



京都大学
KYOTO UNIVERSITY

Application Guidelines
for October 2019 Enrollment



KYOTO UNIVERSITY
International Undergraduate Program
(Kyoto iUP)

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Notes:

- This document is correct as of July 1, 2018. Kyoto University reserves the right to make necessary changes to such matters as tuition fees without prior notice.

- All dates and times stated in this document are in JST (Japan Standard Time).

I. Program Overview

Kyoto University celebrated its 120th anniversary in 2017. Since its establishment in 1897, the university has endeavored to provide high-quality education and advance the frontiers of scientific research. Through its general and specialized education programs, the university seeks to cultivate global leaders for the 21st century.

Since its foundation, the university has maintained a tradition of respecting and encouraging academic freedom—a tradition which is at the heart of the Kyoto University International Undergraduate Program (Kyoto iUP), an innovative new undergraduate program for international students.

Kyoto iUP comprises a six-month preparatory course followed by a four-year undergraduate program. In the first two-and-a-half years, students develop an essential understanding of core subjects in both English and Japanese, and acquire sufficient Japanese language proficiency to attend specialized lectures and pursue advanced studies in Japanese in their final two years.

In addition to cultivating language proficiency and a multicultural mindset, the four-and-a-half-year program is also designed to encourage students to exercise initiative and develop flexible thinking. Upon completing the program, students will have in-depth expertise in their chosen field and an extensive understanding of the world. These qualities open the doors to leadership roles in various sectors of international society.

Kyoto iUP students receive comprehensive support during all phases of the program, benefiting from the experience accumulated by the university throughout its long history of fostering international students from around the globe and supporting them in their studies, research, daily life, and career development.

The application procedure is governed by a strict policy of equal opportunity and non-discrimination. Applicants will be selected according to a fair and comprehensive assessment of their submitted documents and interviews.

The key features and details of the program are as follows:

- Kyoto iUP comprises a six-month preparatory course and a four-year undergraduate program. Upon graduation, Kyoto iUP students will be awarded a bachelor's degree in their selected major.
- Students on the program can enroll in the following faculties.*¹ (Applicants can provisionally choose up to three faculties/departments at the time of application, and then select the faculty in which they wish to enroll at a later date.)
 - Faculty of Integrated Human Studies*²
 - Social Sciences and Humanities
 - Natural Sciences
 - Faculty of Education
 - Faculty of Law
 - Faculty of Science
 - Faculty of Engineering*²
 - Global Engineering
 - Architecture
 - Engineering Science
 - Electrical and Electronic Engineering
 - Informatics and Mathematical Science (Computer Science)
 - Industrial Chemistry

Faculty of Agriculture*2

- Bioresource Science
- Applied Life Sciences
- Agricultural and Environmental Engineering
- Food and Environmental Economics

*1 Enrollment in the Faculties of Letters, Economics, Medicine and Pharmaceutical Sciences is currently not possible through the program.

*2 Applicants seeking to enroll in the Faculties of Integrated Human Studies, Engineering, and Agriculture must specify the divisions/departments in which they wish to enroll at the time of application.

- No Japanese language proficiency is required at the time of application. Students will be provided with intensive Japanese courses in the first six months of the program, followed by two years of advanced courses. Students will then have sufficient proficiency to attend regular undergraduate program lectures and seminars in Japanese from their third year.
- Applicants must have a strong motivation to learn the Japanese language in order to gain the proficiency required to understand classes in their chosen subjects taught in Japanese.
- The selection process will be conducted by the university's Admissions Office, which is composed of admission specialists and experienced international faculty members. The admission process comprises a screening of the application documents and interviews. Applicants are expected to have a high degree of academic achievement, English language competence, a high level of motivation, and a worldview aligned with their future goals.
- At the end of the preparatory course, there will be qualifying tests in relevant subjects prepared by the faculties which each applicant selected at the time of application. There will also be Japanese language requirements. Those who satisfy all of the requirements, performing well in the preparatory course and passing the qualifying tests, are guaranteed enrollment in the faculty of their choice.
- Kyoto iUP students will be enrolled in their chosen faculty as regular undergraduate degree-seeking students. In the first two years of the program, they will study liberal arts courses with other degree-seeking students in English and/or Japanese. This will be followed by two years of specialized education in their chosen major subjects, which will be taught mainly, or exclusively, in Japanese.
- Scholarships that provide full or partial admission/tuition fee waivers and monthly allowances are available.
- Kyoto University International House(dormitory) is available for the first year.
- Extensive career support is provided for students seeking to move on to graduate studies or employment within or outside of Japan.

