

Guidelines for Kwansei Gakuin University Graduate Program Admission through Partner University Nomination for 2019 -2018 Fall Application-

Kwansei Gakuin University has an admission system which accepts excellent international students from our partner universities nomination. In this admission, KGU offers a scholarship covering the 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) to a designated number of successful candidates. In addition, KGU will nominate the recipients of this scholarship to the Japanese Government (MEXT) Scholarship which gives them a monthly allowance, etc. (As the nominees need to satisfy qualifications and conditions designated by MEXT, KGU cannot guarantee the acceptance of a MEXT Scholarship.)

For 2018 Fall Application, we will accept 3 candidates for 2019 Spring entry (SGU-MEXT Scholarship), and 2 candidates for 2019 Fall entry (MEXT Scholarship by University Recommendation). Please read the guidelines below carefully, and nominate excellent students who are interested in studying at KGU.

1. Types of Recommendation

KGU will accept two types of recommendations at the same time which are SGU MEXT Scholarship and MEXT Scholarship by University Recommendation.

Type of Recommendation	SGU MEXT Scholarship	MEXT Scholarship by University Recommendation
Enrollment	April 2019 (Spring Semester)	September 2019 (Fall Semester)
Number of Recipients	3	2
Applicable Graduate School	<ul style="list-style-type: none"> -Economics -Business Administration -Policy Studies -Language, Communication and Culture -Science and Technology -Institute of Business and Accounting 	<ul style="list-style-type: none"> -Science and Technology, -Institute of Business and Accounting
Benefits of KGU Graduate Program Admission through Partner Universities Nomination Scholarship	<ul style="list-style-type: none"> -Admission fee -Full amount of tuition for the standard length of the program 	
Benefits of MEXT Scholarship	<ul style="list-style-type: none"> -Monthly allowance (for one year *may be extended once) 	<ul style="list-style-type: none"> -Monthly allowance (for the standard length of the program) -Economy-class airline ticket to/from Japan

2. Applicable Departments

Name of Graduate School	Program Type	Course/Field of Study	Standard Length of the Program	Language of Instruction
Graduate School of Economics https://www.kwansei.ac.jp/s_economics/s_economics_m_000075.html	Master's	All Fields	2 Years	Japanese
	PhD	All Fields	3 Years	Japanese
Graduate School of Business Administration https://www.kwansei.ac.jp/s_ba/s_ba_m_000112.html	Master's	All Fields	2 Years	Japanese
	PhD	All Fields	3 Years	Japanese
Graduate School of Policy Studies https://www.kwansei.ac.jp/s_policy/s_policy_009397.html	Master's	All Fields	2 Years	Japanese or English
	PhD	All Fields	3 Years	Japanese or English
Graduate School of Language, Communication and Culture https://www.kwansei.ac.jp/g_language/index.html	Master's	All Fields	2 Years	Japanese
	PhD	All Fields	3 Years	Japanese
Graduate School of Science and Technology http://sci-tech.ksc.kwansei.ac.jp/en/	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
Institute of Business and Accounting https://kwansei-ac.jp/en/imce/	Professional Degree Program	International Management Course (MBA program)	2 Years	English

- *1 Each Graduate School will accept only a few students. Please note that KGU may refuse your nomination when and if applications focus on certain schools.
- *2 An interview may be held in order to verify the nominee's language skills or research fields.
- *3 Please refer to the guideline in Japanese for programs taught in Japanese.
- *4 The Graduate School of Policy Studies usually provides an "English Course" in which the language in all the classes and for all writing manuscripts is in English. However, unfortunately, the university is not accepting applications for this programme for the 2019-2020 academic year.

3. Recommendation Standards (Qualifications)

Applicants who wish to study in a Master's program but have not completed 16 years of education must contact us no later than September 28, 2018.

<Graduate School of Science and Technology>

■ International Master's Program

Nominees must meet all of the following qualifications:

- (1) Nominees must have foreign citizenship. The nominee must either have obtained a Bachelor's degree or is expected to complete a Bachelor's degree prior to enrolment.
- (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.

■ Doctoral Program

Nominees must meet all of the following qualifications:

- (1) Nominees must have foreign citizenship.
- (2) The nominee must either have obtained a Master's degree or is expected to complete a Master's degree prior to enrolment.
- (3) Nominees must contact and obtain approval of a prospective faculty member for supervision.

<Institute of Business and Accounting>

Nominees must meet the following qualification:

- (1) The nominee must either have obtained a Bachelor's degree or equivalent or is expected to complete a Bachelor's degree prior to enrolment.

4. Application/Recommended documents

All application documents must be sent by EMS (Express Mail Service) or an alternative international parcel delivery service to the below address, to be received by the deadline at the destination.

