April 2027 Admission

Hiroshima City University
Graduate School of Peace Studies Doctoral Program

Application Guidelines

General Admissions

HCU designated forms
(Download the following application documents separately.)

[Sheet A] Entrance Application Form

[Sheet B] Curriculum Vitae

[Sheet C] Exam Admission Ticket, Photograph Sheet,
Entrance Examination Fee Transfer Certificate Attachment Sheet

・Entrance Examination Fee Bank Remittance Form

Hiroshima City University

Issued: November 2026

1. Admission Policy

Hiroshima City University (HCU) Graduate School aims to foster individuals who possess rich sensitivity and a passion for the pursuit of truth, who respect diverse cultures and values, and who aspire to peace. Furthermore, it seeks to cultivate professionals with cutting-edge and advanced expertise, profound knowledge, the ability to identify, analyze, and solve problems, and a strong sense of ethics, enabling them to make broad contributions to society.

In order to nurture such professionals, HCU Graduate School seeks to admit:

- Persons who are well rounded and have a strong enthusiasm for learning
- Persons who are intellectually curious, inquisitive, and eager to create and utilize new knowledge
- Persons who wish to contribute positively to world peace and the development of local communities and the international community

The Graduate School of Peace Studies Doctoral Program seeks to admit:

- Persons who can scholastically investigate, and objectively and scientifically analyze the background and causes of international conflicts, global issues, and various other events
- For adults who have work experience, persons with a strong interest in peace, human rights, and democracy, and who, after scholastically redefining and deepening their preeminent knowledge and experience in creating and maintaining peace, are eager and enthusiastic about communicating strongly about these topics and using their knowledge in their future work
- Persons who can independently think about and study the systems and criteria necessary to create and maintain peace, and who are eager and enthusiastic about communicating their preeminent ideas both domestically and abroad from the standpoint of creating peace

2. Degrees Conferred

The Graduate School of Peace Studies Doctoral Program will confer a “Doctor of Philosophy (Peace Studies)” degree.

3. Number of Applicants to Be Admitted

Department	Recruitment category	Enrollment
Peace Studies	General Admissions	4 persons

4. Application Qualifications

(1) Application Qualifications

Applicants must meet any of the following qualifications (or, for items (1) to (5), be expected to meet them by March 31, 2027).

① Persons who have been conferred a Master’s degree or Professional degree (refers to a Professional degree as stipulated by Article 5, Paragraph 2 of the Degree Regulations [Ordinance of the Ministry of Education, Science and Culture No. 9 of 1953] pursuant to stipulations in Article 104, Paragraph 1 of the School Education Act, the same hereinafter)

② Persons who have been conferred a degree equivalent to a Master’s degree, Professional degree abroad or who have been conferred such a degree

③ Persons who have been conferred a degree equivalent to a Master’s degree or Professional degree by completing a correspondence course offered by an overseas school in Japan

④ Persons who have been conferred a degree equivalent to a Master’s degree or Professional degree by

completing the program of an overseas school in Japan that is designated by the Minister of Education, Culture, Sports, Science, and Technology as corresponding to an overseas graduate school

⑤ Persons who have been conferred a degree equivalent to a Master's degree by completing a program at United Nations University

⑥ Persons who have undertaken a course of study at a foreign educational institution, an educational institution as designated under item 4, or the United Nations University, and have passed the examinations stipulated in of the Standards for Establishment of Graduate Schools, or equivalent examinations, and have been deemed to possess an academic ability equivalent to or higher than that of a Master's degree.

⑦ Persons specified by Successive Ministers of Education, Culture, Sports, Science and Technology

⑧ Persons who have reached the age of 24 by March 31, 2027 and whose academic ability is recognized as equaling or exceeding that of a person with a Master's degree or Professional degree, based on an individual review of their qualifications for admission by this university's Graduate School

(2) Preliminary review

Persons who wish to **apply based on the qualification ⑦ and ⑧** above will undergo a preliminary review to confirm their eligibility to apply. Be sure to contact the Admissions Office and then submit the following documents. If sending them by mail, use **registered mail**, and write **"Contains preliminary review application for the Graduate School of Peace Studies Doctoral Degree Program"** in red ink on the envelope surface. Refer to **"5. Application Procedure" → "(4) Where to apply / contact information for application and examinations"** later for where to submit the documents. If bringing the documents in person, the reception hours are from 9:00 a.m. to 5:00 p.m. Reception is not available on Saturdays, Sundays and holidays. The result of the review will be notified to the applicant by mail by the application period.

