

Guidelines for Kwansei Gakuin University Graduate Program Admission through Partner Universities Nomination 2018

1. Admission Period: April 2018

(Entrance Ceremony: April 2nd, 2018)

Guidelines for Admission for Fall 2018 will be notified in February.

2. Number of Students to be Admitted: A few for each department

Depending on the number of applicants and the fields of study, we may not be able to accept all nominated students. Furthermore, a telephone interview may be conducted in order to confirm the applicant's Japanese and/or English ability, as well as their field of research.

3. Applicable Departments

*Please refer to the Japanese version of the guideline for programs taught in Japanese.

Name of the Graduate School	Program Type	Course/Field of Study	Standard Length of the Program	Language of Instruction
Graduate School of Economics	Master's	All Fields	2 Years	Japanese
	PhD	All Fields	3 Years	Japanese
Graduate School of Business Administration	Master's	All Fields	2 Years	Japanese
	PhD	All Fields	3 Years	Japanese
Graduate School of Science and Technology	Master's	All Fields	2 Years	Japanese
	International Master's Program	Physics, Chemistry, Bioscience	2 Years	English
	PhD	All Fields	3 Years	Japanese or English
Graduate School of Policy Studies	Master's	All Fields	2 Years	Japanese or English
	PhD	All Fields	3 Years	Japanese or English
Graduate School of Language, Communication and Culture	Master's	All Fields	2 years	Japanese
	PhD	All Fields	3 Years	Japanese
Institute of Business and Accounting	Professional Degree Program	International Management Course (MBA program)	2 Years	English

4. Qualifications and Required Documents

*Additional documents may be requested.

<Graduate School of Science and Technology>

■ International Master's Program

Qualifications

Nominees must meet all of the following qualifications:

- (1) Nominees must have foreign citizenship. The nominee must either have obtained a Bachelor's degree from an institution or who is expected to complete a Bachelor's degree no later than March 31st, 2018.
- (2) Nominees must have the adequate English language ability in order to be able to study in English.
- (3) Nominees must contact and obtain approval of a prospective faculty member for supervision.

Required Documents

- (1) Application Form (**prescribed format**)
- (2) Resume (**no prescribed format**)
- (3) A letter of recommendation from the home institution's President (**no prescribed format**)
*Detailed information is not necessary in the recommendation letter. Please include the nominee's name and desired program.
- (4) Recommendation letters from more than two home institution's supervising faculty members (alternatively from a person who knows the nominee academically)
- (5) Certificate of graduation or certificate of expected graduation
- (6) Transcript
- (7) A copy of the graduation thesis or an outline
- (8) Letter of intention for application to this program (double space on a maximum of 3 pages on A4 size paper)
- (9) Certificate of English language ability (TOEIC®, TOEFL®, etc.) is recommended.
- (10) A4 size photocopy of the nominee's passport bio data page
- (11) Remittance Processing Agreement (**prescribed format**)
- (12) Scholarship Application Form (**prescribed format**)

■ Doctoral Program

Qualifications

Nominees must meet all of the following qualifications:

- (1) Nominees must have foreign citizenship.
- (2) Nominees must either have obtained a Master's degree from an institution or who is expected to complete a Master's degree no later than March 31st, 2018.
- (3) Nominees must contact and obtain approval of a prospective faculty member for supervision.

Required Documents

- (1) Application Form (**prescribed format**)
- (2) Resume (**use the Graduate School of Science and Technology's prescribed format**)
- (3) A letter of recommendation from the home institution's President (**no**

prescribed format)

*Detailed information is not necessary in the recommendation letter. Please include the nominee's name and desired program.

- (4) Recommendation letter from the nominee's supervising faculty member
- (5) Certificate of graduation or certificate of expected graduation
- (6) Transcript
- (7) A copy of the Master's thesis (research thesis) or an outline
- (8) Letter of intention for application to this program (**use the Graduate School of Science and Technology's prescribed format**)
- (9) A4 size photocopy of the nominee's passport bio data page
- (10) Remittance Processing Agreement (**prescribed format**)
- (11) Scholarship Application Form (**prescribed format**)

<Graduate School of Policy Studies>

Qualifications

Nominees must meet qualifications (1), (2), (3) and (4).

