

**Application Guidelines  
for  
Graduate School of Design  
(Master's Courses)  
Okayama Prefectural University  
for  
the 2025 Academic Year  
  
(For Fall & Winter Application)**



The Graduate School of Design (Master's Courses) at Okayama Prefectural University has the Master's Course of Design, which consists of three courses; the Visual Design Major, the Craft and Industrial Design Major, and the Architectural Major. Please read program details thoroughly before submitting your application by predetermined deadline.

### Admissions Schedule Overview

#### 1. Fall Application

Items	Schedule/Relevant Applicants/Examination Venue, etc.
Preliminary Consultation for Disabled Applicants	Until Tuesday, September 10, 2024
Submission of Application for Qualification Screening	Until Tuesday, September 10, 2024 (Notes) Applicants falling into any of the following categories: Qualification ⑧, ⑨ or ⑩ in 2-(1). on page 2 (common for ordinary and special examinations for overseas students) They should have interview with the director and instructor of the master's course prior to submitting their application.
Interview with the Master's Course Instructor	Until Tuesday, September 17, 2024 (Expect for the prospective graduate students of our school)
Application Period	From Tuesday, September 24, 2024 to Monday, September 30, 2024
Examination Date and Venue	Thursday, October 17, 2024, at Okayama Prefectural University
Announcement of Successful Applicants	Friday, November 1, 2024
Enrollment Procedures	From Monday, November 11, 2024 to Wednesday, November 13, 2024

#### 2. Winter Application

Items	Schedule/Relevant Applicants/Examination Venue, etc.
Preliminary Consultation for Disabled Applicants	Until Wednesday, December 4, 2024
Submission of Application for Qualification Screening	Until Wednesday, December 4, 2024 (Notes) Applicants falling into any of the following categories: Qualification ⑧, ⑨ or ⑩ in 2-(1). on page 2 (common for ordinary and special examinations for overseas students) They should have interview with the director and instructor of the master's course prior to submitting their application.
Interview with the Master's Course Instructor	Until Wednesday, December 11, 2024 (Expect for the prospective graduate students of our school)
Application Period	From Wednesday, December 18, 2024 to Monday, December 23, 2024
Examination Date and Venue	Thursday, January 23, 2025, at Okayama Prefectural University
Announcement of Successful Applicants	Friday, January 31, 2025
Enrollment Procedures	From Thursday, March 13, 2025 to Friday, March 14, 2025

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### <Important Notice>

The schedule and procedures of the entrance examination may change. Please check for the most recent information on the official Okayama Prefectural University website before submitting the application.

### **Online Application for the 2025 Academic Year Entrance Examination**

Okayama Prefectural University implemented an online application system for the graduate school entrance examination from the 2020 academic year to improve applicant convenience and institutional efficiency.

The online application system enables applicants to apply 24 hours a day during the application period.

Please note that some documents such as the Certificate of Graduation (Prospective Graduation) and transcripts will still need to be sent by mail.

## **I Admission Policy of the Graduate School of Design, Okayama Prefectural University**

The Graduate School of Design aims to cultivate human resources capable of contributing to the establishment of an affluent and sustainable society, and creating fulfilling lifestyles and culture while solving a wide variety of societal issues based on deep insight into changes in the times by applying a global perspective and unique sensibilities using their accumulated capabilities in design.

This Course seeks individuals with a firm academic foundation and motivation to contribute to the creation of an affluent life and culture, capable of identifying and solving issues, and showing excellent ability in design using broad knowledge and deep specialization, from historical and traditional culture to cutting-edge technology, as well as an international perspective.

Our admission policy is designed to select such students. We are looking for diverse and highly motivated students, including working adults with a wide range of experience as well as students from abroad.

### **Admission Policy of the Master's Course of Design**

The Master's Course of Design aims to cultivate researchers and specialists such as designers, creators, architects, and planners with advanced knowledge and skill in design capable of solving a wide variety of societal issues by combining their specialization in the fields of visual design, craft and industrial design, and architecture with their knowledge in surrounding academic fields.

This Course seeks individuals with a multifaceted range of traits that include logical thinking, decision-making, and expression based on a broad range of knowledge common to the fields of craft and industrial design, architecture, and visual design; the drive to explore concepts free from preconceptions; ability in design based on their specialization, strong motivation to contribute to the sustainable development of communities and society; a cooperative nature; and global perspectives and sensibilities

In addition to ordinary and special examinations, applicants undergo document screening (including portfolio), submit an essay, and sit for an interview to enable a comprehensive evaluation of their personality, sensibilities, and logical thinking as well as their skill in decision-making and expression,

A recommendation-based examination for currently-enrolled OPU students includes document screening (including portfolio) to evaluate basic knowledge obtained through their undergraduate program and the expandability of their research as well as an interview to better understand the applicant's suitability as part of a comprehensive evaluation of the applicant's abilities and aptitudes.

## II Application Guidelines of the Graduate School of Design (Master's Courses), Okayama Prefectural University

### 1. Enrollment Capacity

(People)

Courses	Total Capacity	Enrollment Capacity		
		Ordinary and special examinations		Recommendation-based examination for currently-enrolled OPU students
		Fall Application	Winter Application	
Master's Course of Design	10	6	Flexible (Note 3)	4

(Notes)

1. Enrollment Capacity includes students accepted through ordinary examination, and special examination (overseas applicants) and recommendation-based examination for currently-enrolled OPU students
2. If the number of successful applicants for the recommendation-based examination for currently-enrolled OPU students does not reach the maximum capacity, adjustments will be made through the ordinary examination and special examination.
3. Winter Application will not be conducted if the admission capacity is filled in Fall Application and recommendation-based examination for currently-enrolled OPU students.