We look forward to welcoming motivated and ambitious students from around the world to Kyoto University.

II. Number of Places

Approximately 15 students will be enrolled in October 2019. They are expected to complete the four-year undergraduate degree programs in March 2024.

III. Eligibility Requirements

Applicants must satisfy all of the following requirements:

1. Applicants must be non-Japanese citizens, and must have obtained “International Student” status of residence at enrollment. (Note: Persons with dual nationality that includes “Japanese” are not eligible to apply)
2. Applicants must fulfill at least one of the following four conditions:
 - a) Have completed or be expected to complete at least 12 years of primary to secondary education, or less than 12 years of formal education that is recognized as equivalent by the Japanese Ministry of Education, Culture, Sports, Science and Technology (MEXT), in a country other than Japan by September 30, 2019.
 - b) Have completed or be expected to complete, by September 30, 2019, at least 12 years of primary to secondary education at an educational institution located in Japan, based on a non-Japanese education system and recognized by the Japanese Ministry of Education, Culture, Sports, Science and Technology (MEXT), or accredited by the Western Association of Schools and Colleges (WASC), the Association of Christian Schools International (ACSI), or the Council of International Schools (CIS).
 - c) Have been awarded an International Baccalaureate, German Abitur, French Baccalaureate or GCE A-Levels, and be 18 years old or older before April 1, 2020.
 - d) Have an academic background that is recognized by Kyoto University as equivalent to a) above before the admission process begins. They must be 18 years old or older before April 1, 2020.

Eligibility Screening Process

Applicants who intend to apply with the eligibility described in 2 d), above, must first complete the eligibility screening process by submitting the documents listed below via email between July 2 and November 30, 2018.

(Note: Other applicants can voluntarily apply for the eligibility screening process, regardless of which of the above eligibility requirements are applicable to them.)

Eligibility Screening Documents

1. Resume of educational history from primary school to current institution.
(Including the name, address, and URL of each institution, and enrollment/completion dates.)
2. Photocopy of the graduation certificate or certificate of expected graduation from the applicant’s secondary school/high school (Form A may be used).
3. Certificate of enrollment (if available).

The above documents must be sent to the Kyoto iUP Admissions Office by email between July 2 and November 30, 2018.

IV. Admission Process

Successful candidates will be selected by the Admissions Office. The selection process will comprise the two stages described below.

Please Note: Initially, the application documents must be submitted through the Online Application System (with the exception of some original documents, which must be sent directly by post to the Admissions Office).

1. Stage 1: Document Screening

The first screening will be a careful examination of the application documents and accompanying materials. Following the document screening, shortlisted applicants will be notified via the Online Application System on March 1, 2019. Shortlisted applicants must then send their original application documents via international courier to the Admissions Office no later than March 15, 2019.

2. Stage 2: Interview

Shortlisted candidates will be interviewed online or in-person. The interviews will be held between March 11 and March 30, 2019.

Details of the interview procedures will be provided to candidates between March 1 and March 11, 2019.

Please Note: It is the applicants' responsibility to check their email for notifications regarding the interviews and application process.

V. Application Fee

The Kyoto iUP application fee is JPY 9,800. Application fee waivers are not available. The fee must be paid by one of the following methods by the application deadline:

Credit Card

Payment for the application and processing fees can be made with VISA, MasterCard, JCB, or AMEX cards from November 15, 2018 onward.

Instructions on how to make the payment are available on the following website:

<https://www3.univ-jp.com/kyoto-u/en/>

Important Points to Note when Paying by Credit Card:

- When making the payment, please choose "Kyoto iUP" in the "Faculty Name" field.
- The "Payment Certificate" page (in PDF format) must be uploaded through the Online Application System.
- A processing fee of JPY 500 will be charged, and applicants are responsible for the payment.