Nominees applying from a university in a non-English speaking country wishing to study in English must also meet requirement (5):

- (1) Nominees must have foreign citizenship
- (2) Nominees who wish to enroll in the Master's program must be at least 22 years old at the time of enrollment into the program, and either have obtained a Bachelor's degree or equivalent from an institution or is expected to complete a Bachelor's degree no later than March 31st, 2018
Nominees who wish to enroll in the PhD program must be at least 24 years old at the time of enrollment into the program, and either have obtained a Master's degree or equivalent from an institution or is expected to complete an Master's degree no later than March 31st, 2018
- (3) Nominees must contact and obtain approval of a prospective faculty member for supervision
- (4) Nominees must apply for the Graduate Course in United Nations and Foreign Affairs Studies
- (5) Nominees must provide proof of English ability (minimum TOEFL PBT[®] or TOEFL ITP[®] 570, TOEFL iBT[®] 85 or greater).

*For nominees who wish to study in Japanese: Nominees who have taken the Examination for Japanese University Admission for International Candidates (EJU) and received a score of 240 (excluding Writing) and above, or who have passed the Japanese Language Proficiency Test certificate N1 level (Level 1 before 2009)

Required Documents

- (1) Application Form (**prescribed format**)
- (2) A letter of recommendation from the home institution's President (**no prescribed format**)

*Detailed information is not necessary in the recommendation letter. Please include the nominee's name and desired program..

- (3) Certificate of graduation or certificate of expected graduation
- (4) Transcript
- (5) Recommendation letter from the nominee's supervising faculty member
- (6) A research plan (**prescribed format**), which must be approved by the candidate's prospective supervising faculty member

If the candidate needs to contact the Graduate School of Policy Studies, please contact the school office directly (Tel: +81-79-565-7601, email:

kgusps@ml.kwansei.ac.jp)

- (7) For non-native English speaking nominees who wish to study in English: TOEFL[®] score
- (8) 3 photocopies of a Master's thesis and a summary of thesis (100 words)
- (9) A4 size photocopy of the nominee's passport bio data page
- (10) Remittance Processing Agreement (**prescribed format**)
- (11) Scholarship Application Form (**prescribed format**)

*For nominees who wish to study in Japanese: Examination for Japanese University Admission for International Candidates (EJU) score sheet or Japanese Language Proficiency Test certificate

<Institute of Business and Accounting>

Qualifications

Nominees must meet the following qualification:

- (1) Nominees who wish to enroll in the MBA program must either have obtained a Bachelor's degree or equivalent from an institution or is expected to complete a Bachelor's degree no later than March 31st, 2018.

Required Documents

- (1) Application Form (**prescribed format**)
- (2) A letter of recommendation from the home institution's President (**no prescribed format**)
*Detailed information is not necessary in the recommendation letter. Please include the nominee's name and desired program.
- (3) Recommendation letter from the nominee's supervising faculty
- (4) Certificate of graduation or certificate of expected graduation
- (5) Transcript
- (6) Letter for reason of study and report on the designated theme (**prescribed format**)
- (7) For Non-native English Speakers a certificate of English language ability (TOEFL[®], TOEIC[®], IELTS[®], etc.)
- (8) Certificate of management knowledge (GMAT etc.) is recommended
- (9) A4 size photocopy of the nominee's passport's bio data page
- (10) Remittance Processing Agreement (**prescribed format**)
- (11) Scholarship Application Form (**prescribed format**)

* For a Global Public Management Program applicant, an interview will be conducted via the Internet. The date and time of the interview will be decided after the submission of application documents.

5. Nomination Period: November 6th, 2017- November 17th, 2017

6. Announcement of Application Results : Monday, January 22nd, 2018

7. Entrance Exam Fee is exempted

8. Kwansei Gakuin University Graduate Program Admission through Partner Universities Nomination Scholarship

A scholarship covering admission fee and the full amount of tuition for the standard length of the program (2 years for master's programs, 3 years for PhD programs) will be provided to a maximum of 6 successful candidates of Kwansei Gakuin University Graduate Program Admission through Partner Universities Nomination

per year. However, any other expenses incurred will be the students' responsibility. Results will be announced on Monday, January 22nd, 2018.

