

**Certification Examination for
Diplomate of Japanese Society of
Toxicologic Pathology (DJSTP):
Guideline**

(Fiscal 2018 / 25th examination)

Japanese Society of Toxicologic Pathology (JSTP)

Completion and Submission of the Application Form for Diplomate Certification Examination

1. Upon application, the applicant is encouraged to visit the website of the Japanese Society of Toxicologic Pathology (JSTP) to read the Regulation on Board Certification System of Diplomate of the Japanese Society of Toxicologic Pathology (DJSTP).
2. The applicant must meet all the eligibility requirements in (3) of “3. Certification Examination” in the above “Regulation.”
 - a. Full JSTP membership at the time of application with more than 5-year history (continuous or in total) of membership [if you apply for the examination in fiscal 2018 (25th examination)]; you are eligible if you had become a JSTP member by April 30, 2013.
Contact the JSTP Secretariat if you wish to know when your membership started.
 - b. A total score of 80 points or more of scientific activities specified in the attached score table;
 - c. Participation in JTSP activities, seminars, and publications;
 - d. At least one publication in the Journal of Toxicologic Pathology (co-authorship is accepted).
3. The applicant is requested to show his/her own scores according to the assessment criteria, and specify the scores in the self-reported score table.
4. The applicant should prepare materials required to prove self-reported scores (see the separate “List of attachments for application for certification examination” for details), and place a serial number e.g. by stickies.
5. The applicant should send one set of required materials, i.e., the application form, self-reported score table, and attachments (list of attachments, and list of published articles and presentations at conferences, and reprints or copies of up to 10 main articles and presentations), résumé (see the attached sample; the résumé must include research experience), to the JSTP Secretariat (address below).
6. The qualifications for the Certification Examination are valid for three years including the year the qualification was confirmed. Submission of the score table and the attachments is exempted for two years. The corresponding applicant should only submit the application form and the résumé.

The application deadline: Sunday, April 30, 2018

- The Board Certification Committee (BCC) will assess the eligibility, and will send the examination admission ticket to the eligible applicant.
- Following the receipt of the examination admission; he/she should transfer the examination fee JPY 30,000 into the following account. Without payment, the applicant will not be allowed to take the examination.
- The JSTP Secretariat will notify the applicant of his/her examination results. The JSTP Secretariat will not return materials received.
- The applicant who has passed the certification examination is requested to transfer the accreditation fee JPY 20,000 into the following account. The DJSTP certificate will be sent from the JSTP Secretariat after confirmation of payment.

- Application for recertification is every five years. Rules and regulations are available separately.
- When any fraud is found during application or examination, or in any event that makes the applicant ineligible for the DJSTP, the JSTP may revoke the once granted certification.

〈Account for Examination and certification fees〉

Bank name : The Bank of Tokyo-Mitsubishi UFJ. Ltd
Branch name : Kojimachi-Chuo Branch
Account No. : 015-1442398
Account Name: Nihon Dokusei Byori Gakkai
SWIFT CODE: BOTKJPJT

〈JSTP Secretariat〉

■The application form is to be submitted to:
JSTP Secretariat
Academy Center, 358-5 Yamabuki-cho Shinjuku-ku Tokyo,
162-0801 JAPAN
TEL: +81(0)3 5937 0317

Diplomate of Japanese Society of Toxicologic Pathology – Application form for certification examination –

Name of applicant	First name	Last name
Date of birth	(month/day/year)	
Applicant's affiliation address and telephone number	Institution: Street: City, State, Country: Zip code: Tel: Fax:	
Applicant's home address and telephone number	Street: City, State, Country: Zip code: Tel: Fax:	
Contact	Check either of the following on your request <input type="checkbox"/> Affiliation <input type="checkbox"/> Home	
E-mail address		
Language	Check either of the following on your request <input type="checkbox"/> Japanese <input type="checkbox"/> English	

Classification No. _____

* For JSTP secretariat use only (the applicant should not enter the following)

JSTP Member – Membership No. / Name	
Initial date of membership	
Payment of annual fee	Paid in full / Not paid in full (JPY)
Date of receipt of application	(month/day/year)
Identification No.	
Results	Certified • Not certified

Résumé (sample) *Add lines as needed.

Name	(Original family name)
Date of birth	(month/day/year) Age (years)
Address	Street: City, State, Country: Zip code:
	TEL FAX
Affiliation	Institution: Street: City, State, Country: Zip code:
	TEL FAX

Educational background

April, #####	Department of ###, University of ###
March, #####	Graduated from the Department of ###, University of ###
April, #####	The graduate school of ##### University
March, #####	Graduated from the graduate school of ##### University

Employment history

	Currently,

Research

	Currently,

Certifications

Academic society membership

JSTP	(From: _____ To: Currently active member)

The above statement is true and correct.

