

Important Notes for Your T-cens Application

UTokyo Online Application System for Short-Term Program

T-cens SP log in : https://t-cens-sp.adm.u-tokyo.ac.jp/t-cens_sp/login.php

Read these matters that require your attention before completing the application. Please refer to sample copy for clarity.

- **Personal Information**

Form 3: Academic Background << **Required field** >>

- Please fill out starting with your most recent education (including current education).
- ⇒ See the **Sample 1**

Form 4: Financial Arrangements

- Due to system requirements, these fields must be completed. Please note, however, that the information will not be used in any part of the ESEP selection process. Rough estimates are acceptable.
- ⇒ See the **Sample 2**

- **Program Selection (STAGE 1)**

- Form 1: Name of Course/Lab/Supervisor for which you wish to apply << **Required field** >>

- Please choose the **name of the professor** supervising your first choice laboratory.
- ⇒ See the **Sample 3**

- Form 2: Additional Comments

Please answer the following question in the field labeled

“**Comment 1.**”

Question:

- Is there anything you cannot eat or drink because of your religion, beliefs, health, or other circumstance(s)? ⇒ See the **Sample 4**



Application No. 00000000511

Family name

First name

E-mail address

Change personal information



Personal Information

Change password

CHANGE PASSWORD

Personal Information

Form1

Form2

Form3

Form4

FileUpload

SAVE

[Procedures]

1. Complete filling out the forms and uploading the files respectively.
2. It is not necessary complete the forms or upload the files in a particular order.
3. Click on the "SAVE" button to save any entries you have already made, especially when you are will be stepping away from your computer for any length of time.
4. Fields with asterisks (*) must be completed.

[Note]

1. You will only be able to select the programs you wish to apply for after you have successfully uploading of files.
2. Do not use the browser's BACK button. Use the Home button on the top right hand side or the FORM buttons at the top to switch pages.

Fill out in reverse chronological order, from current education to high school level.

Required fields!

Registration of personal information Please select the program you wish to apply for

Form 1 Saved

Program selection

FORM3. Academic Background

Please start with the last and most recent higher education including the current one.

Education 1

Education level	<input type="text" value="Tertiary Education/Undergraduate Level"/>
Name of school	<input type="text" value="The University of Tokyo"/>
Address of school (City or Town, State or Province, Country) (e.g. Hongo, Tokyo, Japan)	<input type="text" value="Hongo, Tokyo, Japan"/>
Period of study (MM/YYYY)	From <input type="text" value="04/2017"/> To <input type="text" value="11/2019"/>
Actual duration of study	<input type="text" value="3 years"/> (automatically entered)
Required years of schooling	<input type="text" value="4 years"/>
Studying	<input type="text" value="Engineering"/>
Major subject	<input type="text" value="Electrical Engineering"/>

From admission date to current date or completion date

← Years you need to complete your current degree course.

Education 2

Education level	<input type="text" value="High School"/>
Name of school	<input type="text" value="Tokyo High School"/>
Address of school (City or Town, State or Province, Country) (e.g. Hongo, Tokyo, Japan)	<input type="text" value="Komaba, Tokyo, Japan"/>
Period of study (MM/YYYY)	From <input type="text" value="04/2014"/> To <input type="text" value="03/2017"/>
Actual duration of study	<input type="text" value="3 years"/> (automatically entered)

Personal Information

Form1

Form2

Form3

Form4

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4. Fields with asterisks (*) must be completed.

[Note]

1. You will only be able to select the programs you wish to apply for after you have successfully submitted all the "Personal Information" section including any uploading of files.
2. Do not use the browser's BACK button. Use the Home button on the top right hand section of the top banner. Use the Personal Information on the top page or the FORM buttons at the top to switch pages.

Form 3 Saved

Registration of personal information is now complete.
Please select the program you wish to apply for.