[Preliminary review documents]

a. Preliminary review application (HCU designated form)
b. Resume (HCU designated form)
c. Research and other achievements
   Use A4-sized sheets. Japanese should be about 2,000 characters, and English should be about 1,200 words.
d. Documents ⑥ to ⑪ in **"5. Application Procedure" → "(5) Application documents"**
e. Copies of certificates showing academic abilities, qualifications, or certifications obtained since attaining highest educational level (it applicable)
f. Return envelope (rectangular #3, 23.5 cm x 12 cm) . Please write your postal code, address, and name on the envelope, and affix 110 yen worth of stamps. If you live outside of Japan, you do not need to submit this.

Note 1: Forms designated by HCU will be issued upon request.

Note 2: If a submission document is prepared in a language other than Japanese or English, be sure to attach its Japanese or English translation.

[Submission deadline] Must arrive by 5:00 p.m. on December 3 (Thu), 2026 (JST)

5. Application Procedure

(1) Prior consultation

Referring to "Faculty Members of the Graduate School of Peace Studies Doctoral Degree Program" on page 15 or HCU website, select your desired supervisor from among the faculty members. **Before applying, be sure to consult in advance with the faculty member through the Admissions Office**. Applications cannot be accepted if you did not carry out the prior consultation.

For seeking prior consultation, applicants are required to send an e-mail with the subject line "Prior Consultation of Peace Studies (Doctoral Program)" to the Admissions Office (nyushi@m.hiroshima-cu.ac.jp). The e-mail must include: **1) your name** and **2) the name of a faculty member you wish to work with**, and attach ② **Curriculum Vitae**, ⑩ **Abstract of Master's degree thesis, etc.** and ⑪ **Research Proposal** data in **"(5) Application documents"**.

[Inquiry deadline] December 8 (Tue), 2026 (JST)

* If you would like to receive a prior consultation after the deadline, please contact the Admissions Office.

(2) Application period

December 15 (Tue) to 21 (Mon), 2026 (Must arrive by 5:00 p.m. on final day, JST)

Only application documents sent from within Japan, and only if all required documents are complete, will be accepted if sent by registered express mail postmarked by **December 20 (Sun), 2026**, even if they arrive after the deadline.

(3) How to apply

After having prior consultation with your desired supervisor, place all application documents in an envelope (rectangular #2, 24.0 cm x 33.2 cm) and **submit it to the Admissions Office within the application period**, either by mail or delivery in person. If submitting by mail, be sure to use **registered express mail**, and write **"Application Documents for Admissions (Doctoral Program)"** in red ink on the envelope surface.

If you bring the documents, the reception hours are from 9:00 a.m. to 5:00 p.m. Reception is not available on Saturdays and Sundays.

* We recommend using a tracking service such as Express Mail Service (EMS) or DHL when mailing.

(4) Where to apply / contact information for application and examinations

Admissions Office, Hiroshima City University,
3-4-1 Ozuka-Higashi, Asaminami-ku, Hiroshima-shi 731-3194 Japan
E-mail: nyushi@m.hiroshima-cu.ac.jp

(5) Application documents

Document Required for Application			How to Prepare
①	Entrance Application Form	[Sheet A]	Enter the required information on the HCU designated form. When making entries, carefully read the **NOTES** items shown in the margins.
②	Curriculum Vitae	[Sheet B]	

