

Q & A for Pre-application Procedure for the NAIST Entrance Exam

【 For master' s and doctoral course applicants】

Q1. How can I find my preferred supervising professor ?

Please see if there is a laboratory that suits your research theme/interests by checking the Graduate School of Science and Technology List of Laboratories page.

(https://www.naist.jp/en/education_research/science_technology/list.html)

Click on laboratory names in the list to find the detailed information.

Q2. Is there a deadline for submitting the Pre-Application Form?

For the master' s course, the deadline is 2 months before the application period of each Entrance Exam. For doctoral course, the deadline is 1 month before the application period of each Entrance Exam. Check [HERE](#) for details.

We recommend you start preparing the application roughly 6-12 months in advance.

Q3. I am currently a NAIST research student. Do I need to prepare a “Pre-Application Form” when applying to enter the master' s/doctoral program?

Yes, you are required to submit a Pre-Application Form when you will apply to become a full-time course student. Please submit the form by the deadline.

Q4. Can I revise the Pre-Application Form after I send it to the Pre-Application Support Desk?

No. In principle, applications submitted to the Pre-Application Support Desk cannot be amended unless you are instructed to do so.

Q5. Do I have to include part-time job/internship history in the Pre-Application Form work history?

No, this is not necessary. Please write down your career as a full-time, temporary or contract employee, etc.

【 For master' s course applicants 】

Q6. Can I apply to more than one preferred supervising professor at the same time?

No, you can only choose one preferred supervising professor. If there is more than one professor you are interested in, please select the professor that best suits your research topic. The Notice of Scheduled Laboratory Assignment can be issued from only one preferred supervising professor.

If you are not permitted to contact the preferred supervising professor or are notified that the Notice of Scheduled Laboratory Assignment cannot be issued, you may apply again to other professors until the Pre-Application Form deadline.

Remember, it will take some time to confirm the possibility of contacting and to issue a Notice of Scheduled Laboratory Assignment, so please start preparing well enough in advance.

Q7. Do I need to contact the preferred supervising professor before I submit the Pre-Application Form to the Pre-Application Support Desk?

No. For master' s course applicants, please start with submission of the Pre-Application Form.

You will be able to contact the preferred supervising professor after you receive the contact permission notice from the Pre-Application Support Desk.

Q8. What should I do after I receive the contact permission notice?

Please contact the preferred supervising professor directly. If there are instructions from preferred supervising professor such as submitting additional documents, holding interview, etc., please follow them.

Q9. Can I find out why permission to contact the professor wasn' t granted?

No, we are not able to tell you the reason why permission wasn' t granted. We kindly ask for your understanding concerning this.

Common reason for refusing contact are research themes that don' t match the research areas of the preferred supervising professor or that there are not enough openings in the laboratory.

We recommend first to thoroughly examine the research areas of the professors when selecting one, and to make sure that your Research Plan in NAIST clearly conveys why you want to receive guidance from the preferred supervising

professor.

Q10. I have received the contact permission notice, but I have not yet received a reply from the preferred supervising professor. What should I do?

Professors receive numerous emails every day, so it is possible that they cannot reply promptly. Please wait for a week for the reply. Also, when you send an email to the professor, please inform them that you have completed the Pre-Application Process as well as your reception number.

Ex) I have received contact permission notice in the pre-application procedure. (Reception No. : × × ×)

Q11. What is the procedure after receiving the Notice of Scheduled Laboratory Assignment?

Please read the Admission Information and Application Guide carefully before completing the application procedure. If you have any questions, please contact the Admissions Section, Educational Affairs Division.

【 For doctoral course applicants】

Q12. Do I need to contact the preferred supervising professor before I submit the Pre-Application Form to the Pre-Application Support Desk?

Doctoral course applicants may contact the preferred supervising professors at any time before or after sending the Pre-Application Form.

Please make sure to contact the preferred supervising professors by yourself to ensure you fully understand the research areas of the laboratory.

You can find laboratory contact information at the Graduate School of Science and Technology List of Laboratories page (https://www.naist.jp/en/education_research/science_technology/list.html).