### 2. Qualifications for Application

#### (1) Ordinary Examination

Applicants must fall under one of the following:

- ① Have graduated from a university as specified in Article 83 of the School Education Act (Act No. 26 of 1947), or plan to graduate by March 31, 2025.
- ② Hold a bachelor's degree as specified in Article 104, paragraph 7 of the School Education Act, or plan to hold said degree by March 31, 2025.
- ③ Have completed a 16-year curriculum of school education in an overseas country, or plan to complete such a curriculum by March 31, 2025.
- ④ Have completed a 16-year curriculum of school education of an overseas country through correspondence education conducted by a relevant overseas school while in Japan, or plan to complete such by March 31, 2025.
- ⑤ Have completed the curriculum of an overseas educational facility in Japan recognized under the relevant overseas country's school education system and designated separately by the Minister of Education, Culture, Sports, Science and Technology, or plan to complete such by March 31, 2025.
- ⑥ Have completed after the date specified by the Minister of Education, Culture, Sports, Science and Technology a specialized program at a vocational school designated separately by the Minister of Education, Culture, Sports, Science and Technology, or plan to complete such by March 31, 2025.
- ⑦ Have been designated by the Minister of Education, Culture, Sports, Science and Technology (Notification of Ministry of Education, No. 5 of 1953)
- ⑧ Have been enrolled in a graduate school as specified by Article 102, paragraph 2 of the School Education Act and recognized by the president as possessing academic ability sufficient to receive education at a graduate school.
- ⑨ Have been recognized by the president as possessing academic ability equal to or surpassing the level of a university graduate through individual examination for admission and who is or will have reached the age of 22 by March 31, 2025
- ⑩ Have attended a university for three years by or before March 31, 2025 (including a school or program designated as equivalent by the Minister of Education, Culture, Sports, Science and Technology) and be recognized by the president as having earned specified credits with outstanding academic achievement.

\* Applicants wishing to apply for admission under Qualification ⑧, ⑨ or ⑩ will be screened before application is accepted. (See the subparagraph 3-(9) on page7)

## (2) Special Examination (Overseas Students)

Applicants must fall under all of the following:

- ① Must fall into one of the categories from ① to ⑩ in 2-(1).
- ② Must be of non-Japanese nationality, have “Student” resident status as stipulated in the Immigration Control and Refugee Recognition Act (Cabinet Order No. 319 of 1951) or be able to obtain “Student” residence status after finishing enrollment procedures.
- ③ It is preferred to have Japanese language - N2 level or better.

## 3. Application Procedures

### (1) Application

Please read the Online Application Guidelines provided separately for more details.

Please place all the documents required for the application, including those downloaded from the online application system, in a “Kakugata 2-gou” envelope (332mmH x 240mmW) and submit by simplified registered express mail.

However, you may bring those documents only on the last day of the application procedure period, between 9:00 and 17:00.

When you bring those documents in person, please make it sure to contact Admissions Service Section, Educational Affairs Division, OPU by the day before you bring them.

Applicants filing from outside of Japan are requested to provide a contact address in Japan to which the entrance examination admission card, letter of acceptance and other documents may be sent. (If no contact address in Japan is listed, the university will send documents to the listed address abroad.)

### (2) Application Period

#### ① For Fall Application

<b>From Tuesday, September 24, 2024 to Monday, September 30, 2024</b>
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(Notes)

1. Only those application documents which are sent by simplified registered express mail with postmarked on or before Sunday, September 29 shall be accepted.  
\* In cases where you send documents from outside of Japan, the documents must be reached on or before September 30(Mon), 2024 JST.
2. Please note that we will not provide any information regarding the delivery.

#### ② For Winter Application

<b>From Wednesday, December 18, 2024 to Monday, December 23, 2024</b>
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(Notes)

1. Only those application documents which are sent by simplified registered express mail with postmarked on or before Sunday, December 22 shall be accepted.  
\* In cases where you send documents from outside of Japan, the documents must be reached on or before December 23(Mon), 2024 JST.
2. Please note that we will not provide any information regarding the delivery.

### (3) Where to send:

Admissions Service Section, Educational Affairs Division  
Okayama Prefectural University  
111 Kuboki, Soja-shi, Okayama Pref. 719-1197

#### (4) Application Documents

Application Documents Required	Preparation Procedures
①Application Form (Original Form)	<p>After completing the online application, please print out and submit the required documents in accordance with the Online Application Guidelines provided separately.</p> <p>Write “Major” with reference to “Overview of Majors” on page 15 to 17. Please write the name of the instructor who interviewed you and approved the application in the “Instructor who approved your application” column. <b>(This does not apply to applicants who graduate from OPU.)</b></p>
②Certificate of Graduation (Prospective Graduation)	<p>The certificate must be issued and sealed by the president or the dean of the relevant university.</p> <p>Applicants who have graduated or will graduate from our university are exempt.</p>
③Transcripts	<p>Transcripts must be issued and sealed by the president or the dean of the relevant university.</p> <p>Submit the transcripts listing grades of all credits obtained while at the university.</p>
④Resume	<p><b>Use the form provided.</b></p> <p>Please download the forms from the official Okayama Prefectural University website.</p> <p>Fill in the relevant column with the preferred major you listed in the application form (original).</p> <p>If you have received any awards, please provide details.</p> <p>Applicants who have completed or will complete the 15-year or 16-year curriculum of school education in an overseas country are required to include a complete academic history from entrance to elementary school.</p> <p>Applicants filing from outside of Japan are asked to provide a contact address in Japan as an alternate contact address other than listed above (e.g. an address in their home country).</p>
⑤Statement of Purpose for Research	<p><b>Use the form provided.</b></p> <p>Fill in the relevant column with the preferred major you listed in the application form (original).</p> <p>Please download the forms from the official Okayama Prefectural University website.</p>
⑥Portfolio	<p>Submit your achievements in the specialization (products, publications etc.) via USB flash drive, etc. Please delete information that is not related to the screening before submission. The USB flash drive will be returned to you later.</p>
⑦Content of the portfolio	<p>Use the form provided by the OPU to provide the content contained in the portfolio. Please download the forms from the official Okayama Prefectural University website.</p>
⑧Others	<p>(A) Overseas applicants residing in Japan are required to submit a copy of the “certificate of residence” which includes status of residence and period of stay issued by the mayor of the municipal office. Overseas applicants that are not registered residents must submit a copy of the page in their passport that shows their name, birth date and sex.</p> <p>(B) Applicants falling under Qualification ②-(1) in 2 are required to submit documents according to the following classification:</p> <p>(a) Applicants who possess a bachelor’s degree</p> <ul style="list-style-type: none"> <li>· Certification of bachelor’s degree issued by the National Institution for Academic Degrees and Quality Enhancement of higher Education</li> </ul> <p>(b) Applicants who have applied to the National Institution for Academic Degrees and Quality Enhancement of higher Education for certification of bachelor’s degree</p> <ul style="list-style-type: none"> <li>· Acknowledgement of application for certification of bachelor’s degree issued by the National Institution for Academic Degrees and Quality Enhancement of higher Education</li> </ul>