Document Required for Application			How to Prepare
③	Exam Admission Ticket	[Sheet C]	Enter the required information on the HCU designated form.
④	Photograph Sheet	[Sheet C]	Enter the required information on the HCU designated form. Photos must be taken within 3 months prior to application, 4 cm H x 3 cm W, showing upper body, uncovered head, facing camera, and no background. Write your name and date of birth on the back before fixing it. *The photo will be used on your student ID card and in our university's academic affairs system.
⑤	Entrance Examination Fee Transfer Certificate Attachment Sheet		Use the HCU designated request form to transfer the entrance examination fee of **30,000 yen** at your financial institution. After making the transfer, affix the "Entrance Examination Fee Transfer Certificate" (bearing the stamp of the financial institution) to the HCU designated "Entrance Examination Fee Transfer Certificate Attachment Sheet." However, **applicants who are currently enrolled in the Master's Program of HCU Graduate School are exempt from paying the Entrance Examination fee.** * The payment method is different for applicants residing outside Japan. For details, please inquire by e-mail to the contact listed in "4) Where to apply / contact information for application and examinations" before the application period begins.
⑥	Academic Transcript		Submit an original academic transcript and one copy prepared by the president or dean of the graduate school you attended or graduated from.
⑦	Degree Certificate or Certificate of Expected Completion **(Original)**		Must be issued by the president or dean of the graduate school you attended or graduated from. If a Certificate of Completion includes degree information, it may be submitted in place of a Degree Certificate. **[For those who graduated from higher education institutions in China, submit the following two items:]** • **Degree Certificate** 学位证明书 **(this is not the Diploma** 学位证书**).** • A printed copy of the **CHSI** verification page (China Higher Education Student Information Network: https://www.chsi.com.cn/xlcx/), i.e., the **China Higher Education Degree Verification (**中国高等教育学位在线验证报告**)**.

	Document Required for Application	How to Prepare
⑧	Report of exam results measuring English proficiency or Japanese proficiency **[Submission not required for persons who are native speakers of English]**	Please submit the score report for **one** of the following tests (A–F). Only test results from examinations taken on or **after February 1, 2025**, and for which the official documents can be submitted by the final application deadline, will be accepted. Original documents will be returned after the examination process is completed. When submitting scores from an online test, only results from tests that included identity verification via camera and were conducted under the supervision of a proctor will be recognized. **A. EIKEN Test in Practical English Proficiency** Submit **a printed copy** of the digital certificate, or original certificate of passing and **one copy**. **B. TOEIC® Listening & Reading Test (including IP Test)** [For applicants who have taken the Public Test] Submit the **original** "Official Score Certificate" and **one copy**, or download the "Test Taker Score Report" from your ETS account and submit **a printed copy**. [For applicants who have taken the IP Test (paper-based / mark-sheet format)] Submit the **original** "Score Report" and **one copy**. [For applicants who have taken the IP Test (online format)] Submit **a printed copy** of "Score Report". **C. TOEFL iBT®** Submit the **original** "Test Taker Score Report" and **one copy**, or download the "Test Taker Score Report" from your ETS account and submit **a printed copy**. **D. IELTS™ (Academic Module)** Submit the **original** "Test Report Form" and **one copy**. or download the eTRF from your account and submit **a printed copy**. **E. Japanese-Language Proficiency Test (JLPT)** Submit the **original** score report and **one copy**. **F. Examination for Japanese University Admission for International Students (EJU)** (Note: You must take the "Japanese" subject.) Submit **a printed copy** of "Score Confirmation Report" from your EJU on-line page.
⑨	Master's degree thesis, etc.	Persons who have a Master's degree thesis at the time of application should submit that Master's degree thesis. Persons without a Master's degree thesis at the time of application should submit 1) their thesis for a Master's degree currently being authored, or 2) activity reports, books, or documents authored through work or privately (other equivalent works are also accepted). **Furthermore, 1) a thesis for a Master's degree may be submitted at a later date. For details, refer to "Submitting at a later date" on page 7.**