Name: _____

Materials required for application for certification examination

Name: _____

Publications

[Articles published in JSTP, STP, and ESTP journals]

Lead author

1. (Title), J. Toxicol. Pathol., Vol., No. Page, Year

Coauthor

1. (Title), J. Toxicol. Pathol., Vol., No. Page, Year

[Articles published in other journals]

Lead author

1. (Title), (Journal name), Vol., No. Page, Year

Coauthor

1. (Title), (Journal name), Vol., No. Page, Year

Academic society activities

[Participation in JSTP, STP, ESTP, or JSTP/IFSTP (IATP) 2004 conferences]

conference of the Japanese Society of Toxicologic Pathology

conference of the Japanese Society of Toxicologic Pathology

[Presentation at JSTP, STP, ESTP, or JSTP/IFSTP (IATP) 2004 conferences]

Principal speaker

1. Title (Society name, Conference name, Year)

2. Title (Society name, Conference name, Year)

3. Title (Society name, Conference name, Year) •••

Co-speaker

1. Title (Society name, Conference name, Year)

2. Title (Society name, Conference name, Year) •••

Participation in seminars

1. Seminar title (Year)

2. Seminar title (Year)

Assessment for self-reported scores and list of attachments required for application

Type of activity	Score item	Participation	Scores	Attachment
Publications	Articles published in JTP, TP, or ETP journals	/	10 (3) ^{Note 1}	Reprint or copy
	Published articles in toxicologic pathology area in other journals		5 (2) ^{Note 1}	
Academic society activities	Participation in JSTP/IFSTP (IATP) 2004	10	/	Copies of participation certificate note ² , and copies of presentation abstracts ^{Note 3}
	Participation in JSTP, STP, or ESTP conferences	5		
	Presentation at JSTP, STP, ESTP, or JSTP/IFSTP (IATP) 2004 conferences	10 (3) ^{Note 1}		
Seminars	Participation in JSTP slide conferences, JSTP education seminars, Seminar for answer explanations for JSTP microscopy examination, and ILSI slide seminars	5	/	Participation certificate ^{Note 4}
	Participation in meetings of the Association of Experimental Animals and Pathological Specimens, IATP education seminars, IATP symposium (2004), or NTP satellite symposium (2013)	3		
	Participation in veterinary pathology seminars of the Japanese Society of Veterinary Pathology (currently the Japanese College of Veterinary Pathologists)	3		
	Participation in slide seminars of the Japanese Society of Veterinary Pathology (currently the Japanese College of Veterinary Pathologists)	2		

ESTP: European Society of Toxicologic Pathology; JTP: Journal of Toxicologic Pathology; TP: Toxicologic Pathology; ETP: Experimental and Toxicologic Pathology

Note 1: In "Scores", numbers in parentheses show scores for co-authors and co-speakers.

Note 2: Participation certificate for a conference must include the name of the applicant.

Note 3: Copies of presentation abstracts must include the year of presentation.

Note 4: Photocopies are accepted. No participation certificate is available for the 1st to 3rd Seminars for answer explanations for JSTP microscopy examination. Please submit the document to declare your attendance for these seminars for confirmation by the JSTP secretariat.

* When the reprint of an article is in a language other than Japanese or English, the reprint must include Japanese or English title and summary.

* There is no space for name entry in the JSTP participation certificate. Submit an additional copy of the name card (this is needed to confirm that the applicant him/herself participated in the conference).

* The applicant must have completed to pay the annual fees before the certification examination. Please pay the fee as soon as possible if you have not.

Diplomate of Japanese Society of Toxicologic Pathology – Self-reported score table: certification examination –

Type of activity	Score item	No. of events	Attach-ment No.	Self-reported score		BCC assessment	
				Score	Subtotal		
Publications	Articles published in JTP, TP, or ETP journals (leading author: 10 points/event; co-author: 3 points/event)	Lead author:					
		Coauthor:					
	Articles published in toxicologic pathology area in other journals (leading author: 5 points/event; co-author: 2 points/event)	Lead author:					
		Coauthor:					
Activities at academic societies	Participation in JSTP/IFSTP (IATP) 2004 (10 points/event)						
	Participation in JSTP, STP, or ESTP conferences (5 points/event)						
	Presentation at JSTP, STP, ESTP, or JSTP/IFSTP (IATP) 2004 conferences (principal speaker: 10 points/event; co-speaker: 3 points/event)	Lead author:					
Coauthor:							
Seminars	Participation in JSTP slide conferences, JSTP education seminars, Seminar for answer explanations for JSTP microscopy examination, or ILSI seminars (5 points/event)						
	Participation in meetings of the Association of Experimental Animals and Pathological Specimens, IATP education seminars, IATP symposium (2004), or NTP satellite symposium (2013) (3 points/event)						
	Participation in veterinary pathology seminars of the Japanese Society of Veterinary Pathology (currently the Japanese College of Veterinary Pathologists) (3 points/event)						
	Participation in slide seminars of the Japanese Society of Veterinary Pathology (currently the Japanese College of Veterinary Pathologists) slide seminars (2 points/event)						
Total							

BCC, Board Certification Committee; ESTP, European Society of Toxicologic Pathology; JTP, Journal of Toxicologic Pathology; TP, Toxicologic Pathology; ETP, Experimental and Toxicologic Pathology