Bank Transfer

To pay the application and processing fees by bank transfer, the payment should be made to the bank account detailed below. Payments by bank transfer will be accepted from November 15, 2018.

Important Points to Note when Paying by Bank Transfer:

- Transaction fees vary depending on the policies of each bank. All transaction fees must be paid by the applicant.
- It is the applicant's responsibility to ensure that the correct amount (JPY 9,800) is received by Kyoto University.
- Evidence of the payment must be uploaded through the Online Application System.

Please make the transfer to the following account:

Name of bank: Sumitomo Mitsui Banking Corporation

Bank code: 0009

Branch name: Kyoto Branch

Branch code: 496

Swift code: SMBCJPJT

Name of beneficiary: Kyoto University, National University Corporation

Beneficiary account type: Savings

Beneficiary account number: 496-8089507

Address of branch: 8 Naginatahoko-cho, Karasumahigashiiru, Shijo-dori, Shimogyo-ku, Kyoto City 600-8008, Japan

Telephone number of branch: +81-(0)75-211-4131

Please Note:

- The name of the person making the payment must be the same as that stated in the applicant's passport. The name must be written in the following order in the "Payer" space: last name, first name, middle name(s). "iUP" must then be added to the end of the name to indicate that the payment is for an application to Kyoto iUP. Example: "SMITH Andrea iUP."
- If someone other than the applicant makes the payment, the name of the applicant + "iUP," and the payer's relation to the applicant must be entered in the "Message to Payee" space.
- The application fee is non-refundable under any circumstances.

VI. Application Documents

The application period is: **November 15 to December 28, 2018.** All documents must be received by the Admissions Office during this application period. Applications must be submitted via the Online Application System (with the exception of some original documents, which must be sent by post).

The application documents must be prepared in English and submitted via the Online Application System or by registered mail (e.g. EMS, UPS, DHL, or FedEx) as appropriate. Certain documents must be sent directly to the university by the relevant school or testing institution. It is the applicant's responsibility to make the necessary arrangements to ensure that the Admissions Office receives all required documents and information during the above-mentioned application period.

For shortlisted candidates, please note that all original application documents must reach the university by registered mail by March 15, 2019.

Late or incomplete applications will not be considered.

The Admissions Office will send a message through the Online Application System to each applicant to acknowledge receipt of his/her application.

Online Application System

Please apply through the Online Application System and upload the necessary documents and information:

URL: <https://admission.iup.kyoto-u.ac.jp>

The application forms (**Forms A–D**) are available from the following website:

URL: <http://www.iup.kyoto-u.ac.jp/>

1. Digital ID photograph (Online application)	A digital ID photograph taken within the last six months. The photo must be taken with no hat or head covering, unless there are religious or medical reasons for such.
2. Copy of passport (Online application)	Copied page(s) containing the applicant's name, photograph, passport number, place of issue, and expiration date. If the applicant does not have a passport, a copy of his/her official photo ID and <u>an English translation</u> thereof must be included. (The English translation may be prepared by the applicant.).
3. Application fee payment certificate Bank remittance certificate (Online application)	Evidence that the application fee of JPY 9,800 has been paid to Kyoto University by credit card or bank transfer.
4. School transcripts (Online application or send by post)	<p>Official transcripts/school records that should cover the applicant's entire time at secondary school/high school (from his/her first year to the present/graduation), or at a minimum for the most recent three years. Higher education transcripts are also required if applicable. These documents must be issued to the applicant by the school.</p> <p>Applicants should submit the transcripts through the Online Application System or send them to the Admissions Office by registered mail. Alternatively, the documents can be sent directly to the Admissions Office by the school. If they are in a language other than English, the original and its <u>English translation</u> must be submitted together. The English translation must be certified by the school or by a notary office.</p>

