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**Graduate School of Science and Technology
Keio University**

**International Graduate Programs (IGP)
on Advanced Science and Technology**

Application Guide

Master's and Ph.D. Program

April 2017 Enrollment

September 2017 Enrollment

Contents

Section 1 Master's Program

Types of Master's Degree	1
Curriculum	1
Application	2
Notice	4
Academic Fees	4

Section 2 Ph.D. Program

Types of Ph.D. Degree	5
Curriculum	5
Application	6
Notice	8
Academic Fees.....	9

Section 3 General Information about Application

Submission of Application Documents	10
Application Fee	10
Announcement of Application Results	11
Scholarships	12

In September 2003, the Graduate School launched the International Graduate Program in Advanced Science and Technology (the courses are all conducted in English) which made it possible for students from abroad to earn degrees without having competence in Japanese. The courses in this program are also open to Japanese students. The students are studying in this highly internationalized environment with around 200 international students.

Admissions policy

The Graduate School welcomes applications from a wide range of individuals with the ability to think and act for themselves, who seek to become creative scientists and engineers capable of playing leading roles in a range of fields on the global stage in the borderless world of the 21st century.

Applicants should have a particular interest in science and mathematics subjects that form the foundations of manufacturing (such as mathematics, physics, and chemistry). They should have a basic academic competency in these subjects, and be interested in acquiring the communication skills needed to be successful in the international arena. We particularly invite applications from:

- (1) Individuals who have a strong interest in science and technology.
- (2) Individuals who can think critically and are interested in discovering intriguing phenomena and solving problems.
- (3) Individuals who are interested in new things and seek the challenge of generating innovation.

Message from students: <http://www.st.keio.ac.jp/contents/ic/e/students/index.html>

Partner Institutions (Student Exchange): http://www.ic.keio.ac.jp/en/study/exchange/exch_partners.html

Year-round Admission Schedule

		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Master's Program	IGP M12*		Application Period			▲ Result		▲ Entrance					▲ Entrance
	IGP M4						Application Period			▲ Result			▲ Entrance
Ph.D. Program	IGP D12*		Application Period			▲ Result		▲ Entrance					▲ Entrance
	IGP D11		Application Period		▲ Result			▲ Entrance					
	IGP D4						Application Period			▲ Result			▲ Entrance

***Those who have a Japanese visa valid until the end of March can choose to enter in either April or September.**

Those without a visa can only choose September.

Section 1 Master's Program

Types of Master's Degree

Graduate students may pursue studies leading to any of the following degrees:

- Master of Science in Engineering
- Master of Science

Curriculum

The Graduate School of Science and Technology consists of three sub-schools and each sub-school consists of several centers of learning and research. (As of April 2016)

1) School of Fundamental Science and Technology

- Center for Mathematics
- Center for Physics
- Center for Molecular Chemistry
- Center for Applied Physics and Physico-Informatics
- Center for Chemical Biology
- Center for Biosciences and Informatics

2) School of Integrated Design Engineering

- Center for Multidisciplinary and Design Science
- Center for System Integration Engineering
- Center for Electronics and Electrical Engineering
- Center for Material Design Science

3) School of Science for Open and Environmental Systems

- Center for Space and Environment Design Engineering
- Center for Science of Environment and Energy
- Center for Applied and Computational Mechanics
- Center for Information and Computer Science
- Center for Open Systems Management

The student will become an official member of one of the sub-schools and conduct research under the supervision of a faculty advisor who is a member of one of the centers that belong to this particular sub-school. The advisor will be a member of one of the centers, but the student while being a member of a sub-school will not belong to any specific center. This is to allow the student to develop a broad perspective that is not restricted by the framework of his/her advisor's center. For more information on how advisors are selected, please see "Notice" on P.4.

Language Options

English (Students can take courses conducted in Japanese depending on the level of Japanese.)

