

**Application Guidelines
for the 2022 (October) Academic Year**



**International Program in Public Economics
(Master/Doctor)**

**International Program in Financial and Business Economics
(Master/Doctor)**

**International Program in Management and Accounting
(Master/Doctor)**



**Graduate School of Economics
Kyushu University**

Eligibility

Applicants for the doctoral programs must satisfy one of the following conditions:

- (1) Those who have completed (or are scheduled to complete by the date of enrollment) a master's degree or an equivalent degree.
- (2) Those who are at least 24 years of age by the date of enrollment and determined by the Graduate School of Economics of Kyushu University to have an academic ability equivalent to or higher than a master's degree*.

Applicants for the master's programs must satisfy one of the following conditions:

- (3) Those who have completed (or are scheduled to complete by the date of enrollment) 16 years of school curriculum and have graduated (or are scheduled to graduate by the date of enrollment) with a bachelor's degree or an equivalent degree from a university.
- (4) Those who have completed (or are scheduled to complete by the date of enrollment) 15 years of school curriculum outside Japan and have graduated (or are scheduled to graduate by the date of enrollment) with a bachelor's degree or an equivalent degree from a foreign university.
- (5) Those who are determined by the Graduate School of Economics of Kyushu University to have an academic ability equivalent to or higher than a university graduate*.

* Applicants who wish to apply in accordance with qualification (2) or (5) are required to fill out the [Eligibility Check form](#) and **upload (Drag and Drop) a folder that includes** "Application Form," "Certificate of (Scheduled) Graduation," "Academic Transcript," and other reference documents useful for evaluation via the designated link during **March 1 (Tue) to March 11 (Fri), 2022**. The link will appear at the end of the [Eligibility Check form](#). The folder should be named as EC_Your Name + Birthday (e.g., EC_Adam Smith0605). You should have all necessary files ready when starting to fill in the form, since your information will be lost if you leave the site without completing the submission.

The result of eligibility check will be notified to the applicants by **March 25 (Fri), 2022**.

- ◆ The uploading system does not work on Internet Explorer. Please use the latest version of Microsoft Edge, Firefox, Opera, Google Chrome, or Safari.
- ◆ When uploading your folder, please **Drag and Drop** your folder (do not use "select files").

Language Requirement

- (1) Lectures and seminars will be conducted in English and therefore, students are expected to have a good command of English.

- (2) Concerning the Japanese language, it is preferable to study it in some measure to get used to the life in Japan smoothly.

Application Documents

1. **Recommender registration:** Go to [this page](#)
2. **Application registration:** Go to [this page](#)

Please register your recommenders via the first link (for item (I)). Then, please register your application via the second link and **upload (Drag and Drop) a folder that includes necessary files** (item (A) to (H)) through the designated link that will appear at the end of the registration form. Please do NOT upload files that are not folder-stored. The folder name should be Your Name + Birthday (e.g., Adam Smith0605). Please see the right column below to name your files. Please have all necessary files ready when you start the application, since your information will be lost if you leave the site without completing the submission.

Item	Contents and Form	Doctoral Programs	Master's Programs	File Name
(A) Application Form (includes Statement of Interest)	Download the "Application Form" from http://www.econ.kyushu-u.ac.jp/english/pta_index/pa_index2/pa_15/ . Affix your signature and one ID photo: front view, no hats, taken in the last three months, 4 cm (H) x 3 cm (W).	●	●	AP_Your Name + Birthday (e.g., AP_Adam Smith0605)
(B) (Draft of) Master's Thesis	A copy is acceptable. Other writing samples can be included.	●		MT_Your Name + Birthday (e.g., MT_Adam Smith0605)
(C) Summary of Master's Thesis	Approximately 1,000 English words	●		MS_Your Name + Birthday (e.g., MS_Adam Smith0605).
(D) Certificate of (Scheduled) Graduation	Certificate officially issued by the final school attended	●	●	CG_Your Name + Birthday (e.g., CG_Adam Smith0605)
(E) Academic Transcript	Certificate officially issued by the final school attended	●	●	AT_Your Name + Birthsday (e.g., AT_Adam Smith0605)

(F) Document Attesting to English Language Proficiency (for non-natives)	The conditions for exemption are noted below. TOEFL (iBT, PBT), TOEIC, IELTS or CAMBRIDGE: Either score card or relevant document. A photocopy is acceptable. Scores obtained within 2 years of the date of the application are valid.	●	●	ES_Your Name + Birthday (e.g., ES_Adam Smith0605)
(G) GRE Results or GMAT Results	Recommended but not mandatory. A photocopy is acceptable. Scores obtained within 5 years from the date of the application are valid.		○	GR_Your Name + Birthday (e.g., GR_Adam Smith0605)
(H) Proof of Application Fee Payment	After making a payment at https://e-shiharai.net/english , save the “Results.”	●	●	PP_Your Name + Birthday (e.g., PP_Adam Smith0605)
(I) Two Letters of Recommendation	Two recommendation letters should be submitted by the recommenders. At least one recommender must be a faculty member of the university where the applicant graduated or will graduate. The letter format is available from http://www.econ.kyushu-u.ac.jp/english/pa_index/pa_index2/pa_15/ .	●	●	RL_Your Name+Birthday_Recommender’s Name (e.g., RL_Adam Smith0605_Isaac Newton)

(Note) The following applicants are exempt from submitting English attestation document.