<p>5. Certificate of graduation / Certificate of expected graduation (Form A)</p> <p>(Online application or send by post)</p>	<p>Form A must be completed by the secondary school/high school from which the applicant graduated or is expected to graduate. If he/she has already graduated, a copy of the original graduation certificate or high school diploma must also be uploaded. These documents must be issued to the applicant by the school.</p> <p>Applicants should submit the certificates through the Online Application System or send them to the Admissions Office by registered mail. Alternatively, the documents can be sent directly to the Admissions Office by the school.</p>
<p>6. Evaluation (Form B)</p> <p>(Send by post)</p>	<p>The evaluator must be a staff member of the secondary education institution that the applicant currently attends or has most recently attended, and must be familiar with the applicant in one of the following capacities: subject/homeroom teacher, principal/head of the school, or guidance/college counselor. If the evaluation is written in a language other than English, its <u>English translation</u> must be submitted together with the original document. The translation must be certified by the school or by a notary office. The evaluation must be issued and sealed by the school, and sent directly to the Admissions Office by registered mail.</p>
<p>7. English proficiency test results</p> <p>or</p> <p>English proficiency evaluation form (Form C)</p> <p>(Online Application or have sent directly from the institution)</p>	<p>Applicants must have their English proficiency certified by one of the English proficiency tests listed below.</p> <p>Applicants are expected to have adequate English proficiency. Although there is no specific minimum score for the English proficiency requirement, the following are typical scores of successful candidates (for reference):</p> <p>TOEFL iBT: 90 TOEFL PBT: 580 IELTS Academic: 6.5 Cambridge English Scale 180</p> <p>*Note: TOEFL ITP is not accepted.</p> <p>The results submitted must have been awarded for tests taken between October 1, 2016 and November 30, 2018.</p> <p>Applicants must upload their test results through the Online Application System or make the necessary arrangements for the testing institution to send them directly to the Admissions Office (in this case, the test results must arrive at the Admissions Office by December 28, 2018).</p> <p>If arranging for the testing institution to send the test results directly to the Admissions Office, please note the following:</p> <p>- TOEFL (https://www.ets.org/toefl): Kyoto University's TOEFL Institution Code is 9501.</p> <p>- IELTS (https://www.ielts.org): A transcript of the official test results must be received by Kyoto University.</p>

	<p>- Cambridge English Scale: A transcript of the official test results must be received by Kyoto University. The applicant must provide Kyoto University with their candidate ID and secret number.</p> <p>Applicants who are native speakers of English or who have completed their secondary education in English are required to submit a English Proficiency Evaluation Form (Form C).</p> <p>Please Note: Those who cannot take an English proficiency test during the designated period for unavoidable reasons may submit Form C instead.</p>
<p>8. Standardized test results (Online Application or have sent directly from the institution)</p>	<p>At least one of the following tests or any other country/region-specific standardized test must be taken, and then the official results of the test must be uploaded or sent directly to the Admissions Office by the testing institution or by the applicant's secondary school/high school during the application period (by December 28, 2018). Official predicted score certificates are also acceptable.</p> <p>If applicants cannot submit the results of any of the following tests, or any other country/region-specific standardized tests, please state the reason for this in the "Remarks" column of the Online Application System.</p> <p><u>American College Testing (ACT) (writing test preferred)</u> If arranging for the testing institution to send the test results directly to the Admissions Office, Kyoto University's institution code is: 1745.</p> <p><u>Examination for Japanese University Admission (EJU)</u> A copy of the test voucher or result transcript must be uploaded through the Online Application System. The test may be taken in either English or Japanese.</p> <p><u>GCE Advanced Level</u> Official grade predictions for GCE Advanced Level Examinations or equivalent AS and A-Levels must be submitted during the application period. A certified copy of the actual results must be sent to Kyoto University as soon as they become available.</p> <p><u>International Baccalaureate (IB) Diploma</u> Official grade predictions must be submitted during the application period. Applicants must make the actual results available to Kyoto University (<i>Kyoto Daigaku</i>) through IBO as soon as they are released.</p> <p><u>Scholastic Assessment Test (SAT) (essay preferred)</u> SAT Reasoning and at least two subject tests are preferred. If arranging for the testing institution to send the test results directly to the Admissions Office, Kyoto University's institution code is: 3814.</p> <p>Please Note: All tests must have been taken after October 1, 2016.</p>

9. Essay (Form D) (Online application)	The essay must be written in English within 600 words, and submitted using Form D.
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VII. Notification of Selection Results

Applicants will receive an electronic copy of the result letter by email on April 19, 2019. The official letters for the successful applicants will be sent to the applicants by registered mail.