	<p>(c) Applicants enrolled in an advanced course at a technical college that meets the requirements set by the National Institution for Academic Degrees and Quality Enhancement of higher Education as stipulated by Article 6, paragraph 1 of the Degree Regulations (Ordinance of the Ministry of Education No. 9 of 1953)</p> <ul style="list-style-type: none"> <li>· Certificate of prospective completion of the relevant advanced course</li> <li>· Certificate issued by the president of the technical college at which the applicant is enrolled showing that the applicant is scheduled to receive the relevant degree</li> </ul> <p>(C) As for the special entrance examination (for foreign students), if you have any documents certifying your Japanese language ability, please submit a copy of each.</p>
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(Notes)

1. Among the documents required for the application, ④, ⑤ and ⑦ may be downloaded from the website. Use black ballpoint pen for all application forms. Cross out mistakes with a double line and write the correction next to them.
2. Leave the asterisked columns blank.
3. Attach Japanese translations of certificates (except those written in Japanese and English) to the documents required for application.
4. Applicants who wish to have original certificates returned should note this when submitting the application forms. The university will make copies and return original certificates.

#### (5) Examination Fee

- 1 Examination Fee

**30,000 yen**

- 2 Payment Method

Please submit payment for the examination fee by one of the methods shown below in accordance with the online application procedures.

- (1) At a convenience store
- (2) By credit card
- (3) By ATM (Pay-easy payment)/ Net banking

※Fees for Various payments shall be borne by the applicant.

- 3 Payment period

(1) Fall application: From Tuesday, September 24, 2024 to Monday, September 30, 2024

(2) Winter application: From Wednesday, December 18, 2024 to Monday, December 23, 2024

- 4 Refund of Examination Fee

The Examination Fee shall not be refunded except in cases ① through ③ described below. The amount of refund shall be equivalent to the amount of the Examination Fee. Refund of Examination Fee is made upon request. Applicants who fall into one of the following categories and who wish a refund are required to contact the Admissions Service Section, Educational Affairs Division, OPU by the end of the month in which the relevant examination is held to complete the necessary procedures (Examination Fee Payment Certificate is required for the procedure). For Case ②, the Admissions Service Section, Educational Affairs Division, OPU will contact the relevant individual.

① Applicants who paid the Examination Fee but did not submit the application documents

② Applicants who paid the Examination Fee but whose application was not accepted

③ Applicants who have mistakenly paid the Examination Fee twice

- 5 Special Measures

Victims of the Great East Japan Earthquake (2011) or torrential rains in July 2018 are eligible for an examination fee waiver. When you are eligible for this program, please be sure to contact Admissions Service Section, Educational Affairs Division, OPU before you apply online. See our official website for details.



## (6) Interview with the Master's Course Instructor

To discuss the content of research in the Master's Courses in the Graduate School of Design, **other than prospective graduate students of our school must make appointments for interviews with the instructor of the master's course you wish to enter by no later than Tuesday, September 17, 2024 for fall application, and by no later than Wednesday, December 11, 2024 for winter application. Applicants are also required to obtain approval from a course instructor before submission.**

<How to contact the instructor you wish to study under>

You may contact the instructor you wish to study under via the Admissions Service Section, Education Affairs Division, OPU. Write the name of the instructor in the text of the e-mail and submit to the above Section (nyushi@oka-pu.ac.jp). Application documents ④, ⑤, ⑥ and ⑧ (A) must be attached to the e-mail because they are used for the interview portion of the application process. (⑧ (A) is required for non-Japanese applicants only.)

### The Instructor

(\*This system is scheduled for the 2025 academic year. Some conditions may change.)

Major	Name
Visual Design Major	KITAYAMA Yukio, Prof. NOMIYA Kengo, Prof. SAITO Mieko, Prof. NISHIDA Makiko, Prof. KAZAHAYA Yuka, Associate Prof.
Craft and Industrial Design Major	SHIMADA Kiyonori, Prof. MIHARA Teppei, Prof. MACEDO Mau, Prof. KAWAI Daisuke, Prof. SAKUMOTO Tomoko, Associate Prof. FUNAYAMA Toshikatu, Associate Prof.
Architectural Major	TSUDA Seita, Prof. NISHIKAWA Hiromi, Prof. HUKUHAMA Yoshihiro, Prof. YOSHIDA Yutaka, Prof. OKAKITA Ikko, Associate Prof.

## (7) Preliminary Consultation for Disabled Applicants

Disabled applicants requiring special consideration while taking the examination or following enrollment are asked to please contact the Admissions Service Section, Educational Affairs Division, OPU by Tuesday, September 10, 2024 for fall application, and by Wednesday, December 4, 2024 for winter application.

Submit the application after receipt of notice of special measures for examinations and enrollment.

Depending on the nature of the consultation, it may take some time to respond, so please consult with us as soon as possible.

## (8) Notes Regarding Application Procedures

- ① Ensure that all required documents are included in the application. Incomplete applications cannot be accepted.
- ② Acceptance may be invalidated at any time if any information provided in the application documents is found to have been falsified.

- ③ Changes to applications will not be allowed after submission. In the case of a change of name, address or telephone number, applicants should notify the Admissions Service Section, Educational Affairs Division, OPU as soon as possible.
- ④ Application documents will not be returned.
- ⑤ Entrance examination admission cards, acceptance letters, etc. will be sent to the contact address specified by the applicant. Applicants filing from outside Japan are asked to specify a contact address in Japan.

### **(9) Review of Qualifications for Application**

Applicants wishing to apply for admission under Application Qualification ⑧, ⑨ or ⑩ in 2-(1) are asked to submit the below-listed documents to the Admissions Service Section, Educational Affairs Division, OPU by no later than Tuesday, September 10, 2024 for fall application, and by no later than Wednesday, December 4, 2024 for winter application for review of the relevant qualification, which must be completed before the application can be accepted. The results of this review will be announced to the applicant.