Document Required for Application		How to Prepare
⑩	Abstract of Master's degree thesis, etc.	Prepare an abstract of the "Master's degree thesis, etc." in item ⑨ above. Use Japanese or English. Japanese should be in about 1,200 characters, and English should be about 700 words. Write the applicant's name on the first page. Print it on one side of A4 paper. *** If submitting item ⑨ above at a later date, submit ⑩ at a later date as well.**
⑪	Research Proposal	Use Japanese or English. Japanese should be in about 6,000 ~ 8,000 characters, or English should be in about 4,000 ~ 5,600 words. Write the applicant's name on the first page and print it on one side of A4 paper.
⑫	Return envelope	Write your postal code, address, and name on a standard-size envelope (rectangular #3, 23.5 cm x 12 cm) for shipping the exam admission ticket and apply a **110-yen stamp**. If you live outside of Japan, you do not need to submit this.
Master's degree thesis and Abstract *** Submitting at a later date**		Submit it to the Admissions Office within the application period, either by mail or delivery in person. If submitting by mail, be sure to use registered express mail. If you bring the documents in person, the reception hours are from 9:00 a.m. to 5:00 p.m. Reception is not available on Saturdays, Sundays, and holidays. **[Submission deadline] Must arrive by 5:00 p.m. on January 14 (Thu), 2027 (JST)** Only application documents sent from within Japan, and only if all required documents are complete, will be accepted if sent by registered express mail postmarked by January 13 (Wed), 2027, even if they arrive after the deadline. If the documents are not submitted by the deadline, you will lose your eligibility due to incomplete application documents. In this case, the entrance examination fee will not be refunded.

Note 1: Download forms for ① to ⑤ **(for Doctoral Program)** from HCU website.

Note 2: If a document is not prepared as instructed in the "How to Prepare" column (for example, information is omitted, translation is not attached, etc.), the application may not be accepted.

Note 3: **If a document from ⑥ to ⑧ is written in a language other than Japanese or English, be sure to attach its Japanese or English translation.**

Note 4: If you cannot submit an original transcript due to special circumstances, please consult the Admissions Office before the application period begins.

Note 5: Persons who have been granted application eligibility through the preliminary review are not required to resubmit documents that have already been submitted.

Note 6: A certificate with the applicant's maiden name may be used. In such a case, please attach a document stating the date of the name change, the new name and the maiden name filled in by the applicant. (The format is optional.)

Note 7: It is the responsibility of each applicant to carefully consider and submit the application documents.

(6) Precautions when applying

1) Applications will not be accepted if any of the required documents are missing or if the application arrives after the designated application period.
2) After the application documents have been accepted, changes to application items will not be permitted. If, however, your name, address, telephone number, and/or e-mail address changes, promptly contact the Admissions Office.
3) **Once accepted, application documents and entrance examination fees will not be returned. However, we can return your Master's Degree thesis, etc., after reviewing your academic abilities if you wish. Please state so when you apply.**
4) If an application document entry is found to be incorrect, even after the applicant's admission has been approved, said admission may be revoked.

(7) Sending Exam Admission Ticket

An Exam Admission Ticket will send after the application deadline. For applicants residing outside Japan, the Examination Number Notice will be sent to the E-mail address registered on your application form. If you do not receive it by January 22 (Fri), 2027, please inquire with our Admissions Office.

(8) Return of entrance examination fee

Paid examination fees will be returned (refunded) in the cases below. Any service fees that arise in connection with the return will be paid by the remitter (applicant).

1) When a person paid the examination fee but did not apply
2) When a person mistakenly paid the examination fee twice or mistakenly paid more than the prescribed amount
3) When a person paid the examination fee, but the application was not accepted

How to request a refund:

If case 1) or 2) above applies, contact the Admissions Office within the refund request deadline. An "Examination Fee Refund Request" will be sent to you by e-mail. After entering the required information, mail it to the Admissions Office address.

In case 3) above, an "Examination Fee Refund Request" will be enclosed with the application documents when they are returned to you. After entering the required information, mail it to the Admissions Office address.