[Program selection](#)

FORM4. Language Proficiency / Financial Information / Health Condition

Language Proficiency

Japanese

Japanese Language Proficiency *

- I have JLPT N1 (Attach official certificate).
 I am a native speaker.
 Good (able to follow classes conducted in Japanese)
 Poor (less than above)
 Have not studied Japanese in the past

English

English Language Proficiency *

- I am a native speaker.
 I am not a native speaker and have taken English proficiency tests.
- TOEFL(iBT) Score
 IELTS Overall Band Score
 Cambridge English
 TOEIC Score
 TOEIC L&R Score
 TOEIC S&W Score
- Non-native speaker but attending a university where the lectures/lessons are in English only. (Excluding foreign language lessons.)
 Good (able to follow classes conducted in English.)
 Poor (less than above)

Financial Arrangements: Where your money is coming from.

(Note: DO NOT include any money you may receive from the program you are applying for.)

Please indicate all sources of financial towards your study at UTokyo by completing any one or combination of #1, #2, #3 and/or #4.

Due to system requirements, a zero total cannot be processed. Further information of financial sources for #2, 3 and/or 4 should be filled in the subsequent sections. Please do not use separators (, or .) with numbers as they cannot be processed.

#1. Own savings *	<input type="text" value="100000"/> JPY / month
#2. From financial supporter * (Ex. Money from relatives/guardians.)	<input type="text" value="0"/> JPY / month
#3. Scholarships * (Ex. Stipends from home university/country etc.)	<input type="text" value="0"/> JPY / month
#4. Other sources of income * (Ex. Any sources other than those listed above.)	<input type="text" value="0"/> JPY / month
Total	<input type="text" value="100000"/> JPY / month

These fields will not be used in any part of the selection process. Rough estimates are acceptable.

If you selected: "#2. From financial supporter", please answer the following questions.

Full name	<input type="text"/>
Relationship	<input type="text"/>
Address	<input type="text"/>
Telephone number	<input type="text"/>
Occupation	<input type="text"/>



Application No. 00000000511

Family name	Suzuki (test)
First name	Yoko
E-mail address	yokos

Change personal information



Change password

CHANGE PASSWORD

Program Selection (STAGE 1)

You are applying for ESEP 2018 (Engineering Summer Education Program)

Form1

Form2

Form3

FileUpload

>>>

Submit Page

SAVE

[Procedures]

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3. Click on the "SAVE" button to save any entries you have already made, especially when you are will be stepping away from your computer for any length of time.
4. Fields with asterisks (*) must be completed.
5. Once you have finished entering data and uploading any files needed as specified in the applications instruction of the program you are applying for, please press the "Submit Page" button to complete the online application.

[Note]

1. If you are not sure which "Graduate School/Research Institute" the program which you are going to apply for belongs to, you will be able to find it on the application information page of the website for the particular program.
2. Do not use the browser's BACK button. Use the Home button on the top right hand section of the top banner. Use the Personal Information on the top page or the FORM buttons at the top to switch pages.

FORM1. Program Selection

Required fields!

Program selection

Graduate School / Research Institute	<input type="text"/>
Only if you select "Other", please specify the name of your Graduate School / Research Institute.	<input type="text"/>
Name of Course/Lab/Supervisor you wish to apply	Ichiro TODAI
Intended Period of Study	25/06/2018 ~ 03/08/2018

Choose the name of the host

Input the term

Form1

Form2

Form3

FileUpload

>>>

Submit Page

SAVE



Application No. 00000000511

Family name	Suzuki (test)
First name	
E-mail	
Address	

Change personal information



Change password

CHANGE PASSWORD

Program Selection (STAGE 1)

You are applying for ESEP 2018 (Engineering Summer Education Program)

Form1 Form2 Form3 FileUpload >>> Submit Page SAVE

[Procedures]

Fill in text fields if applicable. If not, you can skip this form.

[Note]

1. Instructions to what should be entered in the text fields can be found on the application information page of the website for the particular program you are going to apply for.
2. Once you have finished entering data and uploading any files needed as specified in the applications instruction of the program you are applying for, please press the "Submit Page" button to complete the online application.
3. Do not use the browser's BACK button. Use the Home button on the top right hand section of the top banner. Use the Personal Information on the top page or the FORM buttons at the top to switch pages.

Form 1 Saved

FORM2. Additional Comments

Comments

Comment 1

Write the answer here.

Question:
Is there anything you cannot eat or drink because of your religion, beliefs, health or other circumstance(s)?

Comment 3

Comment 4

Add forms

Form1 Form2 Form3 FileUpload >>> Submit Page SAVE