

Application Guidelines

International Graduate Programme for East Asia
Sustainable Economic Development Studies
(EA Programme)

Graduate School of Economics, Kyoto University

For Master's Programme Enrolment
in 2027 Academic Year

ATTENTION:

For your application, please carefully read the Application Guidelines and the Frequently Asked Questions and Answers. We only respond to enquiries to which answers cannot be found in the Application Guidelines and the FAQ.

Contents

Application for Master's Programme

Application Schedule	3
Application Flow Chart	4
Number of Applicants to Be Admitted.....	5
Eligibility	5
Steps for Application	5

After Announcement of Successful Applicants

Enrolment Procedures, Scholarships, Accommodations	11
--	----

Master's Programme

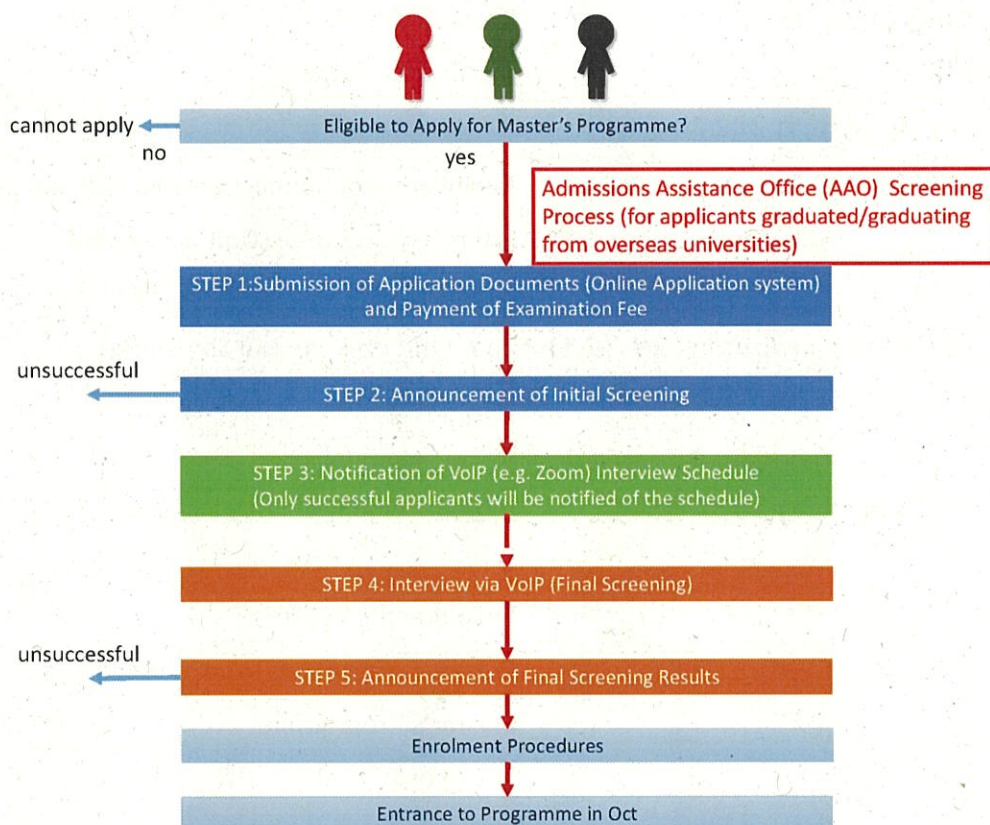
Application Schedule:

Master's Programme (2-year programme for Bachelor's degree holders with the opportunity to proceed to the Doctoral Programme)

September 2026	Application Announcement
October 28 (9am/Wed) ~ November 17 (1pm/Tue) 2026 (JST) "Strict Deadline"	Submission of Application Documents and Examination Fee Payment (via Online Application System)
January 15 (10am/Fri) 2027 (JST)	Announcement of Initial Screening Results
Mid- January 2027	Notification of Connection Test Call and Zoom Interview Schedule (Only successful applicants will be notified of the schedule)
January 18 (Mon) ~ January 29 (Fri) 2027 (JST)	Zoom Interview (Final Screening)
February 9 (3pm/Tue) 2027 (JST)	Announcement of Final Screening Results
June to August 2027	Enrolment Procedures
October 1 (10am/Fri) 2027 (JST)	Entrance Ceremony and Commencement of Master's Programme

Master's Programme

Application Flow Chart



Number of Applicants to Be Admitted

- Approximately ten (10) students are admitted to the programme each year.
- Successful applicants are required to pay the enrolment fee and tuition fees. (either from own funds or via a scholarship, etc.). However Japanese Government Scholarships (MEXT/University Recommendation) and Asian Development Bank Scholarship, the university will select the candidates to be recommended from among the successful applicants. (See 'Scholarships' on page 11).
- Note: Financial support cannot be provided other than scholarship information through the university. Failure to pay the admission fee will result in cancellation of enrolment.
- **Examination fee :JPY10,000, additional handling fee: 429 yen (Only Credit card available)**
Follow the instructions on the Online Application System.
*The examination fee is not refundable under any circumstances.