1. Applicants who have nationalities of countries where English is used as the primary language.
2. Applicants who can instead submit a certificate (such as official letter, transcript showing instruction language, etc.) proving that they have completed (or are scheduled to complete by the date of enrollment) a degree at an institution where the language of instruction is English in a country where English is the primary language.

Submitting Your Application

(1) Applicants should apply for the program by taking the following steps (see flow chart in page 7).

1. **Recommender registration (for Item (I)):** **Go to [this page](#).**

Please register two recommenders via the above link during **March 22 (Tue) to April 1 (Fri), 2022**.

Invitation mail will be sent to your recommenders, who will be asked to submit a letter of recommendation directly to our office via the designated link no later than **April 22 (Fri), 2022**. Before the registration, please ask your recommenders to write a letter and name the file as RL_Your Name + Your Birthday_Recommender’s Name (e.g., RL_Adam Smith0605_Isaac Newton). One recommender

must be a faculty member of the university from which you received or will receive the highest academic degree. The letter format is available from http://www.econ.kyushu-u.ac.jp/english/pa_index/pa_index2/pa_15/. You will receive confirmation mail if you successfully registered your recommenders. Please contact the Student Affairs Office (see below) if you did not receive the confirmation mail in 24 hours after registration. Please save your response screen for reference.

* The recommender registration form will open on **March 22 (Tue), 2022**.

2. **Submission of application documents (Items (A) – (H)): [Go to this page.](#)**

Please register your application via the above link and upload a folder that includes item (A) – (H) files via the designated link during **April 11 (Mon) to April 22 (Fri), 2022** (the link will appear at the end of registration form). Please do NOT upload files that are not folder-stored. Please name the folder as Your Name + Birthday (e.g., Adam Smith0605). Please follow the instruction in Application Documents to name your files. You will receive confirmation mail if you successfully registered your application. Please contact the Student Affairs Office (see below) if you did not receive the mail in 24 hours after submission. Please save your response screen for reference. You should have all necessary files ready when you start to register your application, since your information will be lost if you left the registration site before completion.

* The application registration form will open on **April 11 (Mon), 2022**.

- ◆ The uploading system does not work on Internet Explorer. Please use the latest version of Microsoft Edge, Firefox, Opera, Google Chrome, or Safari.
- ◆ When uploading your folder, please **Drag and Drop** your folder (do not use "select files").

- (2) Do not use nicknames or abbreviations when writing your name on the application documents. You must write your name exactly as it appears in your official family register (or an official document such as passport and alien registration certificate).
- (3) No change can be made on application documents after submission. Neither documents nor application fees will be returned.
- (4) For inquiries, please contact:

Student Affairs Office Faculty of Economics, Kyushu University Email: jbkkyomu2ec@jimu.kyushu-u.ac.jp
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Application Fee

The application fee is 30,000 yen. You can make a payment with your credit card by accessing the following site with your computer: <https://e-shiharai.net/english>. After making a payment, save the “Results” as a document for your application.

Screening Schedule

(1) Application Period

For the **2022 Fall** enrollment,

April 11 (Mon), 2022 – April 22 (Fri), 2022 (Japan Standard Time)

(2) Interview

Some applicants will be required to take an oral examination (interview). Details of the interview will be sent to each applicant by email. For overseas applicants, the interview will be conducted with a voice communication service on the web.

(3) Result Notification:

The result will be notified to the applicants by the end of **June, 2022**.

We will not respond to questions regarding your result and evaluation.

Entrance Procedures and Tuition

All entering students must complete the following procedures by mail or other methods by the following deadline. Failure to do so will be considered as a withdrawal from the program:

- (1) Entrance procedures must be completed by **August 12 (Fri), 2022**.
- (2) Amount to be paid, by the applicant, at the time of entrance procedures
 - A) Entrance fee ¥282,000
 - B) Tuition of the First Semester ¥ 267,900 (¥535,800 for the full year)

Note: The entrance fee and the tuition amount are the figures for year **2021** and are subject to change.

Student Visa Procedures

Regarding visa requirements, Kyushu University will be happy to assist the applicants throughout the process. Applicants, however, will need to initiate the visa application in a timely manner by their own initiative and costs.

Key Addresses & Information

(1) Address

Student Affairs Office, Faculty of Economics, Kyushu University
744, Motoooka, Nishi-ku, Fukuoka 819-0395 Japan
Email: jbkkyomu2ec@jimu.kyushu-u.ac.jp

(2) Web Sites

http://www.econ.kyushu-u.ac.jp/english/pa_index/pa_index2/

(International Graduate Programs)

<http://www.econ.kyushu-u.ac.jp/english/index/>(School of Economics)

<http://www.kyushu-u.ac.jp/english/index.php> (Kyushu University)

Important Dates

- Eligibility check (if applicable): **March 1 (Tue) ~ March 11 (Fri), 2022**
- Notification of eligibility check result (if applicable): by **March 25 (Fri), 2022**
- Recommender registration: **March 22 (Tue), 2022 ~ April 1 (Fri), 2022**
- Application registration: **April 11 (Mon), 2022 ~ April 22 (Fri), 2022**
- Notification of results: by the end of **June, 2022**
- Entrance procedures: to be completed by **August 12 (Fri), 2022**

Flow Chart of Application

- ◆ The uploading system does not work on Internet Explorer. Please use the latest version of Microsoft Edge, Firefox, Opera, Google Chrome, or Safari.
- ◆ When uploading your folder, please **Drag and Drop** your folder (do not use "select files").