Applicants are also asked to schedule interviews with the director and the instructor of the master's course before submitting their application. Please ask the Admissions Service Section, Educational Affairs Division, OPU for details about how to contact the instructor you wish to study under.

<b>Documents Required</b>	<b>Preparation Procedures</b>
① Application Form for Review of Qualification for Application	Use the form provided and fill out completely.
② Certificate of Graduation	Applicants who fall under Application Qualification ⑨ in 2-(1) Certificate issued and sealed by the last school attended.
③ Transcripts	(A) Applicants who fall under Application Qualification ⑧ in 2-(1) Sealed transcripts issued by the director of the graduate school at which the applicant is enrolled. (B) Applicants who fall under Application Qualification ⑨ in 2-(1) Sealed certificate issued by the last school that the applicant attended. (C) Applicants who fall under Application Qualification ⑩ in 2-(1) Sealed transcripts listing the subjects, credits, grades, and any comments issued by the president or the dean of the university in which the applicant is enrolled. Submit the transcripts listing grades of all credits obtained while at the university.
④ Certificate of Prospective Credits to be Earned	Applicants falling under Application Qualification ⑩ in 2-(1) enrolled in a university when submitting the application. A document that shows the prospective credits to be earned by the third year in the department of the university at which the applicant is currently enrolled.
⑤ Enrollment certificate	Applicants who fall under Application Qualification ⑧ or ⑩ in 2-(1) (Students enrolled at our university are exempt.)
⑥ Course handbook, student handbook, curriculum table, etc.	Applicants who fall under Application Qualification ⑩ in 2-(1) (Students enrolled at our university are exempt.) Written details regarding credits required for graduation, course descriptions, content of lectures held at the faculty in which the applicant is enrolled.

⑦ Statement of research performance	Applicants who fall under Application Qualification ⑨ in 2-(1) The form provided is used to describe research performance and job experiences, etc. of the applicant after the graduation from a junior college, specialized vocational high school, and other vocational schools.
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(Note)

1. Please download the “form provided” posted on our website.
2. Should the applicant’s application qualifications be approved, application document ② and ③ may be omitted.
3. Applicants falling under Application Qualification ⑩ in 2-(1) must meet the following requirements:

- ① Acquire the required credits for graduation in all general education by the end of the 2<sup>nd</sup> year
- ② Acquire all 1<sup>st</sup> and 2<sup>nd</sup> year core subject credits by the end of the 2<sup>nd</sup> year
- ③ Acquire a grade of 80% or higher in 80% or more of the required courses taken by the end of the 2<sup>nd</sup> year
- ④ Anticipate having greater than the number of credits normally acquired by the end of the 3<sup>rd</sup> year (including required courses)

However, applicants who fall into either of the following categories as of Tuesday, April 1, 2025 will be disqualified even after passing the entrance examination and completing the enrollment procedures:

- ① Applicants who fail to achieve grades of 80% or more in 80% of the courses taken by the end of the 3<sup>rd</sup> year.
- ② When the actual number of credits acquired by the end of the 3<sup>rd</sup> year is less than the number of credits normally acquired.

**Students enrolling under Application Qualification ⑩ in 2-(1) withdraw from their universities before graduation. For this reason they lose eligibility for national examinations that require a certificate of university graduation.**

#### 4. Examination Schedule

##### (1) Examination Date

###### ① For Fall Application

<b>Exam Date</b>	<b>Thursday, October 17, 2024</b>
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###### ② For Winter Application

<b>Exam Date</b>	<b>Thursday, January 23, 2025</b>
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##### (2) Selection

Selection for admission is based on a comprehensive evaluation of the results of short essay and interview (including document and portfolio screening).

##### (3) Tested Subjects & Time Table (What to Bring)

Timetable	Tested Subjects & Contents	
10:00 a.m. – 12:00 a.m. (120 min.)	<b>Short Essay</b>	<p><b>The Short Essay of design - related</b> (description and answer by Japanese)</p> <p>*Applicants are allowed to bring dictionaries including electronic ones except those with other functions.</p>
1:30 p.m. –	<b>Interview</b>	

- ① **Applicants should be enter the designated examination room(or interview waiting room) and be seated by the time shown in the table below.** Examination and interview waiting room numbers will be posted at the examination venue on date of the examination. See the subparagraph 4-(4) regarding the location and the time for submission of work and portfolio.

Exam Type	To be Seated	Exam Begins
Short Essay	9:45AM	10:00AM
Interview	1:15PM	1:30PM

- ② **Applicants are permitted to enter the designated short essay/interview room up to 30 minutes after the short essay/interview has started.** However, the examination time will not be extended.
- ③ Applicants are not allowed to leave the examination room until the designated ending time.
- ④ Applicants who fail to take the short essay or interview will be eliminated from consideration.

#### (4) Allocation of Points

Master's Course	Exam Type	Short Essay	Interview	Total Points
Master's Course of Design	Ordinary Exam	100	200	300
	Special Exam	50	250	300

(Notes) Documents and portfolio screening are contained in the interview evaluation.

#### (5) Examination Venue

Okayama Prefectural University Faculty of Design  
111 Kuboki, Soja-shi, Okayama Pref. 719-1197

#### (6) Precautions for Examination

##### Belongings on the day of the entrance examination

- ① At least five days prior to the day of the examination, we will announce that the Entrance Examination Admission Card is available for printing via the official OPU website and in an email sent to your registered e-mail address. Print this out and bring it with you. (A4 or letter sized, color, no expanding nor shrinking)  
If you haven't received the notification e-mail, you may print out the Entrance Examination Admission Card from the official OPU website.  
If it is less than five days prior to the examination date and the website is not showing a button for printing out the Entrance Examination Admission Card, please contact the Admissions Service Section, Education Affairs Divisions at OPU.
- ② The Entrance Examination Admission Card must, according to the instruction the proctors, be put on the desk at the time of examination.  
Applicants who failed to bring their Entrance Examination Admission Card should have the temporary card issued at the Examination Headquarter without delay.  
**The entrance examination admission card is necessary for the enrollment procedure. Please keep it even after the examination.**
- ③ Do not leave anything on the desk expect an Entrance Examination Admission Card, pencils (mechanical pencils), an eraser, a pencil cap, a manual pencil sharpener (electric/ battery-powered sharpeners prohibited), a watch (must have a silent second hand), glasses, a handkerchief, tissues (without package), eye drops, dictionaries and a thumb stall.  
Electronic dictionaries having functions for communication or connection to the Internet are not allowed.

