

GRADUATE SCHOOL OF GLOBAL ENVIRONMENTAL STUDIES
KYOTO UNIVERSITY

SUMMER ADMISSIONS FOR MASTER'S PROGRAM
ENROLLMENT IN APRIL 2021

GUIDELINE FOR INTERNATIONAL APPLICANTS

Admission Policy

1. Our policy

The Graduate School of Global Environmental Studies seeks to secure the current and future health and sustainability of the global environment in two essential ways: first, by training future researchers and practitioners for future environmental careers in academia, management, policy, advocacy and project implementation; and second, by establishing sustainability as the basis of an integrated and interdisciplinary field informed by ethics, science, technology and the humanities that can address the environmental challenges confronting the 21st century.

2. Who are we looking for?

Our goal is to produce graduates who demonstrate excellence and distinctiveness that allows them to impact their chosen fields. We are seeking students who demonstrate high moral character and richness of spirit, including

- Future researchers from all academic fields with a keen interest in global environmental problems and their solutions;
- Future internationally-minded practitioners with a deep enthusiasm for environmental management and a sincere commitment to acquiring and implementing the knowledge and practical skills required to tackle environmental problems from the local to global level in every walk of life;
- A diverse body of students from many different backgrounds and perspectives. Our students enter through a variety of admission tracks, including a mid-career admissions option for students with extensive work experience in environmental issues, some of whom may choose to study while continuing their professional careers, and an international admissions program for international students.

3. What are we looking for?

The Graduate School of Global Environmental Studies offers master and doctoral programs in the field of environmental management, as well as a doctoral program in global environmental studies. The admission requirements for each of these programs relates to the objective of the study program provided.

3.1 Global environmental studies

Our three-year doctoral program in global environmental studies fosters researchers capable of grasping the full complexity and reach of global environmental issues and tackling global and local environmental issues using innovative outlooks and methodologies that are drawn from a wide variety of scholarly fields. Applicants to this program should hold a master's degree in their chosen study field in addition to English language proficiency and a keen interest in global environmental issues, but exemptions may be made for those with demonstrated professional experience and expertise in a field related to their expected area of study.

3.2 Environmental management

Our two-year master's program and three-year doctoral program in environmental management are designed to foster outstanding and internationally-minded practitioners capable of applying management skills in the search for practical and sustainable solutions to local and global environmental problems. Applicants to either of these programs will need basic academic knowledge of global environmental issues and English language proficiency in addition to a keen interest in environmental management.

4. Basic policy on admissions

The admissions process for the master's program will be carried out by means of a comprehensive assessment of documents, foreign language ability, written examinations and an interview. The admissions process for the doctoral program will be carried out by means of a comprehensive assessment of documents and foreign language ability as well as a research presentation and interview.

The Graduate School of Global Environmental Studies (GSGES), Kyoto University, invites international students to apply for a two-year master's program in Environmental Management. Applicants are required to select a study area and academic supervisor from the list of eligible faculty listed on pages 6 to 7. You **should** contact the professor or associate professor **prior** to application, in order to request future supervision and advice with regard to the application process. Detailed descriptions of each study area are also available at:

GSGES website: <http://www2.ges.kyoto-u.ac.jp/en/>

GSGES guidebook: <http://www2.ges.kyoto-u.ac.jp/en/guidebook/>

Note: If you are to be sponsored by a Japanese Government Scholarship or scholarship from your home government, please obtain further instructions relevant to the application process from your intended academic supervisor.

ENROLLMENT CAPACITY

44 (This figure includes the number of successful applicants who are going to enroll in October, 2020.)

Note:

- This figure includes the number of successful applicants in the admissions both career-track and special selection for international students.
- This figure includes the number of successful applicants from a special admissions process called the International Environmental Management Program (IEMP).

<http://www2.ges.kyoto-u.ac.jp/en/admissions/schedule-and-guide/>

Application for the Master's Program in Environmental Management (GENERAL ADMISSION)

1. ELIGIBILITY REQUIREMENTS AND SCREENING

1-1. Eligibility requirements

Applicants wishing to apply through General Admission (including *career-track admission) must satisfy ONE of the following requirements.