The Admissions Office will send successful applicants an admission offer by email and a welcome package by registered mail.

Please Note:

- Decisions regarding admission are non-negotiable.
- Admission deferrals will not be offered.
- The Admissions Office will not respond to any inquiries regarding admission decisions.

VIII. Fees and Enrollment Procedures for the Preparatory Course

1. Admission and Tuition Fees (Waivers available)

Admission Fee: JPY 28,200

Tuition Fee for the Preparatory Course: JPY 296,000

2. Confirming Intent to Enroll

Successful applicants must fill out the reply form enclosed in the welcome package and return it to the Admissions Office by post by May 10, 2019.

3. Enrollment Procedures

Upon receipt of the reply form confirming the applicant's intent to enroll, the Admissions Office will contact the applicant regarding the details of the enrollment procedures, including visa application.

IX. Qualifying Tests

At the end of the Preparatory Course, all iUP students will be required to take qualifying tests in subjects prepared by the faculty (or faculties) that they selected at the time of application. Those who perform satisfactorily in the preparatory course and pass the qualifying tests are guaranteed enrollment in one faculty of their choice from April 1, 2020. The qualifying test fee is JPY 17,000 (fee waivers are not available).

The fees for undergraduate programs are as follows:

Admission fee: JPY 282,000

Annual tuition: JPY 535,800

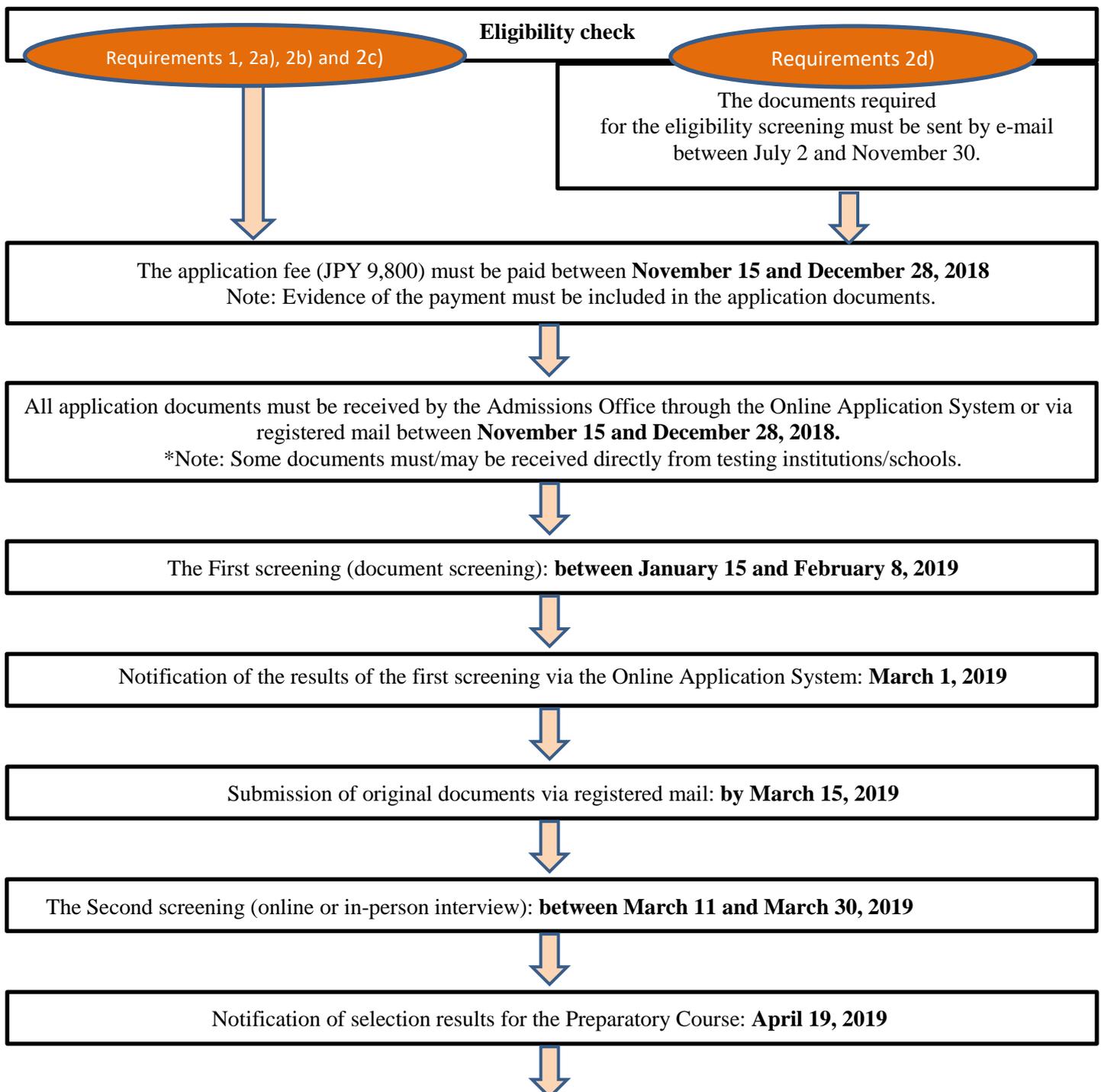
X. Scholarships, Accommodation, and Student Support