Proctors may confiscate items not listed above until the end of the examination. Electronic devices (Except for electronic dictionaries only providing dictionary function), including mobile or smart phones, and wearables cannot be used during the examination period.

- ④ Examinees are not allowed to use such electronic devices as mobile phones, smartphones, or wearable appliances during taking examination. Never fail to turn off those devices and alarm function before entering the examination/ interview waiting room. If an examinee's mobile phone or other device makes a sound during the examination, proctors will remove it from the room, and hold it at the examination headquarters until the end of the relevant examination.
- ⑤ In order to identify the examinee, proctors may ask you to remove masks and/or hats.
- ⑥ Examinees are prohibited from borrowing any items from other examinees during the examination (or interview waiting room).
- ⑦ Examinees are allowed to read any books except for digital books or drink water during waiting for the interview, however examinees must obtain permission from the proctor to do so in advance.
- ⑧ Please bring your lunch, if necessary.
- ⑨ If an examinee left something carelessly in the campus, we will keep it for a certain period since the examination day. However, it will be abolished after certain period.
- ⑩ Applicants found to be engaging in dishonest behavior will be asked to leave the room. Applicants asked to leave cannot retake any of the examinations, and all examination results will be invalidated.

### **Dishonest behavior**

- ① Examinee who behaved dishonestly are ordered to stop taking examination and leave the room at once. S/he cannot continue the examination and all the result shall become invalid. In addition, depending on the nature of the dishonest behavior, we may submit an incident report to the police. Dishonest behaviors include those listed below:

- Intentionally providing false information on the Admission Application Form, Entrance Examination Admission Card, or Answer Sheet.
- Cheating on the examination.
- Providing answers to other applicants or helping other applicants to cheat.
- Bringing the examination questions paper out of the examination room before the examination ends.
- Bringing the answer sheet out of the examination room before the examination ends.
- Opening the examination questions or answering before told to start answering.
- Using electronic devices(Except for electronic dictionaries only providing dictionary function), including mobile or smart phones and wearables during the examination period.
- Continuing to answer questions after being told to stop.

- ② Behaviors shown below may be deemed dishonest. Examinees who do not follow instructions or who are deemed to have engaged in dishonest behavior will be treated as above.

- Wear or holding electrical devices(Except for electronic dictionaries only providing dictionary function), including mobile or smart phones and wearables without permission during the examination period.
- Interfering during the examination by, for example, not disabling the sound of mobile phones and watches (ring tone, alarm, vibration, etc.).
- Making false announcements regarding the examination to be advantageous for him/herself or other examinees.
- Disturbing other examinees at the examination venue.
- Disregarding instructions given by proctors.
- Behavior that may spoil the fairness of the examination.

## Others

- ① In the event of unforeseen circumstances (natural disaster, etc.) that prevent administration of the examination on the predetermined schedule or necessitate emergency contact with applicants, the university will post information on the official Okayama Prefectural University website.
- ② Any other information will be sent to the e-mail address registered with the online application system.

## 5. Announcement of Successful Applicants

### (1) Announcement Date

#### ① For Fall Application

**10 a.m., Friday, November 1, 2024**

#### ② For Winter Application

**10 a.m., Friday, January 31, 2025**

### (2) Announcement Procedures

The ID numbers of successful applicants and the method of obtaining a letter of acceptance are shown on the official OPU website (hereinafter, “Examination Result Announcement Page”). (No announcement will be posted on the bulletin board.)

Visit the “Examination Results” on Post@net, online application site (Post@net portal site) (hereinafter “Post@net”) to check your results. If you passed the examination, please download the “letter of acceptance” and documents required for enrollment. (We do not send a “letter of acceptance” or documents required for enrollment.)

We do not respond to any inquiries via telegram, telephone, mail, e-mail, or etc.

(Note) We have nothing to do with any persons who deal with sending notification of acceptance in campus on the day of Exam. Please note that we do not take responsibility for this matter.

## 6. Enrollment Procedures

### (1) Enrollment Steps

Please check the documents required for enrollment you have downloaded from the Post@net for details regarding the enrollment procedure.

Submit the documents described in paragraph (4) below by registered express mail.

However, you may bring those documents only the last day of the enrollment procedure period, between 9 a.m. and 5 p.m.

If you plan to bring your application documents in person, please contact us at least one day before the day you plan to bring them.

### (2) Enrollment Procedure Period

#### ① For Fall Application

**From Monday, November 11, 2024 to Wednesday, November 13, 2024  
(Due no later than the last day)**

#### ② For Winter Application

**From Thursday, March 13, 2025 to Friday, March 14, 2025  
(Due no later than the last day)**

### (3) Where to Complete Enrollment Procedures

Admissions Service Section, Educational Affairs Division

Okayama Prefectural University

111 Kuboki, Soja-shi, Okayama Pref. 719-1197

#### (4) Documents Required for Enrollment

Documents Required for Enrollment	Preparation Procedures
① Entrance Examination Admission Card	
② Affidavit	Fill out the form provided and affix your seal or signature.
③ Certificate of Residence (Application for Certification)	“Okayama Prefecture Residents” in 7-(1)-① are required to submit this certificate. Fill out the form provided (not the form used by the local government) and have it approved by your relevant local government office.
④ Entrance Fee	Applicants are required to remit the amount listed in 7-(1) on page 12. Use the form provided by OPU, fill in the required items, and complete the payment procedure.
⑤ 1 photo (For student ID card)	The master’s course and the applicant’s name should be written on the reverse side of a 4cmHx3cmW color photos (front upper body, no hats, and no background scenery)
⑥ Certificate of Graduation (Diploma)	Required for applicants who take the examination prior to the graduation and who fall under either of the following qualifications (Applicants from our university are exempt.) · Qualification ① to ⑥ : Certificate of graduation or diploma · Qualification ⑩ : Transcripts

(Notes)

1. Please download “the form provided by OPU” from the Examination Results on Post@net.
2. Certificate of graduation, etc. described in ⑥ are used to verify the applicant’s qualification for admission (Application Qualifications ① to ⑥, and ⑩ shown in above 2). Relevant applicants must submit this by Monday, March 31, 2025.

