

Guidelines for Kwansei Gakuin University Graduate Program Admission through Partner University Nomination -2020 Spring 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 2020 Spring Application, we will accept 1 candidate for SGU-MEXT Scholarship. Please read the guidelines below carefully, and nominate excellent students who are interested in studying at KGU.

1. Types of Recommendation

At this time, KGU will accept recommendations for SGU MEXT Scholarship. Please refer to the details below.

Type of Recommendation	SGU MEXT Scholarship
Enrollment	September 2020 (Fall Semester)
Number of Recipients	1
Applicable Graduate School	-Language, Communication and Culture -Science and Technology -Institute of Business and Accounting
Benefits of KGU Graduate Program Admission through Partner Universities Nomination Scholarship	-Admission fee -Full amount of tuition for the standard length of the program
Benefits of MEXT Scholarship	-Monthly allowance (for one year *may be extended once)

2. Applicable Departments

Name of Graduate School	Program Type	Course/Field of Study	Standard Length of the Program	Language of Instruction
Graduate School of Language, Communication and Culture https://www.kwansei.ac.jp/g_language/index.html	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, Nanotechnology for Sustainable Energy, Chemistry, Applied Chemistry for Environment, Bioscience, Biomedical Chemistry	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.

The Graduate Course in UN and Foreign Affairs Studies

The Graduate Course in UN and Foreign Affairs Studies is a program of Multidisciplinary Studies for graduate students that aims to equip students with the practical knowledge and skills necessary to become future civil servants at international organizations. Classes are conducted entirely in English, and taught by professors with extensive expertise in foreign affairs and diplomacy. If you wish to take this course, please contact the Integrated Center for UN and Foreign Affairs Studies for more details in advance.

During their time in the course, students will gain valuable experience through internships at UN agencies, international NGOs, the Ministry of Foreign Affairs and other governmental organizations. Please note that you will not be nominated for the MEXT scholarship if you are planning to do an internship outside of Japan for a duration of more than 90 days. In addition, under certain circumstances you may not be able to receive the monthly allowance and your flight tickets for internships will not be paid for.

Contact: Integrated Center for UN and Foreign Affairs Studies
(Tel.: +81-798-54-6436, Email: unfa@kwansei.ac.jp)

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 February 21st, 2020.
(Email: liuxue@kwansei.ac.jp)

<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 before submitting applications. (E-mail: EngMS@kwansei.ac.jp)

■ 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 before submitting applications. (E-mail: EngMS@kwansei.ac.jp)

<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 from partner universities 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
Kwansei Gakuin University
1-155 Uegahara Ichiban-cho, Nishinomiya, Hyogo 662-8501 Japan

***Application documents are different depending on the graduate schools.**

***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 (or deputy representative recognized by the KGU graduate school) (**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 (or deputy representative recognized by the KGU graduate school) (**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 (or deputy representative recognized by the KGU graduate school) (**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 issued by last university (and graduate school) attended
- (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 online video interview will be conducted on April 11th, 2020.

*The schedule of interview for Global Public Management Program applications may be rescheduled in case of trouble on Web interviews due to connection problems, etc.

*An internship in an international organization or other appropriate organization is mandatory for the completion of the Global Public Management Program. If a student enrolled in this program goes outside of Japan for the internship, the monthly allowance of the MEXT Scholarship will not be paid during the internship period. MEXT do not cover travel expenses (including flight tickets) for the internship.

5. Nomination Period: March 6th, 2020 – March 13th, 2020

6. **Announcement of Application Results** : Tuesday, May 26th, 2020

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 2020 Spring Application, KGU will offer scholarships for 1 successful candidate 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 Tuesday, May 26th, 2020.

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 the nominee is 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).

*1 A nominee for MEXT Scholarship needs to satisfy MEXT's qualifications and conditions (such as nationality, age, academic performances, etc.). If the candidate does not satisfy the qualifications and conditions, he/she will only receive the Kwansei Gakuin University Graduate Program Admission through Partner Universities Nomination Scholarship. The results for the MEXT scholarship will be announced after Tuesday, May 26th, 2020.

*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 2019; however, the reduction after 2020 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 2019 was 24.)

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

11. Admissions Procedures

Successful nominees should complete the following admission 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, June 23rd, 2020 to the designated Kwansei Gakuin University bank account.

(2) Tuition and other fees

Please transfer tuition and other fees by Friday, August 28th, 2020 to Kwansei Gakuin University bank account.

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 fee are non-refundable and submitted documents will not be returned.
- 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

	Fees at time of admission	Spring Semester*	Total
Admission Fee	200,000	-	200,000
Tuition	357,500	357,500	715,000
Research / Practicum Fee	43,500	43,500	87,000
Educational Development Fee	104,000	104,000	208,000
Total	705,000	505,000	1,210,000

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

*Fees for Spring Semester 2021 has not yet been confirmed. Fees shown above is for Spring Semester 2020. The total amount is subject to change.

<Institute of Business and Accounting>

Currency: Japanese Yen

	Fees at time of admission	Spring Semester*	Total
Admission Fee	200,000	-	200,000
Tuition	720,000	720,000	1,440,000
Educational Development Fee	112,500	112,500	225,000
Total	1,032,500	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 the 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.

*Fees for Spring Semester 2021 has not yet been confirmed. Fees shown above is for Spring Semester 2020. The total amount is subject to change.

●PhD Program

<Graduate School of Science and Technology>

Currency: Japanese Yen

	Fees at time of admission	Spring Semester*	Total
Admission Fee	200,000	-	200,000
Tuition	216,000	216,000	432,000
Educational Development Fee	65,500	65,500	131,000
Total	481,500	281,500	763,000

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

*Fees for Spring Semester 2021 has not yet been confirmed. Fees shown above is for Spring Semester 2020. The total amount is subject to change.

<Contact Information>

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