- 1) You must have completed or intend to complete a bachelor's degree program at a Japanese university by March 31, 2021.
- 2) You must have completed or intend to complete a bachelor's degree program at a university (minimum of 16 years total education) outside Japan by March 31, 2021.
- 3) You must have completed or intend to complete a degree equivalent to a bachelor's degree by March 31, 2021 by completing studies with a term of enrollment of at least three years (including completion of such studies of relevant subjects in Japan via a correspondence course provided by a school in a foreign country and completion of studies at an educational facility that has been accredited as having an approved curriculum under the educational system of said country and is designated by the Minister of Education, Culture, Sports, Science and Technology) at a university or other school in a country outside Japan (only those universities or schools for which the overall conditions of education and research activities have been assessed by a party authorized by the government of said country or an organization concerned, or those corresponding to such entities as designated by the Minister of Education, Culture, Sports, Science and Technology)
- 4) Alternative qualifications equivalent to the above.

*Career-track admission is for applicants who intend to continue their vocational status after enrollment in the graduate school.

1-2. Eligibility screening

Applicants meeting requirement 4) above, including applicants with less than 16 years of total education and not satisfying requirement 3) above, **must first complete an eligibility screening process**. Please send an e-mail indicating your intention to apply for admissions to the GSGES administration office <160tikyukankyomu@mail2.adm.kyoto-u.ac.jp>. Then, please **submit the qualifying documents listed below to the graduate school by registered mail, to be received no later than 17:00 (JST) on June 12, 2020**.

Documents for eligibility screening:

Only documents **written in English or Japanese** are accepted.

1) Eligibility screening application form	Use Form 1 .
2) Academic transcript	Submit original transcript from your undergraduate/graduate institution. Original must be certified by the president of the university or the dean of the faculty from which you have graduated or to which you currently belong. This will be returned to you upon request at the end of the entrance examination process.

Results of the screening will be notified to applicants by **June 19, 2020** by e-mail.

2. APPLICATION DOCUMENTS

Only documents **written in English or Japanese** are accepted.

1) Application form, Admission ticket, Photo sheet	Use Forms 2 and 5 . You must use a black ink pen or black ballpoint pen to fill in the application form. Forms filled in by pencil or erasable pen will not be accepted. Three 4.0 cm x 3.0 cm photographs taken within the last 3 months must be attached to the forms as requested.
2) Academic transcript	Submit original transcript and graduation certificate (or certificate of expected graduation) from your undergraduate/graduate institution.
3) Graduation certificate or	

certificate of expected graduation	<p>Originals of these documents must be certified by the president of the university or the dean of the faculty from which you have graduated or to which you currently belong. These will be returned to you upon request at the end of the entrance examination process.</p> <p>*If you have submitted an academic transcript at the eligibility screening stage, you do not need to submit it again at the application stage. Only documents written in English or Japanese are accepted. Please contact the GSGES administration office by e-mail if these documents are unavailable in English or Japanese.</p>
4) Statement of reasons for application	Use Form 3 . You must use a black ink pen or black ballpoint pen to fill in the application form. Forms filled in by pencil or erasable pen will not be accepted.
5) Payment slip	<p>1. Applicants residing in Japan must submit an original payment slip bearing the bank's stamp, with the date falling within the payment period or proof of EXSS (Examination Settlement Service) payment. Details are given in Section 4.</p> <p>2. Applicants residing outside Japan must submit the proof of EXSS (Examination Settlement Service) payment. You should inform that you will use EXSS to the GSGES administration office prior to payment.</p>
6) A self-addressed envelope	<p>You should provide a self-addressed envelope (120 mm x 235 mm in size) with a 374-yen stamp affixed. This will be used to send an admission ticket to applicants who have passed the application process.</p> <p>Note: If you do not have a home or proxy address in Japan at which you can be contacted in August, please contact the GSGES administration office by e-mail for instructions.</p>
7) Address label	<p>Use Form 6.</p> <p>You must supply an address at which you can receive the notice of acceptance and documents concerning enrollment procedures if you are accepted for enrollment by the graduate school. You should report any change of address by early March 2021.</p> <p>Note: If you reside outside Japan, please contact the GSGES administration office by e-mail for documents pertaining to admission and orientation procedures.</p>
8) Copy of graduation thesis (Not required for career-track admission applicants)	<p>Submit a copy of your graduation thesis.</p> <p>If a thesis cannot be submitted, you should submit a report of relevant work or research experience (within 1,500 words in English or 3,000 characters in Japanese).</p> <p>If you have not completed your thesis at the time of application or your thesis is not written in English or in Japanese, you should submit a detailed description of your research (within 1,500 words in English or 3,000 characters in Japanese).</p>

In addition to 1) to 8) above, **career-track applicants** are requested to submit the following three documents 9) to 11); applicants to special selection for international students are requested to submit the following 11) Essay, and applicants must request the intended academic supervisor to make the evaluation report 12) and submit it.:

9) Letter of recommendation	Must be written by the head or manager (or equivalent) of the company/organization/institution to which you currently belong.
10) Summary of relevant work experience to date	A report of approximately 500 words in English or 1,000 characters in Japanese summarizing your vocational experience, in particular where the experience relates directly to your intended study area in the master's program.
11) Essay	An essay of approximately 2,500 words in English or 5,000 characters in Japanese on any topic related to global environmental issues. Complete and attach Form 4 as your cover page, showing your name and the name of the company/organization/ institution at which you work. The theme of the essay should also be shown on Form 4 .
12) Evaluation report by the intended academic supervisor	The intended academic supervisor at GSGES must submit the evaluation report on your eligibility to the administration office. The form is given to him/her upon his/her request by the administration office.