[Refund request deadline] Must arrive by 5:00 p.m., on February 26 (Fri), 2027 (JST)

(9) Waiver for the entrance examination fee

1) If it is deemed to be extremely difficult for a person of Hiroshima City to pay the entrance examination fee, that person may be subject to a waiver for the entrance examination fee.
   Consult with the Admissions Office in advance and apply before the deadline.
   Note: "Person of Hiroshima City" refers to persons who correspond to either of the following cases.
   a. Person who has continually had an address within Hiroshima City for at least one year as of April 1, 2027
   b. Person whose spouse or relative in the first degree of kinship has continually had an address (Resident registration) within Hiroshima City for at least one year as of April 1, 2027

[Application deadline] Must arrive by 5:00 p.m., on November 27 (Fri), 2026 (JST)

2) The entrance examination fee will not be collected from students currently enrolled in the Master's Program of HCU Graduate School.

6. Special Measures for Applicants Affected by Disasters Applicable to the Disaster Relief Act in April 2024 or Later

Applicants affected by the above disasters can apply to have their entrance examination fees refunded after submitting their admission application (entrance examination fees must be transferred when making their application). Also, successful applicants can apply to have their admission fees partially waived.

The application procedure requires an HCU designated application form and documents that verify the claim. For details, check HCU website.

7. Persons Requesting Considerations in Examination or Study

Persons who would like considerations in examination or study, such as persons with disabilities, should check the HCU website and consult with the Admissions Office by **November 20 (Fri), 2026**. After the consultation, download the application form from the HCU website, fill out the application form, attach the required documents, and submit them via mail by the deadline below. Please consult as early as possible.

[Application deadline] **November 27 (Fri), 2026 (JST)**

[Required documents] a. Application form for Special Consideration in entrance examination or study (for Graduate School)
b. Medical Certificate (issued by a doctor)

[Where to apply] Admissions Office, Hiroshima City University,
3-4-1 Ozuka-Higashi, Asaminami-ku, Hiroshima-shi 731-3194 Japan

[HCU website] https://www.hiroshima-cu.ac.jp/guide/category0001/c00080213/
(Top page＞Admissions Information＞Graduate School＞Prior consultation if you wish to take the exam)

* If a Medical Certificate is written in a language other than Japanese or English, be sure to attach a Japanese or English translation of it.
* If you need to request considerations in examination urgently due to an unforeseen accident, please notify the Admissions Office as soon as possible. Depending on the timing and nature of your request, we may not be able to give you the request.
* The information provided in the application form will be used by HCU to consider any necessary arrangements for examinations and studies. This information will not affect the admission decision.

8. Handling of Personal Information

Hiroshima City University has established the "Regulations Concerning the Protection of Personal Information at Hiroshima City University (Public University Corporation)" and is committed to the protection and appropriate management of personal information.

(1) Personal information obtained at the time of application (name, date of birth, address, etc.) is used to conduct entrance examination (application processing and the administration of the selection process), announce successful applicants, and carry out enrollment procedures.
In addition, personal information obtained at the time of application and examination scores used for student selection are utilized to review future student selection methods, improve university education, and manage university operations (including various surveys, analyses, and project planning).

(2) Personal information regarding admitted students and the test scores used in the admissions selection process will be compiled into academic records (student registration records and official grade transcripts) and used to carry out operations related to academic affairs (management of student registration and grades,

academic guidance, etc.), student support (health management, career support, applications for tuition waivers and scholarships, etc.), and tuition collection.

(3) In carrying out the various operations described in (1) and (2) above, all or part of such operations may be performed by a party commissioned by the University to perform the relevant operations (hereinafter referred to as the "Contractor"). In such cases, after entering into a contract with the Contractor to ensure the appropriate handling of personal information, we will provide all or part of the personal information collected at the time of application and the examination scores used for student selection, to the extent necessary for the Contractor to perform the commissioned operations.

(4) If the Alumni Association or the Supporters' Association—both affiliated organizations of the University—request the provision of personal information for the purpose of facilitating the confirmation of admitted students, the University may provide the names and other relevant information of applicants, provided that the purpose of use is clearly defined.