Eligibility

- Applicants must satisfy one of the following criteria: 1) The applicant has graduated from university at the time of his or her application, or is expected to graduate from university before his or her enrolment to the programme. 2) The applicant is recognized by the Graduate School of Economics to possess an academic ability that is equivalent or superior to those who meet the first qualification, and is at least 22 years old by the day before his or her enrolment to the programme [in case 2) make sure to mention specific details of your educational background and the institutions you attended].
 - Although there is no particular requirement regarding an applicant's field of undergraduate study, it is preferable if applicants have obtained or will obtain a Bachelor's degree in the social sciences, including economics and management, or a field of study relevant to their research plan in the master's programme.
 - Those who have already graduated from a university and are currently working or retired can also apply for our Programme. We are pleased to receive applications from applicants of any background.

Steps for Application (see "Application Flow Chart")

- All procedures will be conducted in English.

Pre-Application: AAO Screening Process [For all Applicants who have graduated or expect to graduate from universities outside of Japan]

- Access the following website of the Admissions Assistance Office (AAO) and take the preliminary screening process. For the AAO application, if you do not have a preferred supervisor, write 'undecided' on your AAO application.
- <https://www.kyoto-u.ac.jp/en/education-campus/education-and-admissions/graduate-degree-programs/how-to-apply/for-graduates-of-overseas-universities>
- It is not necessary to submit a Statement of Purpose to AAO, since applicants will submit a Research Proposal to the EA Programme Committee. Applicants may attach an empty Word file instead in order to proceed to the next step.

- It commonly takes a few weeks before we receive feedback from the AAO. You should begin the AAO procedure **at least two weeks before the application deadline.**
- In principle, students are not permitted to change their supervisor after enrollment.

STEP1: Application Documents Submission (Initial Screening)

After reading through these guidelines, access the following website “the Online Application System” to begin your application.

<https://kjs.gakusei.kyoto-u.ac.jp/EAP2027M>

- The application period for the initial screening round is from October 28 (9am/Wed) to November 17 (1pm/Tue) 2026. Note that we do not accept applications submitted after the deadline: November 17 (Tue), 1PM/JST 2026..

■ Application Documents:

1.Applicant Information

Enter the required applicant information on the online system

➤ Language Proficiency (TOEFL iBT/IELTS)

- Applicants whose first language is not English are required to submit an official TOEFL iBT® Score Report or IELTS Test Report Form taken on and after October 28, 2024. (within two years prior to the application)

※The following two procedures are required:

1. Request “TOEFL: ETS” , “IELTS: Official Test Centre” to send an Official Score Report directly to Kyoto University [DI Code: 9501]

2.Submit a copy of your Test Taker Score Report at the time of application.

- * TOEFL ITP (Institutional Testing Program) , TOEFL MyBest score, TOEFL Home Edition, and GRE are not accepted.
- * TOEFL or IELTS scores are not required for those who have completed their bachelor’s degree in one of the following countries: Australia, Ireland, Canada (excluding universities in Quebec), New Zealand, Singapore, the United Kingdom, and the United States of America. However, applicants are still strongly recommended to submit TOEFL or IELTS scores. Please note that this exception does not usually apply to the country in which you completed your master’s degree due to the shorter duration of the programme.
- * Applicants who have completed their bachelor’s degree in one of the countries mentioned above having transferred from universities in other countries, for example in the case of double/joint degree programmes, also need to submit TOEFL or IELTS scores.
- * Applicants who have completed or expect to complete their bachelor’s degree in an English taught programme in countries such as India, Malaysia, the Philippines, and the Republic of South Africa may submit a certification issued by their universities that validates the programme was conducted in English

instead of their TOEFL or IELTS scores. However, applicants are strongly recommended to submit TOEFL or IELTS scores.

- * There may be some exceptional cases where we waive the requirement to submit a TOEFL or IELTS score. Please contact the Programme Committee for more details, outlining why you think your case should be considered as such an exception.