Length

In the Graduate School of Science and Technology, the master's program will be 1-2 years of full-time study followed by a 1-3 year Ph.D. program. The primary objective of the master's program is to establish advanced fundamentals in science and technology through course work and independent research projects, under appropriate supervision from faculty members (in order to contact your prospective research advisor, see "Notice" on P.4).

Requirements

The following are the requirements for completion of a Master's degree: at least one academic year of study in the graduate program (standard duration is two academic years) and acquisition of 30 academic credits including at least 4 credits for the Independent Study and 6 for the Graduate Research 1 that is closely related to the Master's thesis. Each lecture is usually worth 2 credits, i.e., a student will typically take at least 10 courses in order to fulfill the requirement of 20 credits needed, aside from the 10 credits required for the Independent Study and Graduate Research 1.

For more information, please see the syllabus : <http://www.st.keio.ac.jp/english/admissions/guidebook/>

Application

Admissions Criteria

Each applicant will be screened based on the contents of the documents they submit.

Eligibility for Admission

The applicant for the master's program must satisfy one of the following conditions.

1. The applicant must have completed 16 years of schooling. He/she should have successfully graduated from a foreign university and have a bachelor's degree or a degree that is equivalent to this. Those who expect to graduate and have a bachelor's degree or its equivalent conferred before enrollment may also apply.
2. The applicant must have completed 15 years of schooling outside Japan. He/she should have successfully graduated from a foreign university and have a bachelor's degree or a degree that is equivalent to this. The applicant must have outstanding academic records regarding university courses that the Graduate School of Science and Technology of Keio University consider to be important. Those who expect to have completed the aforementioned before the enrollment date may also apply.
3. Exceptions are made when the Graduate School of Science and Technology of Keio University has deemed that the applicant has the equivalent or more academic skills as those who have completed a bachelor's degree.

Admission Schedule

	IGP – M12	IGP – M4
Application Period	November 1– December 9*, 2016	March 1– April 7*, 2017
Eligible Scholarship**	Only for September Enrollment MEXT and ADB scholarship through university recommendation	N/A
Result Announcement	Early February, 2017	Early June, 2017
Tuition fee Payment Deadline**	April enrollment Domestic applicant: March 3, 2017 September enrollment Overseas applicant: May 26, 2017 Domestic applicant: August 18, 2017	Overseas applicant: June 23 2017 Domestic applicant: August 18, 2017
Entrance	April*** / September 2017	September 2017

***All the application documents must be received by the Admissions Office by this deadline.**

**For more information about scholarship and fees, please see P.12 and 13.

***Those who have a Japanese visa valid until the end of March can choose to enter in either April or September.

Those without a visa can only choose September.

Application Requirements

The applicant for the Master's program is required to submit all of the following in order to be considered for admission. Prescribed forms are available from the following website:<http://www.st.keio.ac.jp/english/admissions/pdf/2017enrollment-IGP-AF.pdf>

- Application forms No.1-No.4** (prescribed forms)
- Financial statement** (prescribed form)
- Statement of purpose** (prescribed form)
- Two letters of recommendation** (prescribed form, in English or Japanese)
Recommenders are required to enclose the form in an envelope, seal it, sign it across the seal, and return it to the applicant.
Those applying for the ADB Scholarship must obtain at least one letter of recommendation from a supervisor at work that includes information about the applicant's occupation.
- Application fee 10,000 Japanese Yen**
- GRE Test Scores**
All applicants are required to take the Graduate Record Examination (GRE). GRE scores are valid for five years and must be taken before submitting your application. The scores must be valid on the application deadline of the round in which you apply. If there is a GRE Subject Test that is relevant to the field of study you wish to pursue, it is recommended that you take the Subject Test and submit the results. If the applicant whose native language is not English takes the GRE General Test, the Quantitative Section of the GRE will be the main criteria for evaluation. Scores must be reported directly to Keio University from the Educational Testing Service (ETS) to reach us by the application deadline. **The institution code of Keio is 3843. No department code is necessary.** According to the GRE guidebook, it takes 3-4 weeks for the results of the computer-based test and 4-6 weeks for the paper-based test to arrive at the designated university admission's office from the test date. Please take note that when you make requests for scores to be sent to additional universities, more time is required. Applicants who are concerned that the scores will not arrive on time should submit an original score report to the Admissions Office. This will be returned to the applicant after the admissions process is completed.
- TOEFL Test Scores**
TOEFL is required of all applicants whose first language is not English. Exceptions are granted to those who have received a degree from an institution where all instruction is provided in English. Only TOEFL scores taken within two years prior to the application deadline are valid.
Scores must be reported directly to Keio University from ETS and reach us by the application deadline. Students who have received degrees from schools where all instruction is provided in English must submit a document that certifies this instead of the TOEFL score. **The institution code of Keio for the TOEFL is 6154. No department code is necessary.** Applicants who are concerned that the scores will not arrive on time should submit an original score report to the Admissions Office. This will be returned to the applicant after the admissions process is completed.
- Copy of email communications between you and your prospective supervisors**