Merit-based scholarships that include full or partial admission and tuition fee waivers and a monthly allowance of up to JPY 120,000 for four-and-a-half years are available.

Kyoto University International House (Dormitory) is available for the first year.

Various forms of support for study, student life, and career development (including student tutoring services) are offered to each iUP student.

XI. Application and Enrollment Schedule





Confirmation of intent to enroll by successful applicants: **by May 10, 2019**



Preparation for study in Japan (e.g. visa procedures): **between June and Mid-September, 2019**



Arrival in Japan: **by the end of September, 2019**



Enrollment in the Preparatory Course: **October 1, 2019.**



Qualifying tests set by faculties: **February, 2020**



Enrollment in undergraduate degree programs: **April, 2020**

XII. Fraudulent Statements/Information

It is the applicants' responsibility to ensure that all information provided in their application, supporting documents, and interviews is truthful and accurate. If any reasonable grounds are found to indicate that false information has been provided, the application will be rejected immediately, or the student's registration will be terminated.

XIII. Data Protection

In accordance with Kyoto University's Privacy Policy (http://www.kyoto-u.ac.jp/en/privacy_policy), the Kyoto iUP Admissions Office is responsible for the secure protection of data and information provided in applications and accompanying documents. Information provided will not be used for purposes other than admissions and program development. Applications and supporting documents will not be returned.

XIV. Other Information

Additional supporting documents such as those regarding extracurricular activities may be submitted, but the Admissions Office cannot guarantee that they will be considered in the application process.

Expenses for registered mail and travel for interviews will not be covered by the Admissions Office.

XV. Contact Information

Address: Kyoto iUP Admissions Office, Kyoto University
Yoshida International House Bldg. (B1), Yoshida South Campus,
Yoshida Nihonmatsu-cho, Sakyo-ku, Kyoto 606-8501, Japan

E-mail: kyoto_iup@mail2.adm.kyoto-u.ac.jp

Tel: +81-(0)75-753-3331

Office hours:

Monday to Friday: 9:00 a.m. to 5.00 p.m.

Closed on Saturdays, Sundays, and Japanese National Holidays

If you have any inquiries, please first refer to the following website. Please contact us if your inquiries are not answered by the information on the website.

Kyoto iUP website:

<http://www.iup.kyoto-u.ac.jp/>

Inquiries must be submitted through the inquiry form on the Kyoto iUP website:

Inquiry form:

<http://www.iup.kyoto-u.ac.jp/contact/>



Kyoto University

Kyoto iUP Admissions Office

[URL:http://www.iup.kyoto-u.ac.jp/](http://www.iup.kyoto-u.ac.jp/)

Email: kyoto_iup@mail2.adm.kyoto-u.ac.jp