3. SUBMISSION OF APPLICATION DOCUMENTS

All documents must be sent to the following address by registered mail to be received no later than **17:00 (JST) on July 20, 2020**, or submitted directly to the Administration office from **July 16 to 20, 2020 (weekdays only, 9:00-12:00 and 13:00-17:00 (JST))**. Applications with incomplete documents or those received after the specified date will not be accepted. Write “**Application for Master’s Program (April 2021)**” in red letters on the front of the envelope.

Administration office
Graduate School of Global Environmental Studies
Kyoto University
Yoshida Main Campus Research Bldg. No.5,
Yoshida-honmachi, Sakyo-ku, Kyoto 606-8501, Japan
Tel: +81-75-753-9167, Fax: +81-75-753-9187,
E-mail: 160tikyukankyomu@mail2.adm.kyoto-u.ac.jp

4. ENTRANCE EXAMINATION FEE

30,000 JPY

If you are a recipient of a Japanese Government Scholarship, you do not need to pay the entrance examination fee. Instead, you must submit a “Certificate of Status for Japanese Government Scholarship Student” issued by the president of the university or the dean of the faculty to which you currently belong.

Payment period: From July 10 to July 20, 2020

Choose the payment method stating below:

1) Please pay at a bank branch/via ATM to the following account. Transactions through the Internet will not be accepted. (From inside Japan only)

Sumitomo Mitsui Banking Corporation (SMBC) Kyoto Branch

Savings account No. 8089430

Kyoto University

- All bank charges must be paid by the applicant.
 - The applicant should be listed as the payer.
 - An original payment slip should be submitted after making a photocopy for yourself.
- 2) Please pay through EXSS (Examination Settlement Service). Refer to <https://www3.univ-kyoto-u/en/ges/> for more details.
- Print the proof of payment from the payment or application content confirmation screen, then (1) cut out the required section and (2) attach it to any blank A4 sized-paper.
 - In case you pay from outside Japan, you should inform to the GSGES administration office in advance.

NOTE

1. The fee is non-refundable.
2. Applicants from households in regions where the Disaster Relief Act applies and whose principal wage-earner has been adversely affected by the March 2011 Great East Japan Earthquake or the April 2016 Kumamoto Earthquakes, and who have been issued a risai shomeisho (Disaster Victim Certificate) should contact the GSGES administration office for further details no later than **17:00 (JST) on June 16, 2020**.

5. ADMISSION SELECTION

Admission selection will be carried out by means of a comprehensive evaluation of the documents, English ability, written examinations and an interview.

5-1. All applicants including native speakers of English, except for those who are applicants for special selection for international students, must present **one** of the following **on the examination day** to evaluate English ability:

- 1) Original score record of **TOEFL-iBT** (preferred),
- 2) Original score record of **TOEFL-PBT** or the revised TOEFL Paper-delivered Test
- 3) Original official score certificate (report) or certificate of achievement of **TOEIC** or **TOEIC Listening & Reading** (Secure/Public testing program), or
- 4) Original test report form of **IELTS (Academic Module)**.

If you do not present one of the above on the examination day, you will be graded “Zero” for English ability.

IMPORTANT: Photocopies and PDF documents of score-record certification (including certification displayed on any web pages) are NOT acceptable. In each case, the score record submitted should be for a test-score dated on or after April 1, 2017. Copies of official score records or original official score reports sent directly to Kyoto University by ETS (Educational Testing Service) will not be accepted. The score records of TOEFL-CBT, TOEFL-ITP, TOEIC SW, TOEIC Bridge, TOEIC-IP and IELTS (General Training Module) are not acceptable. The score record will be returned to each applicant on the examination day.

Note: Applicants may find the following information useful, if they wish to identify the superior of two or more test scores for submission:

- The scores of TOEFL-iBT and TOEFL-PBT can be converted using the ‘TOEFL® Internet-based Test Score Comparison Tables’ provided by ETS.
- A TOEIC score can be converted to a TOEFL-PBT score by using a simple calculation formula (‘TOEIC score x 0.348 +296=TOEFL-PBT score’).
- Conversions of IELTS scores into TOEFL scores can be made using the ‘TOEFL iBT® and IELTS® Academic Module Scores Comparison Tables’ provided by ETS.