9. Preparation of Examination Environment

Please ensure that you complete all the preparations listed below (1) to (5) before the exam.

(1) A bright and quiet private room where no third parties can enter (such as a seminar room, your home, or a rental space).

(2) A stable internet environment capable of sending and receiving video.

(3) A computer or similar device that can connect to the internet (equipped with a webcam, microphone, speakers, etc.).

(4) A backup for the device mentioned in (3).

(5) Install the Zoom application on the device you will use on the day of the exam and conduct a connection test in advance (including the backup device).

- Zoom application installation (https://www.zoom.us/download) *No account creation is required.
- Zoom meeting test (https://zoom.us/test)
- Zoom Help Center (https://support.zoom.us/hc/en)

If you are unable to prepare (1) or (2) and wish to take the exam in a special examination room at our university, please apply via email to the Admissions Office (nyushi@m.hiroshima-cu.ac.jp) as follows:

Subject: Application for Special Examination Room Use for Peace Studies Graduate School Entrance Exam Body: 1) Applicant's Name 2) Reason for requesting to take the exam in a special examination room (e.g., because the internet environment is unstable)

* Please note that we may not be able to accommodate all applicants depending on the number of requests.

* Applications will not be accepted for any reason after the application deadline. Please arrange your own examination environment.

[Application deadline] Must arrive by 5:00 p.m. on December 21 (Mon), 2026 (JST)

You will be notified of the acceptance or rejection of your request to take the exam in a special examination room when your admission ticket is sent.

If you are taking the exam in the special examination room, please bring the above (3) and (4) and connect to HCU network (wireless LAN) before taking the exam.

10. Selection Procedures

(1) Examination schedule (JST)

Examination Date	Time			Implementation method
	Group	Meeting Time	Starting Time	
February 6, 2027 (Sat)	Morning	9：00	9：30	The exam will be conducted online using “Zoom”.
	Afternoon	13：00	13：30	
【reserve day】 February 8, 2027 (Mon)				

Note 1: The examination time group will be notified when the Exam Admission Ticket is sent. You cannot choose your group.

Note 2: The order within the group will be announced on the day of the exam.

Note 3: In the event that a situation occurs on the examination day that makes it impossible to continue the examination, only the affected examinee(s) will take the examination on the reserve day. In such cases, the examination time will be determined in consultation with the examinee.

(2) Examination and evaluation methods

Exam subject	Content and evaluation standard of academic ability review
Oral examination (about 60 minutes)	[Content] Focusing on your Master’s degree thesis, Research Proposal, and other documents, this test consists of (1) Presentation on your Research Proposal (about 20 minutes) (2) Question-and-answer session about (1), your Master’s degree thesis, Research Proposal and your desired research field (about 40 minutes). [Evaluation] Research motivation, research ability, etc. will be evaluated on a three-level scale.

＊ The oral examination is conducted in Japanese; however, it may also be performed in English depending on the applicant’s circumstances.

(3) Admission criteria

Successful applicants will be selected based on a comprehensive evaluation of their oral examination results and submitted documents.

(4) Precautions for examination

a. Details regarding the exam implementation will be provided when the Exam Admission Ticket is sent.

b. Examinees must access the Zoom meeting by the meeting time for examinees and complete the connection to the waiting room.

c. If you are not present in the examinee waiting room at the starting time of the exam, you will be treated as absent.

d. **On the day of the exam, please be sure to keep your Exam Admission Ticket and a valid photo ID** (such as a student ID, passport, etc. that includes your name and date of birth) **with you.** You may be asked to present your photo ID for identity verification purposes, such as in cases of suspected misconduct or if you forget your Exam Admission Ticket.

e. Please ensure that your settings are adjusted to prevent any interruptions to the exam due to unrelated phone calls, emails, or notifications.

f. **Only the materials submitted as application documents are permitted to be on hand during the exam.** However, this does not apply outside of exam periods.

g. You may be asked to show your surroundings on camera before or during the exam for the purpose of preventing cheating. Please be careful not to show anything related to your privacy.

h. You may use the screen-sharing function on Zoom during the presentation on your research plans.

i. You are not allowed to leave the exam once it has started. If you leave, you will be disqualified.

j. Any costs associated with taking the online exam (such as communication fees) will be borne by the examinee.

k. If there is urgent information that needs to be communicated to examinees, it will be posted on HCU website.