➤ Documents to Upload

(a) "Reason for Application"

Write in English. A4 size, maximum two pages (PDF version)

(b) "Plan after Completion"

Write in English. A4 size, one page (PDF version)

(c) "Research Proposal"

Upload the PDF on the Online Application System (PDF version)

Write in English. (approximately **2,000 words** long excluding references) The total number of pages must be four (4) A4 pages excluding a list of reference. There are no specific format requirements, but it must be well structured according to a standard academic style (for example, it should include the background of research, research objectives, research questions, methodology, expected results and implications, and a reference list).

Applicants are not required to contact their prospective supervisors prior to application submission. After the application submission, their prospective supervisors may ask some applicants to revise their research proposals. Unless prospective supervisors advise their applicants, the applicants may not change their research proposals or research themes.

(d) "Academic Transcript of your Undergraduate Study" and "Certificate of Graduation" (or Certificate of expected Graduation) from your Undergraduate

- * The certificate(s) and the Transcript must include the date of issue.
- * If the original certificate is written in a language other than English or Japanese, a certified English translation must be attached.
- * This should be an official certificate issued by your university for the purpose of certifying your graduation toward an external party. It is different from a copy of the diploma you received at the time of graduation.
- * Applicants can request to their University to upload the certificates on the Online Application System directly as well.
- * Those who have already completed a graduate programme are required to submit their all transcripts, including the academic transcript(s) of undergraduate study. Those who are currently enrolled in a graduate programme are required to submit all available transcripts to date.
- * If a graduation certificate cannot be issued, a photocopy of the diploma with the official seal of the university is acceptable.

- (e) "Reference paper" such as a graduation thesis or "an equivalent paper" (PDF version)

There is no limit on the total number of pages. If the paper is written in a language other than English, a translated summary and table of contents in English must be attached.

If an applicant cannot complete his/her graduation thesis before the deadline of the application submission, he/she can submit term paper, submitted on a course they have received an evaluation from, as a substitute.

In principle, a joint paper is not appropriate; however, if the joint paper is the only one that the applicant can submit, the following two requirements have to be fulfilled:

- i) A clear indication of the parts where the applicant contributed to the joint paper is given.
- ii) A letter from the supervisor or co-author is attached which certifies the contribution of the applicants to the joint paper.

This reference paper is meant for the Programme Committee mainly to evaluate the applicant's academic writing skill, and therefore it does not necessarily have to relate to the topic of your research or that of your prospective supervisor.

- (f) "Recommendation Letter" (from the applicant's current or previous supervisor, the dean, or the head of the institute attended)

* Applicants need to name and send a message to the person whom they request a recommendation letter through the Online Application System. The message sent out from the system will include the link to the webpage where referee can upload his/her letter. Therefore, the letter must be uploaded via the Online Application System.

* The letter must be written within a period of six months prior to the application.

*** Recommendation Letter Submission Deadline: Nov. 15 (Sun) JST**

* To complete your application on the online application system, your recommender must upload the letter of recommendation. Please make sure to ask your recommender to upload the letter by the submission deadline.

(※If submission by the deadline is difficult for your referee, contact the Admissions Committee in advance.)

* The letter must be on an official letterhead of the university or institution, and include referee's signature by hand (a digital signature is not accepted), his/her affiliation and contact information, and remarks on the applicant's academic performance such as achievements, accomplishments, and attitude.

* If applicants do not have an academic supervisor, they should try to find a faculty member or a staff member of their institution who can write a recommendation letter. If the applicant graduated from a university a long time ago and has difficulty in contacting professors, we may also accept a letter of recommendation written by a non-academic person (e.g. someone in a senior position in the workplace). Note that recommendations from non-academics are not valued as highly as those from academics.

(g) "Copy of your valid Passport"

Upload a copy of the 'photo and passport number' page of a valid passport at the time of application. If you do not have a valid passport, contact the Programme Committee.

(h) "CV" (optional): A4 size, maximum two pages

STEP2: Announcement of Initial Screening Results

- The announcement of initial screening results is scheduled January 15 (Fri), 10AM/JST 2027. Successful applicants' examination numbers and required information will be posted on the online application system.
- Due to the large number of applications the Programme Committee receives, it is not possible to provide any feedback on unsuccessful applications.

STEP3: Notification of Zoom Interview and Zoom Connection test call Schedule

- Interviews will be conducted January 18 (Mon) to January 29 (Fri) 2027.
- The date and time of the Zoom interview and Zoom connection test call will be communicated via the online application system at the time of the acceptance announcement. Interview dates and times cannot be changed or adjusted at the applicant's convenience.
- The Zoom test call will check the connection with Kyoto University prior to the real Zoom interview. To avoid technical problems, the test should be conducted at the same location and over the same connection as the actual interview.