9. Tuition Reduction and Scholarships

Nominees who have been accepted to Kwansai Gakuin University's Graduate Program, and who are not selected as a recipient for the scholarship above are eligible for the following financial support:

◆Tuition Reduction

International students whose status of residence is "Student" are entitled to tuition reduction (reduction was 30% in 2017; however the amount of the reduction is subject to change).

◆Kwansai Gakuin University International Student Scholarship

Kwansai Gakuin University also provides scholarships for international students who are in need of financial aid and maintain high academic standards. Details are as follows:

Tentative selection before university entrance: 50% of the total amount of tuition
Selection after university entrance: 35% of the total amount of tuition

"Tentative selection before university entrance" is a system for selecting students to receive conditional scholarship placements before entering Kwansai Gakuin University. Approximately 40% of students will receive a conditional offer for this scholarship based on their academic records, graduation thesis, and the results of their entrance examination. The university targets candidates who are expected to conduct outstanding research after enrollment. Selected candidates will be notified before their enrollment into the program. However, it is necessary for students to meet all requirements such as status of residence, etc., in order to be officially selected to receive the scholarship. (The number of candidates for April 2017 was 17.)

Various scholarships from foundations/organizations are also available other than the scholarships mentioned above.

10. Admissions Procedures

Successful nominees should complete the following admissions procedures within the specified period. Payment information and details will be informed to the successful nominees.

(1) Admission fee

Please transfer admission fee by Friday, March 9th, 2018 to the designated Kwansai Gakuin University bank account.

(2) Tuition and other fees

Please transfer tuition and other fees by Friday, March 16th, 2018 to the designated Kwansai Gakuin University bank account.

Admission and tuition fees will be exempted from the above-mentioned admissions procedures for successful scholarship candidates to receive the above mentioned scholarship (No.8).

Notes:

- 1) Those who fail to complete the admissions procedures (1 and 2) within the specified time will be regarded as having no intention of entering the university,

- and their offer will be withdrawn.
- 2) Admission and tuition fees are non-refundable.
 - 3) Refunds will only be applicable for tuition or other miscellaneous expenses that have been transferred within the designated periods.

11. Tuition

<Graduate School of Science and Technology>

Currency: Japanese Yen

	At Entrance (Admission Fee+ Spring Semester)	Fall Semester	Total
Admission Fee	230,000	-	230,000
Tuition	385,000	385,000	770,000
Research Materials Fee	7,500	7,500	15,000
Research / Practicum Fee	43,500	43,500	87,000
Education Enhancement Fee	115,500	115,500	231,000
Total	781,500	551,500	1,333,000

Note: In addition to the above, students will be charged a fee for joining the Alumni Association (¥2,000).

<Graduate School of Policy Studies>

Currency: Japanese Yen

	At Entrance (Admission Fee + Spring Semester)	Fall Semester	Total
Admission Fee	230,000	-	230,000
Tuition	336,500	336,500	673,000
Research Materials Fee	3,500	3,500	7,000
Research / Practicum Fee	12,500	12,500	25,000
Education Enhancement Fee	103,500	103,500	207,000
Total	686,000	456,000	1,142,000

Note: In addition to the above, students will be charged a fee for joining the Alumni Association (¥2,000) and the cost of research journals.

<Institute of Business and Accounting>

Currency: Japanese Yen

	At Entrance (Admission Fee + Spring Semester)	Fall Semester	Total
Admission Fee	230,000	-	230,000
Tuition	700,000	700,000	1,400,000
Research Materials Fee	12,500	12,500	25,000
Education Enhancement Fee	112,500	112,500	225,000
Total	1,055,000	825,000	1,880,000

Note : In addition to the above, students are required to pay annually a sum of ¥4,000 (¥2,000 per semester) to cover the cost of research journals distributed to students, and an Alumni Association admission fee of ¥2,000, and the IBA Research Forum admission fee of ¥10,000. *The IBA Research Forum is an association for research and networking between faculty, students and IBA graduates.

<Contact Information>

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