The following documents MUST be provided by the applicant's home institution and sent directly to the Admissions Office. Documents submitted by the applicant will not be reviewed. All the documents must be sealed.

- Transcript request form** (prescribed form)
This form must be filled out by the registrar of your home institution to provide us with the supplementary information about your academic records of **undergraduate** study. Please forward this form to the registrar when you request your academic transcripts.
- Original or certified true copy of the Academic transcripts of undergraduate courses** (English or Japanese)
- Original or certified true copy of the Certificate of (expected) graduation from a university** (English or Japanese)

Note:

- A) Please check the accuracy of all materials before mailing. Incomplete application will not be processed.
- B) All documents must be submitted in English or Japanese. **Documents in a language other than English or Japanese must be accompanied by English or Japanese translations certified by a notary public or the school issuing the original document.**
- C) Write your name as it appears on your passport or on your birth certificate.

D) Submitted documents will not be returned under any circumstances.

Notice

Before submitting your application, please contact your prospective research advisor to discuss your research plan thoroughly and receive instructions as to which sub-school you should apply to. Applicants who have failed to do this prior to submitting their applications have a much smaller chance of acceptance and in some cases their applications may be rejected.

For more information on our faculty members, use "**Staff Search**" at: http://www.st.keio.ac.jp/english/staff_search/
Please choose your prospective research advisor from among the faculty members who are qualified to be a thesis advisor.

Academic Fees

The academic fees required upon admission in 2016 are listed below.

*The academic fees for 2017 admission are yet to be determined.

	April 2016 Entrance (April 2016 to March 2017)	September 2016 Entrance (September 2016 to March 2017)
Registration Fee	60,000 yen	30,000 yen
Tuition Fee	1,000,000yen	500,000 yen
Student Health Insurance Union Fee*2	2,600 yen	1,350 yen
TOTAL (Payment by semester*1)	1,062,600 yen (Spring : 531,350 yen) (Fall : 531,250 yen)	531,350 yen

*Note 1: Fees excluding the Student Health Insurance Union Registration Fee (100 yen) can be paid in two installments in the Spring and Fall Semesters. (The payment deadline for Fall Semester is October 31.)

*Note 2: The Student Health Insurance Union Fee includes an initial fee of 100 yen, which is collected only in the student's first year.

The school fees are decided every academic year according to the sliding scale. In accordance with University Regulations, any increase is based on rise in wages of public servants notified in the National Personnel Authority Recommendation. All students are required to pay the requisite amount of fees every year during the enrollment in Keio University.

