(For Master's course applicant)

Attachment No. 2A

Instruction for Required Documents (Design Research Division)

Required Documents

- three pages of a research proposal document and ten pages of portfolio

Instruction for preparing a research proposal document

- The Research Proposal Document should be no more than three pages of A4 size paper and must be written in Japanese or English.
- The font size must be 10 to 10.5 points with the line spacing to be determined appropriately. Margins should be 20 mm on all four sides, and the page number should be placed in the middle of the bottom margin.
- With the title of your research proposal clearly indicated at the beginning, the Research Proposal Document should be written as clear as possible, and should appropriately address the following issues:
  - ・Architectural themes that you would like to explore in the Master's course
  - ・Relationship between the chosen themes and known architectural theories
  - ・Development of specific design methods expanded from the chosen themes
  - ・Plausible societal contribution through the research theme
- Headings should be added appropriately. Figures and tables may be used, but must be included within the three pages.
- You must use appropriate citations for all references included in your text.
- If you choose to write the Research Proposal Document in Japanese, at the end of these three pages, you need to provide an English translation of the title of your research proposal and the summary of your research proposal written in English with 300 words or less. However, if the text is written in English, only the summary of your research proposal written in English with 300 words or less is needed.
- Do not include names, photographs, and/or any information which may reveal the identity of the applicant. Your application may be disqualified if any of the above information were included in the research plan.

Instructions for preparing portfolio

- The portfolio should be no more than ten pages of A3 size paper.
- The number of works to be included in the portfolio should be three. At least two works must have

been designed individually by the applicant. If you intend to include a group work, clearly state that it is a group work and indicate the role of the applicant in it and specific tasks performed by the applicant.

- All texts must be written in Japanese and/or English.
- The portfolio must be created as a PDF file with less than 10MB.
- On the upper left of the first page, indicate as follow: For application of Design Research Division
- Do not include names, photographs, and/or any information which may reveal the identity of the applicant. Your application may be disqualified if any of the above information were included in the research plan.

*For those who apply for both Design Research Division and Planning Research Division:

The contents included in the portfolio prepared for applying Design Research Division may be overlapped with the one for applying Planning Research Division as long as the portfolio meets the requirements stated above, and the two portfolios were submitted separately.