International Admission Team,
Center for International Education and Cooperation
1-155 Uegahara Ichiban-cho, Nishinomiya, Hyogo 662-8501 Japan

***Additional documents may be requested.**

<Graduate School of Science and Technology>

■ International Master's Program

- (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. 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) Certified original certificate of graduation or certificate of expected graduation
- (6) Certified original 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) Official 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

- (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. Please include the nominee's name and desired program.
- (4) Recommendation letter from the nominee's supervising faculty member
- (5) Certified original certificate of graduation or certificate of expected graduation
- (6) Certified original 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**)

<Institute of Business and Accounting>

- (1) Application Form (**prescribed format**)
- (2) A letter of recommendation from the home institution's President (**no prescribed format**)
*Detailed information is not necessary. Please include the nominee's name and desired program.
- (3) Recommendation letter from the nominee's supervising faculty
- (4) Original certificate of graduation or certificate of expected graduation
- (5) Original transcript
- (6) Letter for reason of study and report on the designated theme (**prescribed format**)
- (7) For non-native English speakers a certified original certificate of English language ability (TOEFL®, TOEIC®, IELTS, etc.)
- (8) Certified original 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 or over the phone. The date and time of the interview will be decided after the submission of application documents.

*An internship in an international organization or another appropriate organization is mandatory for the completion of the Global Public Management Program. If a student enrolled in this program goes abroad for the internship, the monthly allowance of the MEXT Scholarship will not be paid during the period. Also, MEXT will not pay for the transportation cost (including air flight).

5. Nomination Period: October 8th, 2018 – October 15th, 2018

6. Announcement of Application Results : Tuesday, December 18th, 2018

Letter of acceptance will be sent to the home institution and individual nominees via EMS (Express Mail Service) or an alternative international parcel delivery service. Necessary documents for admission procedures will also be shipped to individual nominees.

7. Entrance Exam Fee is exempted

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

For 2018 Fall Application, KGU will offer scholarships for a total of 5 successful candidates (2 for SGU MEXT Scholarship nominees, and 3 for MEXT Scholarship by University Recommendation nominees) which covers the 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). However, any other expenses incurred will be the students' responsibility. Results will be announced on December 18th, 2018.

9. Japanese Government (MEXT) Scholarships

Kwansei Gakuin University will nominate successful candidates of Kwansei Gakuin University Graduate Program Admission through Partner Universities Nomination Scholarship to MEXT Scholarships preferentially.

When nominees are accepted as SGU MEXT Scholarship recipients, a monthly allowance of about JPY140,000 (depending on your degree) will be provided for one year (may be extended only once for a maximum of two years).

When nominees are accepted as MEXT Scholarship by University Recommendation recipients, a monthly allowance of about JPY140,000 (depending on your degree) will be provided for the standard length of the program. Economy-class airline ticket freight to/from Japan will also be provided.

*1 Nominees for MEXT Scholarships need to satisfy MEXT's qualifications and conditions (such as nationality, age, academic performances, etc.). If the candidates do not satisfy the qualifications and conditions, they will only receive the Kwansei Gakuin University Graduate Program Admission through Partner Universities Nomination Scholarship. The results for the MEXT scholarship will be announced on Tuesday, December 18th, 2018.

*2 Nomination to a MEXT scholarship does not guarantee acceptance. The final decision will be made by MEXT.

*3 Payment of MEXT scholarships may be suspended for various reasons, such as if and when a recipient's academic performances do not achieve the

regulations.

10. Tuition Reduction and Scholarships

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

◆Tuition Reduction

International students whose status of residence is "Student" are entitled to tuition reduction (the reduction is 30% in 2018; however, the reduction after 2019 is subject to change).

◆Kwansei Gakuin University International Student Scholarship

Kwansei 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 Kwansei 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 examinations. 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 2017 was 18.) Various scholarships from foundations/organizations are also available other than the scholarships mentioned above.

11. 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 Tuesday, January 15th, 2019 to the designated Kwansei Gakuin University bank account.

(2) Tuition and other fees

Please transfer tuition and other fees by designated period to Kwansei Gakuin University bank account.

Spring Semester Enrollment: Friday, March 15th, 2019

Fall Semester Enrollment: Mid to End of August, 2019

(We will announce successful nominees once the schedule is fixed.)

Admission and tuition fees will be exempted from the above-mentioned admissions

procedures for successful scholarship candidates of the above mentioned scholarship (No.8) .

Notes:

- 1) Those who fail to complete the admissions procedures (1 and 2) by the designated deadline 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.

12. Tuition

●Master's Program

<Graduate School of Science and Technology>

Currency: Japanese Yen

	At Entrance	Spring Semester	Fall Semester	Total
Admission Fee	200,000		-	200,000
Tuition	-	357,500	357,500	715,000
Research Materials Fee	-	43,500	43,500	87,000
Research / Practicum Fee	-	104,000	104,000	208,000
Total	200,000	505,000	505,000	1,210,000

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

<Institute of Business and Accounting>

Currency: Japanese Yen

	At Entrance	Spring Semester	Fall Semester	Total
Admission Fee	200,000	-	-	200,000
Tuition	-	720,000	720,000	1,440,000
Research / Practicum Fee	-	112,500	112,500	225,000
Total	200,000	832,500	832,500	1,865,000

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.

●PhD Program
<All Graduate Schools>

	At Entrance	Spring Semester	Fall Semester	Total
Admission Fee	200,000	-	-	200,000
Tuition	-	216,000	216,000	432,000
Research / Practicum Fee	-	65,500	65,500	131,000
Total	200,000	281,500	281,500	763,000

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

<Contact Information>

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