Section 2 Ph.D. Program

Types of Ph. D. Degree

Ph.D. students may pursue studies leading to any of the following degrees:

- Ph.D. in Engineering
- Ph.D. in Science
- Doctor of Arts

Curriculum

The Graduate School of Science and Technology consists of three sub-schools and each sub-school consists of several centers of learning and research. (As of April 2016)

1) School of Fundamental Science and Technology

- Center for Mathematics
- Center for Physics
- Center for Molecular Chemistry
- Center for Applied Physics and Physico-Informatics
- Center for Chemical Biology
- Center for Biosciences and Informatics

2) School of Integrated Design Engineering

- Center for Multidisciplinary and Design Science
- Center for System Integration Engineering
- Center for Electronics and Electrical Engineering
- Center for Material Design Science

3) School of Science for Open and Environmental Systems

- Center for Space and Environment Design Engineering
- Center for Science of Environment and Energy
- Center for Applied and Computational Mechanics
- Center for Information and Computer Science
- Center for Open Systems Management

The student will become an official member of one of the sub-schools and conduct research under the supervision of a faculty advisor who is a member of one of the centers that belong to this particular sub-school. The advisor will be a member of one of the centers, but the student while being a member of a sub-school will not belong to any specific center. This is to allow the student to develop a broad perspective that is not restricted by the framework of his/her advisor's center. For more information on how advisors are selected, please see "Notice" on P.8.

Language Options

English or Japanese

Length

The Ph.D. program is normally completed in three academic years. There are some exceptions where a student may complete his/her Ph.D. program in one to two and a half years (a total of three or more years including the time the student has spent in his/her master's program) if he/she produces outstanding research results.

Requirements

The requirements for completing the Ph.D. program are: completion of Graduate Research 2 (6 credits), approval of the Ph.D. dissertation, and passing the final evaluation.

Assessment Process

Below is an outline of the process for successfully completing the Ph.D. program:

- (1) An assessment committee will be established consisting of faculty members belonging to one of the three sub-schools to which the Ph.D. candidate belongs. External members from outside the school and/or University may be part of the committee if deemed appropriate.
- (2) An assessment of the Ph.D. thesis will be made and a public research presentation by the candidate will be required.
- (3) In a private oral examination, the assessment committee will ask questions about the candidate's thesis and the general field of knowledge in which it falls. There will also be an examination of language proficiency (English or Japanese). Language skills may be evaluated based on the results of external tests such as TOEFL and/or on the candidate's publications written in English or Japanese.
- (4) A comprehensive final assessment of the candidate will be made by all the members of the sub-school based on (2) and (3).

Some of the evaluation details and standards will vary depending on the sub-school.

Publication

It is strongly advised that a student in the Ph.D. program publishes his/her research results. It is recommended that the student submits his/her papers to a professional publication or presents his/her results at an international conference or major academic congress. The publication will be presented as part of his/her academic achievement at the completion of the Ph.D. program.

Research Advisor

Once you are registered for the Ph.D. program, he/she will have to select a research advisor. An advisor suitable for the particular field of study can be selected from a list of faculty members who are qualified for thesis advisor. The role of this research advisor will be to offer supervision for the Ph.D. dissertation. When it is deemed to be necessary the student can receive guidance from multiple advisors.

In order to contact his/her prospective research advisor, see "**Notice**" on P. 8.

Course Requirements for the Ph.D. program

Graduate Research 2 is mandatory for Ph.D. students. In this course, the student will be given guidelines and engage in discussions with his/her advisor on how to prepare for his/her Ph.D. dissertation. Upon acceptance, student is required to submit a proposal on the subjects he/she wishes to pursue in his/her Ph.D. program. This proposal needs to be approved by their advisor before being submitted. If it is deemed necessary after a discussion with the advisor, the student may choose courses that are offered in the master's program or in other research departments.

Application

Admissions Criteria

Each applicant will be screened based on the contents of the documents he/she submit.

Eligibility for Admission

The applicant for **IGP-D12** must satisfy one of the following conditions.

1. The applicant must have received a master's degree, a professional degree or a degree that is equivalent to the aforementioned degrees outside Japan. Those who expect to have a master's degree or its equivalent conferred before enrollment may also apply.
2. The applicant must have enrolled in the **International Graduate Program** (master's program) of the Graduate School of Science and Technology at Keio University and **expects to complete** the program before enrollment.
3. The applicant must have enrolled in the Master's program at Graduate School of Science and Technology at Keio University **as an international student** and **completed** the program.