11. Notice Regarding Malpractice

(1) Engaging in impersonation during the exam or cheating (including bringing in reference materials other than those submitted as application documents, accessing web browsers (such as Google Chrome, Firefox, etc.) or social media (such as LINE, X, etc.) to view content related to the exam from meeting time until the end of examinations) and cooperating with other examinees, as well as any actions that compromise fairness with other examinees, such as recording or filming during the use of Zoom, will be considered malpractice, and the results of the entrance examination may be rendered invalid. Furthermore, even after enrollment, your admission may be revoked. In such cases, application documents, entrance examination fees, and admission fees will not be refunded.

(2) If your gaze frequently shifts, we may check to confirm whether you are engaging in cheating or other forms of malpractice.

12. Announcement of Successful Applicants

(1) Announcement date

February 16 (Tue), 2027, noon (JST)

(2) Announcement method

1) A notification of acceptance will be delivered to the successful applicants.

2) Applicants may check their admission status via the results inquiry system (https://www.gouhi.com/hiroshima-cu/); however, as this information is for reference only, please verify the official result through the formal notification of acceptance sent to successful applicants.

3) Inquiries regarding results by e-mail or other means will absolutely not be accepted.

13. Enrollment Procedure

(1) Enrollment procedure period

March 1 (Mon) to 15 (Mon), 2027 (Must arrive by 5:00 p.m. on final day, JST)

(2) Enrollment procedure method

1) The documents required for enrollment will be sent to successful applicants along with their admission notification.

2) Please be sure to send the enrollment documents **via registered express mail** so that **they arrive within the enrollment period.**

3) In-person submissions will be accepted only on the final day of the enrollment period. The submission location is the reception area in the University Administration Building. Reception hours are from 9:00 a.m. to 5:00 p.m.

4) A letter of admission will be sent to those who have completed the enrollment process after the enrollment period ends.

(3) Enrollment procedure documents

1) Exam Admission Ticket

2) Pledge (HCU designated form)

3) Degree Certificate (Submission is required only for applicants who applied on the basis of expected Completion)

4) Copy of your passport (Submission is required only for international students)

5) Statement of Financial Support for Tuition and Related Expenses (HCU designated form) (Submission is required only for international students)

6) Certificate of Attendance (if previously enrolled in a Japanese language educational institution, etc.) (Submission is required only for international students)

(4) Important notes regarding enrollment procedure

1) If you do not complete the procedures within the specified period, it will be assumed that you have declined admission.

2) If you do not submit all of the required documents, said documents will not be accepted. Carefully check when submitting documents.

3) Once accepted, enrollment procedure documents and enrollment fees will not be returned.

4) If you are applying based on an expected completion, you must submit your Degree Certificate promptly after completion. If you have not met the required admission qualifications by the day before enrollment, your enrollment will be revoked.

14. Payments

(1) Admission fee

Category	Amount
Person within Hiroshima City	282,000 yen
Person other than the above	423,000 yen

Note: “Person within Hiroshima City” refers to persons who correspond to either of the following cases.

a. Person who has continually had an address within Hiroshima City for at least one year as of April 1, 2027

b. Person whose spouse or relative in the first degree of kinship has continually had an address (Resident registration) within Hiroshima City for at least one year as of April 1, 2027

(2) Payments due after entrance

Payment	Amount	Payment time
Tuition fee (annual sum: 535,800 yen)	267,900 yen	By end of April
	267,900 yen	By end of October
Premium for Personal Accident Insurance for Students Pursuing Education and Research, and Students Liability Insurance (The insurance term is three years)	3,620 yen	By end of April

Note: These fees are effective as of April 2026. Any revisions will be subject to the revised fee at the time the revision is made.