#### (5) Enrollment Procedure Precautions

- ① Enrollment procedures must be completed by the specified date. Applicants who fail to complete the procedure by the specified date will be deemed to have declined enrollment.
- ② Incomplete enrollment documents or documents delivered after the enrollment procedure period will not be accepted. Entrance fees will not be accepted after the enrollment procedure period.
- ③ Enrollment documents will not be returned.
- ④ Applicants who are not eligible for enrollment as of Tuesday, April 1, 2025 will not be admitted to enroll.

### 7. First-Year Payment

#### (1) Entrance Fee

Payment of the entrance fee is required at the time of enrollment. Instructions will be included with the letter of acceptance.

- |                                |                    |
|--------------------------------|--------------------|
| ① Okayama Prefecture Residents | <b>188,000 yen</b> |
| ② Non-residents                | <b>282,000 yen</b> |

(Notes)

1. Okayama Prefecture Residents are defined as either:
  - ① Individuals residing in Okayama Prefecture since April 1, 2024.
  - ② Individuals whose spouse or first-degree relative has resided in Okayama Prefecture since April 1, 2024.

2. Residency must be verified with a Certificate of Residence issued by the mayor of the relevant local government office.  
Individuals subject to Note 1-② or who have moved within Okayama Prefecture after April 2, 2024 must contact the Admission Service Section, Educational Affairs Division, OPU to submit additional documents.
3. Admission fee is subject to change. Revised admission fees shall apply from the date of revision.
4. Entrance fees shall not be refunded except in cases ① through ③ described below. The amount of refund shall be equivalent to the amount of the entrance fee. Refund of the entrance fee is made upon request. Individuals who fall into one of the following categories and wish a refund are asked to contact the Entrance Examination Team, Admissions Service Section, OPU by Wednesday, March 19, 2025 to complete the required procedures (Entrance Fee Payment Certificate is required). For Case ②, the Admissions Service Section, Educational Affairs Division, OPU will contact the relevant individual.
  - ① Individuals who paid the entrance fees but did not submit the enrollment documents
  - ② Individuals who paid the entrance fees but did not complete the enrollment procedures
  - ③ Individuals who mistakenly paid the wrong amount for the entrance fee

## (2) Tuition

- ① Amount (Yearly amount)      **535,800 yen**
- ② Payment Procedures              Payment in two installments for the first and second semesters after enrollment
- ③ Payment Period                      1<sup>st</sup> semester; the end of July / 2<sup>nd</sup> semester; the end of Nov.

(Note) The tuition is paid by account transfer. Please follow the necessary procedures at the time of enrollment. Tuition paid will not be refunded. Tuition is subject to change.  
Revised tuition shall apply from the date of revision.

## (3) Insurance Fee, Supporter's Association Fee, Alumni Association Fee

### ① Amount

Insurance Fee*	Supporter's Association Fee	Alumni Association Fee
<b>2,430 yen</b> (for 2 years)	<b>42,000 yen</b> <u>Admission fee 20,000 yen</u> + Membership fee (for 2 years) 22,000 yen	<b><u>10,000 yen</u></b>

\*Fees for the Personal Accident Insurance for Students Pursuing Education and Research (Gakkensai), and Insurance for Accidents Involving Third Parties or Their Property for Students Covered Under Gakkensai provided by the Japan Educational Exchanges and Services (JEES)

(Note) OPU undergraduate or graduate school graduates or prospective graduates are not required to pay the supporter's association enrollment fee or alumni association fee (underlined).

### ② Payment Method

Please pay by bank transfer when enrolling. The amount is refundable if enrollment is declined.

(Note) Payment method for the fees for insurance, supporter's and alumni associations will be announced separately

## 8. Degree Areas Written on the Master's Diploma

Upon satisfactory completion of the requirements for graduation from the Graduate School of Design at Okayama Prefectural University, students are awarded a master's degree. The degree area written on the master's diplomas are "Fine Arts in Design."



## **9. Subject Registration for Adult Students**

In compliance with Article 15 of the Graduate Schools Establishment Standard (Ministry of Education Ordinance No. 28 of 1974), the university has established a “Register Extension System” that allows students to extend their studies for a specified period beyond the standard course term in order to cope with the difficulties often faced by working adults.

Those who wish to take advantage of the Register Extension System must apply for approval from the university. After approval has been granted, however, students are not able to modify the specified period, withdraw from the system, or apply for an exemption of tuition, or delay of payment. Applicants are, therefore, strongly advised to consult with a faculty instructor before applying for the Register Extension System.

## **10. Security Export Control**

Okayama Prefectural University performs the security export control based on “Foreign Exchange and Foreign Trade Act” so that education and study contents to foreign students do not obstruct maintenance of international peace and the security.

International applicants who fall under any of the conditions set out in said regulations may be unable to enter their desired course or program.

## **11. Scholarships and Tuition Exemptions**

Consultation and advice on scholarships and tuition exemptions are available following enrollment. Please contact the Student Support Team, Admission Service Section, OPU.

## **12. Personal Information**

Personal information obtained through the selection of entrants, etc. shall be handled in Accordance with the Act on the Protection of Personal Information (At No.57, 2003), and Okayama Prefectural University rules, and used only for the following matters:

- ① Personal information provided by applicants during the application process is used to facilitate the selection process (application processing, screening), announcement of successful applicants, and enrollment procedures. In addition, personal information is used to examine and improve the selection process and program offerings. However, all information presented in explanations or support of said examination or improvements will be processed to prevent the identification of individuals.
- ② Personal information provided during the enrollment process is used to facilitate admission and study (school registration, study guidance, etc.), student support (health care, applications for tuition reduction and exemptions, applications for scholarships, assistance in job searches, etc.), and the collection of fees.
- ③ Personal information provided by applicants who have passed the entrance examination is used by the alumni and supporters’ associations to provide information related to their official activities.
- ④ A part of the above-listed duties may be entrusted to subcontractors. To ensure that said subcontractors are able to fulfill their duties, they are provided with personal information to the extent required.