4. Exceptions are made when the Graduate School of Science and Technology of Keio University has deemed that the applicant has the equivalent or more academic skills as those who have received a master's degree or a professional master's degree.

The applicant for **IGP-D4, IGP-D11** must satisfy one of the following conditions.

1. The applicant must have received a master's degree, a professional degree or a degree that is equivalent to the aforementioned degrees outside Japan. Those who expect to have a master's degree or its equivalent conferred before enrollment may also apply.
2. The applicant must have enrolled in the Master's program at Graduate School of Science and Technology at Keio University **as an international student** and **completed** the program. Those who **expect to complete** the program before enrollment may also apply.
3. Exceptions are made when the Graduate School of Science and Technology of Keio University has deemed that the applicant has the equivalent or more academic skills as those who have received a master's degree or a professional master's degree.

Admission Schedule

	IGP - D12	IGP - D11	IGP - D4
Application Period	November 1– December 9*, 2016	November 1 – November 18*, 2016	March 1– April 7*, 2017
Eligible Scholarship**	Only for September Enrollment MEXT scholarship through university recommendation	N/A	N/A
Announcement of Result	Early February, 2017	Mid January, 2017	Early June, 2017
Tuition Fee Payment Deadline**	April enrollment Domestic applicant: March 3, 2017 September enrollment Overseas applicant: May 26, 2017 Domestic applicant: August 18, 2017	Overseas applicant: February 3, 2017 Domestic applicant: March 3, 2017	Overseas applicant: June 23, 2017 Domestic applicant: August 18, 2017
Entrance	April***/September 2017	April 2017	September 2017

*All the application documents must be received by the Admissions Office by this deadline

** For more information about scholarship and fees, please see P.12 and 13.

*** Those who have a Japanese visa valid until the end of March can choose to enter in either April or September. Those without a visa can only choose September.

Application Requirements

The applicant for the Ph.D. program is required to submit all of the following in order to be considered for admission. Prescribed forms are available from the following website:

http://www.st.keio.ac.jp/english/admissions/pdf/2017_enrollment-IGP-AF.pdf

- Application forms No.1-No.4** (prescribed forms)
- Financial statement** (prescribed form)
- Research Plan** (prescribed form)
- Two letters of recommendation** (prescribed form, in English or Japanese)
Recommenders are required to enclose the form in an envelope, seal it, sign it across the seal, and return it to the applicant.
Those who correspond to the condition number 2 of the “**Eligibility for Admission**” may submit only one letter of recommendation written by his/her supervisor in the Graduate School of Science and Technology at Keio University.
- Application fee 10,000 Japanese Yen**
- Copy of email communications between you and your prospective supervisors**

The following documents MUST be provided by the applicant’s home institution(s) and sent directly to the Admissions Office. Documents submitted by the applicant will not be reviewed. All the documents must be sealed.

- Transcript request form** (prescribed form)
This form must be filled out by the registrar of your home institution to give us the supplementary information about your academic record of **undergraduate** study. Please forward this form to the registrar when you request your academic transcripts of **undergraduate** course.
- Original or certified true copy of the Academic transcripts of undergraduate course** (English or Japanese)
- Original or certified true copy of the Academic transcripts of master’s course** (English or Japanese)
- Original or certified true copy of the Certificate of (expected) graduation or degree from a graduate school** (English or Japanese)
The type of the degree awarded must be specified on the certificate.
Those who correspond to the condition numbers 2 and 3 for IGP-D12 and condition number 2 for IGP-D4, IGP-D11 of the “**Eligibility for Admission**” are not required to submit this certificate.

Note:

- A) Please check the accuracy of all materials before mailing. Incomplete application will not be processed.
- B) All documents must be submitted in English or Japanese. **Documents in a language other than English or Japanese must be accompanied by English or Japanese translations certified by a notary public or the school issuing the original document.**
- C) Write your name as it appears on your passport or on your birth certificate.
- D) Submitted documents will not be returned under any circumstances.

