schedule of admission examinations can be checked on the [web](#)<sup>\*1</sup>. You must pay registration fee (¥282,000 including tax as of June. 2021) which is required at only one time when you enroll the master course, and tuition fee (¥282,000 including tax as of June. 2021) in every semester. We know several cases that the Master course students and Ph.D candidate are employed by professor or university in some countries. But in Japan, we usually do not hire any students for doing academic projects. Even if you may have some chance to be employed as a teaching assistant, it is not enough for surviving in Tokyo, for example rent fee, tuition fee, and others, because it is just a part-time job. So, please remind that all of students have to be self-funded except for granted persons by educational funds and or government.

### [About Marine System Engineering division]

Our laboratory belongs to [Power System Engineering division](#)<sup>\*2</sup> in [Marine System Engineering Course](#)<sup>\*3</sup>. Once you become a master course student of our laboratory, you may have opportunities to learn not only power electronics but also many power machinery equipment for producing, converting, and transferring power.

### [Research themes in our lab.]

We have several research themes which you can see on the [web](#)<sup>\*4</sup>. Unfortunately, our lab's web site is not updated frequently because Prof. Kifune is ~~busy~~ lazy :-P In some cases, you may find

other research themes which are not shown on the web site when you join our laboratory because our research projects keep going and make new topics. Also, some themes maybe finished.

[To become a member of our lab.]

#### A. Criteria

We are always welcome to our master course of TUMSAT from all over the worlds such as many prestigious university students, high-talented engineers and the others. On top of that, we are positive to accept excellent team members no matter where you come from such as age, sex and nationality but our allowance is quite limited. The candidate is required to communicate in Japanese or English. If you have a certification showing your language skill, it may be helpful on our administration procedure.

Followings are our lab's policy as for accepting a master course student, in other words, it has to be necessary fulfilling **one** of them if you are thinking to apply our laboratory.

1. Candidate needs to show us a letter of recommendation from [affiliated universities](#)<sup>\*5</sup> of our TUMSAT.
2. Candidate needs to show us a certification having a government-sponsored, educational funds, of research grants.
3. Candidate who works for institute, governmental agency, and company need to show us certification you have financial support from your employment.
4. Candidate need to show us a letter of recommendation from Professor who Prof. Kifune knows.

These requirements may be updated due to our laboratory condition. So please make sure if this document is latest version on the web.

\*1 <https://www.kaiyodai.ac.jp/english/graduateschool/entranceexamination/schedule.html>

\*2 <https://www.g2.kaiyodai.ac.jp/cmse4/english/pse/index.html>

\*3 <https://www.g2.kaiyodai.ac.jp/cmse4/english/index.html>

\*4 <http://www2.kaiyodai.ac.jp/~kifune/>

\*5 <https://www.kaiyodai.ac.jp/english/international/network/agreement.html>

#### B. Before submitting your application forms

As we explained before, you are required to get the expected supervisor's signature on your application form. Make a contact to [Professor Kifune](#) in advance for proving your criteria

mentioned above. If you satisfy with the required criteria, and if we have enough capacity, you will be offered to apply the entrance exam of the master course.

### C. Application forms

All of application forms and documents have to be prepared by applicant in his/her responsibility. You should refer and read carefully the [web site](#) <sup>\*6</sup> of the administration office.

<sup>\*6</sup> <https://www.kaiyodai.ac.jp/english/graduateschool/entranceexamination/ApplicationRequirements.html>

### D. Exam

The person applying for the master course/Ph. D course have to pass the entrance exam which is held by the administration office, even if you get an acceptance from your expected supervisor.

### E. After passing the exam

The candidate is required to pay tuition fee and other expense in general. However, it seems that a part of the person who wins the governmental grant do not need to pay such a tuition fee.

### F. Life in Tokyo

Generally, the rent fee is expensive in Tokyo. Check and search the web site by yourself. Basically, the students can apply the dormitory in extremely low price than other properties near the university. We're not sure if all applicants get the vacant room. It may depend on situation.

[What is Research Student in general?]

In general, the [research student](#) <sup>\*7</sup> is the person who intends to enroll the master course. He/She are supposed to study about research objects for preparation to be a master course student. The research student is not allowed to take any courses provided in master course program. However, usually it is possible to join lab's meeting, to receive advice from expected supervisor, and to access various common facility of TUMSAT like a library and a health care center. Additionally, the dormitory is also available if there is a vacant slot.

<sup>\*7</sup> <https://www.kaiyodai.ac.jp/english/graduateschool/requirements2/research-student.html>

[How to apply the research student]

You need to have interviews with at least 3 professors including your expected supervisor, and to get their signatures on your document before submitting your application form. Before each semester, TUMSAT receives the application forms for several days from candidates who intend

to be master course and research student. You should check the schedule for enrollment procedure carefully on the web by yourself. Again, you are kindly recommended to check every document very carefully before you submit them. Even if a document lacks a couple of information of you, the application might be invalid.

[After you get permission]

The research student has to pay registration fee (¥84,600 including tax, as of Aug. 2019) and tuition fee (¥178,200 including tax, as of Aug. 2019) after you are permitted to enroll as soon as possible. You can be a research student from 1<sup>st</sup> October or 1<sup>st</sup> April every year.

[To be a research student of Electric Power System Lab.]

If you are thinking about to be a research student, please make a [contact](#) to us with your CV which should contains name, nationality, address, education which you received at least. And please describe what you want to do in our laboratory. Also, if you have conference papers, journal papers, published technical reports, and thesis, you are recommended to list them, and make abstracts about them in English (or you can choose Japanese). It may be helpful for us. In addition, **you should mention your financial plan and a balance of your bank account for keeping your concentration to your study.** If we receive the documents from you, we will discuss all various things for judging if we can accept or not, then we should reply to you about our decision within a month. If you get a positive inform from us to be the research student, we will arrange interview for you.

\*Your private information which you provide in CV and other documents will be handled with extra care and kept in confidential while we are discussing. These data will be disposed after they are stored in confidence for appropriate period.

[ After becoming a research student in our lab.]

You are supposed to study about research objects for preparing to be a master course student. You can be here for just half of year or one year as a researcher. If you are approved by lab's lecturer and get offer to enroll the graduate school from professor while you are research student, you will get the signature of expected supervisor on your application form for entrance examination.