

**Application Guidelines
for the Educational Exchange Programme
with United Nations University,
Institute for the Advanced Study of Sustainability (UNU-IAS)
the Autumn Semester AY2019**

GraSPP and UNU-IAS concluded the MoU in March 2016 and have launched the Educational Exchange Programme. The program enables GraSPP students to study and to take credits at UNU-IAS without paying tuition.

I. Outline

- Among courses offered by UNU-IAS, GraSPP students can register **five** courses at maximum. Course credits and grades will be awarded to students who successfully complete courses by UNU-IAS.
- The autumn semester AY2019 at UNU-IAS lasts from 4 October 2019 to 7 February, 2020. As each course has its own schedule, please also check the UNU-IAS Course Calendar on the online bulletin board.

II. Requirements for Eligibility

GraSPP full-time students in either Master's Program or Ph.D. Program
* Special Auditors/ Specially Registered Students/ Research Students are NOT eligible

III. Application Procedure

Application documents (see IV. Application Forms and Supporting Documents) must be submitted to the GraSPP Graduate School Office
<exchange[at]>pp.u-tokyo.ac.jp> **by NOON on Thursday, 8 August, 2019.**

Both paper-based and online application are acceptable. If you send the documents via e-mail, please submit all files in PDF format.

IV. Application Forms and Supporting Documents

1. Application Form (Form#1)

* Courses you wish to take at UNU-IAS should be chosen from the course list which is available on the online bulletin board.

2. Statement of Purpose (Form#2)

3. A copy of transcript in English

* Those who have not yet taken any grades/credits at GraSPP are required to submit a copy of transcript issued by the university from which you earned your bachelor's degree.

4. A copy of TOEFL or IELTS score report

* Students who were exempted from submitting a score report at the time of admission to GraSPP do not need to submit this document.

V. Schedule for Screening

Application due: NOON on Thursday, 8 August, 2019

Announcement of successful candidates by e-mail: Wednesday, 28 August

Note:

Those who will be selected as a successful candidate should complete registration procedures in accordance with UNU-IAS's instructions.

VI. Miscellaneous

If students would like to transfer credits from UNU-IAS to GraSPP, they need to apply for the credit accreditation separately. Course credits taken at UNU-IAS may be transferable to GraSPP. Those who wish to transfer credits are required to contact the GraSPP Graduate School Office after UNU-IAS courses start.