Notice

Before submitting your application, please contact your prospective research advisor to discuss your research plan thoroughly and receive instructions as to which sub-school you should apply to. Applicants who have failed to do this prior to submitting their applications have a much smaller chance of acceptance and in some cases their applications may be rejected.

For more information on our faculty members, use "**Staff Search**" at http://www.st.keio.ac.jp/english/staff_search/

Please choose your prospective research advisor from among the faculty members who are qualified to be a thesis advisor.

Academic Fees

The academic fees required upon admission in 2016 are listed below.

*The academic fees for 2017 admission are yet to be determined.

	April 2016 Entrance (April 2016 to March 2017)	September 2016 Entrance (September 2016 to March 2017)
Registration Fee	60,000 yen	30,000 yen
Tuition Fee	650,000 yen	325,000 yen
Student Health Insurance Union Fee*2	2,600 yen	1,350 yen
TOTAL (Payment by semester*1)	712,600 yen (Spring : 356,350 yen) (Fall : 356,250 yen)	356,350 yen

Note *1: Fees excluding the Student Health Insurance Union Registration Fee (100 yen) can be paid in two installments in the Spring and Fall semesters.

Note *2: The Student Health Insurance Union Fee includes an initial fee of 100 yen, which is collected only in the student's first year.

No initial fee is required from:

- Students enrolling in the Ph.D. Program within less than one year after completing a master's program at a graduate school of Keio University (excluding students entering/completing professional degree program).
- Students enrolling in the Graduate School of Science and Technology of Keio University straight after completing a graduate school of Keio University.

The school fees are decided every academic year according to the sliding scale. In accordance with University Regulations, any increase is based on rise in wages of public servants notified in the National Personnel Authority Recommendation. All students are required to pay the requisite amount of fees every year during the enrollment in Keio University.

Section 3 General Information about Application

Submission of Application Documents

Application documents must be submitted at the Admissions Office, or sent by post to the address given below.

Admissions Office
Graduate School of Science and Technology, Keio University
3-14-1 Hiyoshi, Kohoku-ku, Yokohama, Kanagawa 223-8522, JAPAN
Phone: +81-45-566-1468

- (1) **All application documents must be received by the Admissions Office by the application deadline of each application period.**
- (2) All applications must be sent by traceable and express mail service such as Express Mail Service (EMS), FedEx, and DHL.
- (3) After you dispatch your application documents, please notify the Admissions Office via email of the applicant's name, program you are applying to, tracking number of the mail, and date of dispatch.
Admissions Office Email: ao_st_inquiry@info.keio.ac.jp
- (4) We will email you an acknowledgement of receipt when we receive your application.

Application Fee

10,000 Japanese Yen

Please send the application fee of 10,000 yen by the application deadline of each application period. Application documents will not be accepted until the application fee is received.

A. Payment from outside Japan

The fee is payable by credit card, or overseas remittance in Japanese currency.

B. Payment from inside Japan

The fee is payable by credit card, cash, or bank transfer.

Payment Instruction

One of the following methods must be used.

Credit Card

- Access the website below, click "Payment by Credit Card", and follow the payment procedures.
<http://www.st.keio.ac.jp/english/admissions/application/index.html>
- When the credit card payment is completed, print out the screen and submit it with other application documents.

Overseas Remittance / Bank Transfer

- Please remit the application fee of 10,000 yen to the following account by **Telegraphic Transfer**.

(Money Transfers from Western Union and MoneyGram Not Accepted)

Payee's Bank: Suruga Bank

Branch: Yokohama Hiyoshi Branch

Bank Address: 2-1-4 Hiyoshi, Kohoku-ku, Yokohama, Kanagawa 223-0061, JAPAN

Account Type: Ordinary Account

Account Number: 434256

Name of Account: Keio Yagamiguchi

SWIFT Code: SRFXJPJT

Method of Payment: Advise and Pay

Bank Charges, if any: **To be paid by applicant (Applicants must pay all bank charges)**

Currency: **Japanese Yen (we do not accept any currency other than Japanese yen)**

Note: Please fill in 'Application Fee' for the 'Purpose of Remittance' section, and your name for the 'Message to Payee' section.