15. Exemption and Reduction of Admission and Tuition Fees

(1) Admission Fee for Students Currently Enrolled in the Master's Program of HCU Graduate School

The admission fee required for the enrollment procedure for these students will not be collected.

(2) Admission Fee for Graduates of the Master's Program of HCU Graduate School

The admission fee required for the enrollment procedure for these graduates will be waived.

(3) Admission and Tuition Fee Exemption System for Adult Learners

The Graduate School of Peace Studies at Hiroshima City University offers an exemption program for admission and tuition fees for working adults. To qualify for this exemption, you must submit an application.

a. Target group

Staff members of organizations or groups that engage in activities aimed at creating and maintaining peace (such as national governments, local governments, international organizations, and news organizations), or persons who hold office or are employed in an equivalent capacity, who are highly expected to engage even further in activities aimed at creating and maintaining peace at said organizations after having completed their studies at the Graduate School of Peace Studies

b. Educational expenses to be exempted

Admission and tuition fee

c. Determination of target group

Persons are selected based on their written application and letters of recommendation from affiliated institutions.

(4) Partial waiver for admission fee

Within one year before enrollment, if the party mainly bearing the education expenses (hereinafter, "education expenses bearer") dies or the party to be enrolled or the education expenses bearer is involved in a disaster such as a wind or flood disaster, and it becomes extremely difficult to pay the admission fee, please consult with admissions office as the admission fee may be subject to a partial waiver.

Faculty Members of the Graduate School of Peace Studies Doctoral Program

Name		Subject	Research Field
Professor	ISHIDA, Atsushi Ⓢ	Advanced Seminar: Peace and Security Policies of Japan	・International Relations (Law and Politics of Resort to Force)
Professor	UMEHARA, Toshiya Ⓢ	Advanced Seminar: Norms on Disarmament and Peace in International Politics	・International Relations ・Security and Disarmament ・Non-nuclear Norms ・Media of War and Peace
Professor	OKIMURA, Tadashi Ⓢ	Advanced Seminar: United Nations	・International Relations ・International Institution Studies ・United Nations Studies
Professor	KAWAKAMI, Akihiro Ⓢ	Advanced Seminar: Constitution of Japan and Pacifism	・Theory of Constitutional Law ・Theory of Local Government ・Theory of Human Rights
Professor	SATO, Shiro Ⓢ	Advanced Seminar: Peace and International Security	・International Relations ・Security Studies ・Peace Studies
Professor	NAGAI, Hitoshi Ⓢ	Advanced Seminar: Modern and Contemporary History of Japan	・Modern Japanese History ・Japan-Philippines Relations
Professor	HYMANS, Jacques E. C. Ⓢ	Advanced Seminar: Global Governance	・International Relations Theory ・International Security ・National Identity
Associate Professor	KATO, Mihoko	Advanced Seminar: Contemporary Russian Politics and Foreign Policy	・Russia's Foreign Policy ・International Relations in Eurasia
Associate Professor	SHIJO, Chie	Advanced Seminar: Contemporary Society and Peace	・Historical Sociology, Memories and Representations of the Atomic Bombings
Associate Professor	XU, Xianfen	Advanced Seminar: Politics and Foreign Policy in Contemporary China	・Japan-China Relations ・International Relations in East Asia ・International Cooperation Studies
Associate Professor	SON, Hyun Jin	Advanced Seminar: Korean Foreign Policies and Nuclear Issues	・International Law ・Situation on the Korean Peninsula ・North Korean Issues
Associate Professor	TAKEMOTO, Makiko	Advanced Seminar: Pacifism and Peace Movements	・Modern and Contemporary German History ・History of Peace Philosophy and Peace Movements
Associate Professor	YAMANE, Tatsuo	Advanced Seminar: Hiroshima's Reconstruction and International Society	・International Relations ・Peacebuilding and Reconstruction

Note 1: Subjects shown are those expected to be offered in April 2026.

2: **Your desired supervisor must be a special seminar instructor (indicated by Ⓢ).**