STEP4: Zoom Interview (Final Screening)

- The Interview will be conducted in English and take around 30 minutes.
- The interview is aimed to check the applicant's English language and communication skills, relevance and feasibility of research proposal, and academic potential as whole through various questions from the interviewers.
- Questions regarding the details of the interview cannot be accepted.

STEP5: Announcement of Final Screening Results

- The announcement of final screening results is scheduled February 9 (Tue), 3PM/JST 2027.

Successful applicants' examination numbers and required information will be posted on the online application system.

- Due to the large number of applications the Programme Committee receives, it is not possible to provide any feedback on unsuccessful applications.
- Required Original Documents for Admitted Applicants (Submission by Postal Mail during Enrolment):
 - **Applicants expecting graduation upon application:** Certificate of Graduation and Final Official Transcript (issued after graduation).

After Announcement of Acceptance

✂ Enrolment Procedures for Successful Applicants

Student Affairs Office of the Graduate School of Economics will contact all successful applicants regarding their Enrollment Procedure below.

Application for Certificate of Eligibility (COE) and Visa in June 2027

- Kyoto University's International Service Office, or KUISO (kuiso-s[at]mail2.adm.kyoto-u.ac.jp), is in charge VISA application procedures. More information about the VISA application, refer to the KUISO's website in the link below.
<https://kuiso.oc.kyoto-u.ac.jp/en/visa/>

Sending of Enrolment documents in early August 2027

Payment of admission and tuition fees

- Detailed information regarding payment procedures will be announced in early August 2027.
Admission fee: JPY **282,000** (Transfer period: early September 2027)
Tuition fee: JPY **267,900** / half-yearly amount (Transfer period: mid to end November 2027)
For the information of admission and tuition fees, refer to the following link.
<https://www.kyoto-u.ac.jp/en/current/how-to/tuition/tuition-and-fees>

Tuition Exemption

- Application for full or half tuition fee waiver for each semester for graduate students with excellent grades who have financial difficulties in their studies. Exemptions are not always granted. Details will be notified to privately-funded successful applicants in August 2027.

✂ Scholarships

Points to Note:

Due to limited financial resources and an increasing number of applicants, the scholarship selection process is **highly competitive**.

Private scholarships administered by the university will be announced whenever they become available. Applicants who wish to receive information about them must register in advance. Details of the registration procedure will be provided upon acceptance.

- The following scholarships are recommended by the Admissions Committee from successful applicants. (Applicants cannot apply on their own)

Japanese Government MEXT Scholarship (University Recommendation)

For the 2027 academic year enrolment, the top 4 students selected through the procedure will be recommended to the Japanese Government (MEXT) as scholarship student candidates. Questions regarding this procedure are not accepted. It is not applied for by the applicant, but the university decides among the successful applicants.

Asian Development Bank-Japan

To be selected as a scholarship recipient for the ADB-Japan Scholarship Program, there are additional requirements in addition to the requirements for applying to the Master's program. Refer to the link below.

<https://www.adb.org/site/careers/japan-scholarship-program/main>

Monbukagakusho Honors Scholarship (Gakushushoreihi)

Selected applicants will be able to receive a scholarship for six months from the October of their enrollment. Details are below.

https://www.jasso.go.jp/en/ryugaku/scholarship_j/shoreihi/about.html

- **Foreign government scholarships** are a further scholarship option. For further information on application periods and benefits, please contact the appropriate agency in your country.
- **Asian Future Leaders Scholarship Program**
The Asian Future Leaders Scholarship Program (AFLSP) is a full scholarship program designed to promote interaction among the young people of Asia. Six universities in Japan and China, including Kyoto University, have been chosen as anchor universities for the AFLSP. These universities, together with other institutions participating in the program, shall select the scholarship recipients each year. Applications will be announced.
http://www.kyoto-u.ac.jp/en/education-campus/events_news/office/kyoiku-suishin-gakusei-shien/kokusai-kyoiku-koryu/news/2016/160531_1.html
- **Other Scholarships for Privately-financed International Students**
Refer to the link below of Kyoto University's website regarding scholarships.
<https://www.kyoto-u.ac.jp/en/current/how-to/financial-aid/scholarships-for-privately-financed-international-students>

✂Accommodations

- **Kyoto University International Houses**
Around July 2027, applicants will be contacted about applying for admission to the Kyoto University International House. The number of available units is limited and the competition is very high. For more information, see the following link.
<https://kuiso.oc.kyoto-u.ac.jp/en/housing/>
- **Other Accommodations**
Refer to the following links of Kyoto University International Service Office for information on other accommodations.
<https://kuiso.oc.kyoto-u.ac.jp/en/housing/info/>