- Please fax or email a remittance receipt to the Admissions Office as soon as you complete the payment.

(Fax: +81-45-566-1469 / Email: ao_st_inquiry@info.keio.ac.jp)

Cash (inside Japan Only)

- Application fee is payable in cash at the Admissions Office, or sent to the Admissions Office using registered mail. Make sure to write the applicant's name on the envelope.

Refund of Application Fee

In principle, the application fee cannot be refunded. However, a refund may be considered under special circumstances, such as:

1. Applicants paid the application fee, but did not file an application (that is, application documents were not sent, or the application was incomplete or missing required documents).
2. Application fee was mistakenly paid twice.

Those to whom 1 or 2 applies should contact the Admissions Office. The fee will be refunded to the applicant's bank account or by a bank check. Bank charge will be deducted from the amount.

Announcement of Application Results

All applicants will be notified of the result in writing from the Admissions Office.

Enrollment Registration

All necessary documents and instructions to complete enrollment procedures will be provided with the application result letter. Registration must be completed by its specified deadline. The university will not provide the visa supporting documents until the payment of tuition fees is confirmed.

Scholarships

The Graduate School of Science and Technology has a program that offers scholarships to those who have successfully passed the entrance examination.

A. University Recommendation Scholarship

From the list of students who have successfully passed the entrance exam, the University will select outstanding students and recommend them to a scholarship program. These students will be the recipients of the scholarship they have been recommended to. Those who apply for the scholarships listed below should submit the designated scholarship application form together with the application documents. Those who have chosen the April entrance are not eligible for these scholarships.

1. Japanese Government (MONBUKAGAKUSHO [MEXT]) Scholarship

Only applicants for the following programs can apply for this scholarship: IGP-M12 September enrollment and IGP-D12 September enrollment

Japanese Government Scholarships (MEXT) through University Recommendation

***The information below is from 2016. Information for 2017 is not announced yet.**

Amount of scholarship	A monthly stipend of 147,000 yen for Master's students, 148,000 yen for Ph.D. students, one round-trip air ticket, full remission of tuition and entrance fees, etc.
Length of scholarship term	A maximum of five years - two years for Master's programs, three years for Ph.D. programs.
Age restriction	Scholarship recipients must be under 35 years of age as of April 1 in the enrollment year.

Please note that once you have accepted the Monbukagakusho Scholarship, you do not have the option to withdraw.

Eligibility for Monbukagakusho Scholarship (Japanese Government Scholarship Program)

- The applicant for the scholarship must be no more than 35 years old as of April 1 of the year of enrollment.
- Those who have already obtained a scholarship from the government of their country of origin or from other foundations are not qualified to apply for this scholarship.
- Applications cannot be submitted to both the "Short-term Student Exchange Promotion Program (Inbound Scholarship)" offered by Japan Student Service Organization (JASSO) and the Monbukagakusho Scholarship.
- If the applicant is applying for the Monbukagakusho Scholarship through the Japanese Embassy/Consulate in his country, he cannot submit an application through Keio University. There are two ways to apply for the Monbukagakusho Scholarship. This may be done through a "university recommendation" or an "embassy recommendation" and an applicant may not simultaneously apply through both routes.
- The scholarship is not for those on active military or civilian duties in military services.
- Taiwanese and North Korean nationals may not apply.
- Those of Japanese nationality cannot apply to this scholarship. This includes those with dual citizenship if one of the nationalities is Japanese.
- Successful applicants must have a college student visa to enter Japan. If the status of this visa is changed during the scholarship period, they are obliged to withdraw from the scholarship and its benefits.

2. Asian Development Bank (ADB) Scholarship

Only applicants for Master's program (IGP-M12 September enrollment) can apply for this scholarship.

