

Guideline for Prior Inquiry to the University

You have an opportunity to inquire specific questions to most PEACE related universities before applying. Please note that your inquiries must be limited to academic matters as shown below.

- ✓ Detailed information on the course, class or graduate school programs that are not mentioned in the “University Information” in CD, booklet or PEACE Web site.
- ✓ Consultation on your interested Research Plan(s).
- ✓ Other academic issues based on your Field of Study/Specific Research Field.

Prior inquiry period: **January 4th -25th, 2018**

Applicants MUST NOT inquire to the university on and after 26th January.

How to inquire to the University:

1. Check the category for prior inquiry showed in each university information. “1-8. Prior Inquiry From Applicants”: “Must” (Have to contact), “Ideal” (Strongly recommended), “Not mandatory” (Depends on your interest), or “Not allowed” (You cannot ask any question).
2. Fill in the Question Form (enclosed in the CD) and attach it to an e-mail.
3. Find the email address of the university from the attached contact list or university information of each university.

ONLY listed E-mail addresses in Contact List are available.

MUST NOT use other E-mail addresses apart from the shared Contact List.

4. Attach your research plan with this Question Form to an e-mail.
It will be effective for both of you and university/professor to see if your expected research theme matches up with the university’s course/program.
(If you have applied for PEACE before, it is strongly recommended to update your previous research plan.)
5. Write the title of your e-mail as **“Inquiry from PEACE Applicant to University on Master’s Course”**.
6. Make sure to **include the address as (Cc): peace-inquiry@iice.org**
7. Wait for a reply from the university. Sometimes it takes a week or more.

NOTES:

- ✓ Follow this guideline, otherwise you might be DISQUALIFIED.
- ✓ DO **NOT** ask professors / graduate schools whether they can accept you or not. You can ask questions only on academic matters. Whether they will accept you or not depends on the selection, even if they reply to you that they can accept you.
- ✓ DO **NOT** ask general questions that you can find in their websites or “University Information” in CD, or questions related to selection of the PEACE scholarship.
- ✓ DO NOT send a question to any university which is not included in the list or the universities whose category is “Not allowed” in Contact List.
- ✓ A reply from the professor / administrator is **NOT** always guaranteed.
- ✓ DO **NOT** send e-mails repeatedly even if you did not get any response.
- ✓ DO **NOT** ask the result of the selection and reasons of failure after the selection.