### **III Invitation from the Graduate School of Design (Master's Courses), Okayama Prefectural University**

#### **1. Overview of the Master's Course of Design**

##### **Research & Education in the Course**

The Master's Course of Design comprises three courses: the Visual Design Major, the Craft and Industrial Design Major, and the Architectural Major. All are designed to help students acquire universal knowledge and skills in the individual specializations pursued in their undergraduate studies and advance research to achieve excellent outcomes. We also provide common subjects for all students enrolled in this Course to advance their management skills as well as their ability to conduct interdisciplinary research, design excellent work, succinctly describe the import and application of their research, and publicize their results.

The Master's Course of Design provides education and research opportunities to cultivate researchers and specialists such as designers, creators, architects, and planners with advanced knowledge and skill capable of providing solutions to a wide variety of societal issues by combining their specialization in the fields of craft and industrial design, architecture and visual design with their knowledge in surrounding academic fields.

##### **[Visual Design Major]**

The Visual Design major provides education and research opportunities to increase students' specialized knowledge and skills, and further develop their ability to think logically based on the graphics and movies that comprise the major media for visual communication.

##### **[Craft and Industrial Design Major]**

The Craft and Industrial Design major provides education and research opportunities to increase students' specialized knowledge and skills, and further develop their ability to think logically to explore product design and expression capable of improving our lifestyles.

##### **[Architectural Major]**

The Architectural major provides education and research opportunities to increase students' specialized knowledge and skills, and further develop their ability to think logically for the advancement of town development and urban environments based on architectural spaces that form the foundation of human life.

## 2. Instructors & Research Content

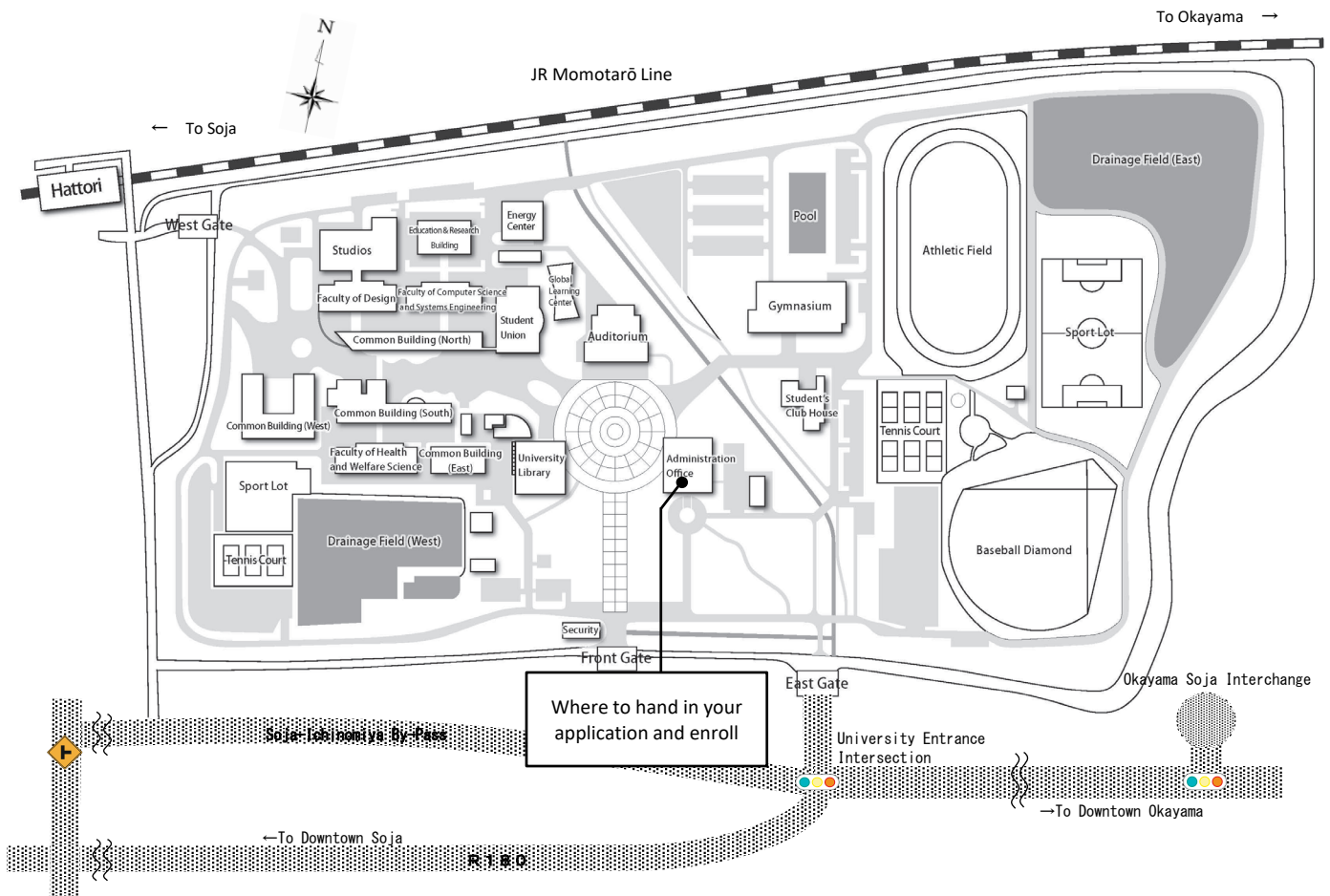
(Plan for April 1, 2025)