This Scholarship is for students who enter a Master's Program at Keio University and agree to return to their

home country immediately following program completion. At least two years of full-time professional work experience prior to application is required.

Amount of scholarship	A monthly stipend equivalent to that of Japanese Government Scholarship, one round-trip air ticket, full remission of tuition and entrance fees, etc.
Length of scholarship term	A maximum of two years.
Age restriction	Scholarship recipients must be under 35 years of age at the time of application.

For more information about ADB, please visit this website: <http://www.adb.org/>

Eligibility for ADB Scholarship

- The applicant must be a national of an ADB borrowing member country (applicants from countries that are no longer borrowing from ADB are not eligible).
- The applicant should have a bachelor's degree or its equivalent and an outstanding academic record.
- The applicant must have at least 2 years of full-time professional working experience (acquired after a university degree).
- Proficiency in oral and written English communication skills is mandatory.
- The applicant must be no more than 35 years old at the time of application.
- The applicant must be in good health.
- The applicant must agree to return to his/her home country after completion of studies, and contribute to the development of his home country.
- Executive Directors, Alternate Directors, management and staff of ADB, consultants, and relatives of the aforementioned are not eligible for this scholarship.
- Applicants living or working in a country other than their home country are not eligible for this scholarship. If from another Developing Member Country of ADB, application may be considered.
- The scholarship does not sponsor undergraduate studies, distance learning programs, short-term training, conferences, seminars, thesis writing, and research projects.

B. Other Scholarships

There are a number of scholarship programs available. These can be applied for after enrollment. More information is provided in the web pages of the Keio University International Center and JASSO (Japan Student Services Organization).

- Keio University International Center Scholarship Information : <http://www.ic.keio.ac.jp/en/life/scholarship/outline.html>
- Japan Student Services Organization: http://www.jasso.go.jp/study_j/index_e.html

Other information

For information regarding scholarships, housing, visas and general information about campus life, please visit the Keio University International Center web site: <http://www.ic.keio.ac.jp/en/life/index.html>

Contact Information

Admissions Office (AO)
 Graduate School of Science and Technology, Keio University
 3-14-1 Hiyoshi, Kohoku-ku, Yokohama, Kanagawa 223-8522 JAPAN
 Tel :+81-45-566-1468
 Fax: +81-45-566-1469
 URL: <http://www.st.keio.ac.jp/english/index.html>
 Email: ao_st_inquiry@info.keio.ac.jp

The Management of Personal Information at Keio University

The personal information at Keio University is handled securely and appropriately in compliance with the Basic Policy concerning Protection of Personal Information and Rules for Protection of Personal Information.

The names of individuals, their addresses and other personal information provided by them in connection with applications and admissions procedures will be used in various departments of Keio University for the following purposes:

1. Conducting entrance examinations (processing applications, conducting examinations, announcing successful candidates),
2. Enrollment procedures,
3. Administering, communicating and carrying out procedures concerning academic affairs,
4. Administering, communicating and carrying out procedures concerning general student life,
5. Administering, communicating and carrying out procedures concerning the use of university facilities and equipment,
6. Conducting communications for soliciting donations and recruiting members for the Keio Support Group and the Keio Card,
7. Sending various documents to students and guarantors and carrying out other communications with them,
8. Sending documents to individuals related to the Mita-kai (alumni associations), and
9. Conducting other functions related to all or some of the preceding items listed above.

Some of the above operations may be entrusted to subcontractors hired by Keio University. In order for such subcontractors to carry out their work, some or all of the personal information Keio University has received from individuals (the minimum necessary), may be provided to them.

In principle, Keio University does not disclose personal information of individuals to third parties.

In exceptional circumstances, the personal information of an individual may be disclosed to a third party when Keio University bears a legal obligation to do so; when Keio University determines that disclosure is necessary in order to protect the life, health, property, rights, or welfare of an individual; or when any other pressing necessity arises and the permission of the individual concerned cannot be obtained.