Major	Title and Name	Specialty and Research Content
Visual Design Major	KITAYAMA Yukio, Prof.	<ul style="list-style-type: none"> <li>• Photographic Design</li> <li>(1) A study of exhibition methods of photographic art</li> <li>(2) Effects of exhibitions, Research on the history of photographic techniques and the utilization of photographic expression</li> <li>(3) Photo expression utilizing the stitching method</li> </ul>
	NOMIYA Kengo, Prof.	<ul style="list-style-type: none"> <li>• Graphic Design</li> <li>• Typography</li> <li>(1) A study of graphic symbol and VI centering on symbol marks/logotypes</li> <li>(2) Font image</li> </ul>
	SAITO Mieko, Prof.	<ul style="list-style-type: none"> <li>• Visual Image Design</li> <li>(1) Provision of disaster prevention and reduction information utilizing digital technology</li> <li>(2) A study of the relationship between visual content and visual environment</li> </ul>
	NISHIDA Makiko, Prof.	<ul style="list-style-type: none"> <li>• Graphic Design, Package Design</li> <li>(1) A study of graphic design centering on double images/visual metaphor</li> <li>(2) A study of package design centering on graphics/paper packaging</li> </ul>
	KAZAHAYA Yuka, Associate Prof.	<ul style="list-style-type: none"> <li>• English Education</li> <li>• American Literature</li> <li>(1) Voice function in American poems</li> <li>(2) Relationship between poems and illustrations in American and English juvenile literature</li> <li>(3) Early English Education</li> </ul>
Craft and Industrial Design Major	SHIMADA Kiyonori, Prof.	<ul style="list-style-type: none"> <li>• Textile Design</li> <li>(1) Spatial production in collaboration with different academic fields</li> <li>(2) Art and design in textiles</li> </ul>
	MIHARA Teppei, Prof.	<ul style="list-style-type: none"> <li>• Product Design</li> <li>(1) Product design in local industries</li> <li>(2) Design evaluation</li> </ul>
	MACEDO Mau, Prof.	<ul style="list-style-type: none"> <li>• Ceramic Design</li> <li>(1) Central &amp; South American Pottery</li> <li>(2) Ceramic design</li> </ul>
	KAWAI Daisuke, Prof.	<ul style="list-style-type: none"> <li>• Aesthetics</li> <li>• History of Art</li> <li>(1) Aesthetics in the 20th century English-speaking world</li> <li>(2) History of art in the 1960's Japan and the United States</li> </ul>
	SAKUMOTO Tomoko, Associate Prof.	<ul style="list-style-type: none"> <li>• Ceramic Design</li> <li>(1) A study of molding ceramics and ceramic design</li> </ul>
	FUNAYAMA Toshikatsu, Associate Prof.	<ul style="list-style-type: none"> <li>• Product Design</li> <li>(1) Proposals for the development of new fields</li> <li>(2) New material development, commercialization and product development</li> </ul>

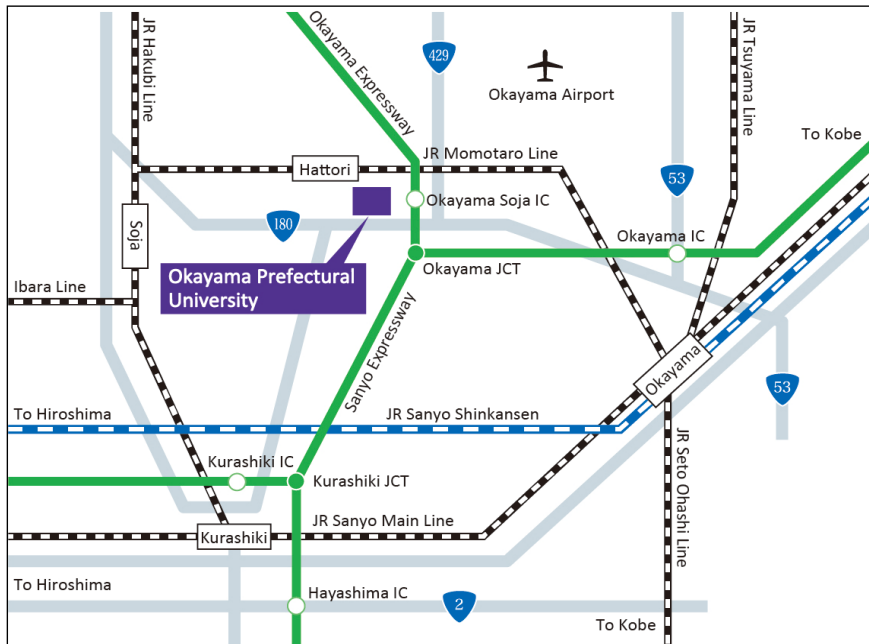
Major	Title and Name	Specialty and Research Content
Architectural Major	<p>TSUDA Seita, Prof.</p>	<ul style="list-style-type: none"> <li>• Architecture</li> <li>• Structural Design</li> </ul> <p>(1) Mechanical design of retractable and deployable structures (2) Analysis and Optimum design of shell and spatial structures</p>
	<p>NISHIKAWA Hiromi, Prof.</p>	<ul style="list-style-type: none"> <li>• Architecture</li> <li>• Urban Design</li> </ul> <p>(1) History of Modern Architecture and Urban (2) History of Urban Planning</p>
	<p>HUKUHAMA Yoshihiro, Prof.</p>	<ul style="list-style-type: none"> <li>• Architecture</li> <li>• Construction Design</li> </ul> <p>(1) Region-specific Construction Methods (2) Construction Methods in the Early Modern Times of Japan</p>
	<p>YOSHIDA Yutaka, Prof.</p>	<ul style="list-style-type: none"> <li>• Architecture</li> <li>• Architectural Design</li> </ul> <p>(1) Theory and practice of architectural design effectively using the characteristics of space (2) Aesthetic systems in modern architecture in Germany</p>
	<p>OKAKITA Ikko, Associate Prof.</p>	<ul style="list-style-type: none"> <li>• Architecture</li> <li>• Architectural History</li> </ul> <p>(1) Research on Materiality seen in Renaissance architecture (2) Aspects of classicism in architecture (3) Research on architectural description</p>

## IV Map to Examination Venue Okayama Prefectural University

※NO SMOKING ALLOWED ON THE CAMPUS



### Examination Venue Guide



#### <Transport>

A 5 minute walk from JR Momotaro Line Hattori Station(takes approximately 30 minutes from JR Okayama Station and 8 minutes from JR Soja Station)

Approximately 2.5km from the Okayama Expressway, Okayama Soja Interchange.

Approximately 18km from the center of Okayama city (via Route180) and 12km from the center of Kurashiki city (via Route 429).

## **Where to contact concerning application, entrance examination and other information**

Admissions Service Section

Okayama Prefectural University

111 Kuboki, Soja-shi, Okayama Pref. 719-1197, JAPAN

Phone:+81-866-94-9161(Direct Number)

+81-866-94-2111(Main Number)

Website <https://www.oka-pu.ac.jp/>

e-mail address [nyushi@oka-pu.ac.jp](mailto:nyushi@oka-pu.ac.jp)