5-2. Written examinations and interviews

Written examinations and interviews will be held at Research Bldg. No. 5 on the Kyoto University Main Campus in accordance with the following schedule:

Date	Time	Subject
Tue., August 25, 2020	9:30 - 10:30	General knowledge in global environmental studies (written test)
	11:00 - 12:00	Basic knowledge in your first choice study area (written test)
Tue., August 25	13:30 -	Interview (to assess your undergraduate achievements, study plan and capability for the master's program) of approximately 25 minutes in duration
Wed., August 26	9:00 -	
Thu., August 27		

- (1) Admission selection will be carried out by each study area. Applicants should indicate a first choice of study area and academic supervisor on page 1 of **Form 1** and both first and second choices on page 1 of **Form 2**. Applicants can **select a second choice of study area from the same group (A, B or C)** (see list below). You should contact the faculty member who belongs to your first choice of study area **prior** to application, in order to request future supervision and advice with regard to the application process.

Applicable study areas and faculty

Study area	Professor	Associate Professor	Senior Lecturer
Group A			
A1. Global Environmental Policy	Makoto Usami		
A2. Environmental Economics	Toru Morotomi		
A3. Global Ecological Economics		Akihisa Mori	
A4. Environmental Marketing Management		Akira Yoshino	
A5. Ontology of Environment and Technology	Junji Sato		
A6. Historical Geography and Culture	Aki Yamamura	Yu Tokunaga	
Group B			
B1. Sustainable Rural Development	Satoshi Hoshino	Kenichiro Onitsuka	
B2. Regional Planning	Izuru Saizen		
B3. Terrestrial Ecosystems Management	Shinya Funakawa	Hitoshi Shinjo	
B4. Environmental Education		Jane Singer Misuzu Asari	Roger Cloud Baars
B5. Global Environmental Architecture	Hirohide Kobayashi	Chiho Ochiai	
B6. Biodiversity Conservation	Hiroaki Setoguchi	Kanto Nishikawa	
B7. Landscape Ecology and Planning	Shozo Shibata	Katsue Fukamachi	
B8. Terrestrial Microbiology and Systematics	Chihiro Tanaka	Tetsuhiro Watanabe	
B9. Ecosystem linkages and human society	Naoko Tokuchi	Ryunosuke Tateno	

Group C			
C1. Atmospheric Chemistry	Yoshizumi Kajii		
C2. Environmental Health Sciences	Hirohisa Takano	Kayo Ueda	
C3. Environmentally-friendly Industries for Sustainable Development	Shigeo Fujii	Shuhei Tanaka	
C4. Environmental Infrastructure Engineering	Takeshi Katsumi	Atsushi Takai	
C5. Urban Infrastructure Engineering	Kunitomo Sugiura	Eiji Harada	

(2) Carrier-track applicants shall be exempted from the written examinations. Admission selection to applicants to special selection for international students is implemented based on the application documents for both of the statement of reasons for application and essay, and shall be exempted from both of the written examination and interview.

(3) Evaluation criteria for the written examinations and interviews:

- a) Written tests assess your general knowledge in global environmental studies and basic knowledge in your first choice study area.
- b) Interviews assess your knowledge of basic environmental concepts, research ability, and communication skills.

(4) Detailed instructions relating to the examination/interview process will be given to all applicants who have passed the application process.

(5) The table below shows the basic knowledge required for the written examinations for each group/study area. Applicants are requested to answer the questions only for the first choice study area:

Group A:

A1. Global Environmental Policy	Basic knowledge of environmental policy
A2. Environmental Economics	Basic knowledge of environmental policy and economics (All applicants for A2, A3. Or A4. Must answer the same test questions.)
A3. Global Ecological Economics	
A4. Environmental Marketing Management	
A5. Ontology of Environment and Technology	Basic knowledge of environmental thought and philosophy
A6. Historical Geography and Culture	Basic knowledge of historical space and culture

Group B:

B1. Sustainable Rural Development	Basic knowledge of rural planning and rural development
B2. Regional Planning	Basic knowledge of regional planning and rural/regional development
B3. Terrestrial Ecosystems Management	Basic knowledge of terrestrial ecosystems, management practices of agro-ecosystems and rural development approaches
B4. Environmental Education	Basic knowledge of education for sustainable development, community resilience, participatory development, human mobility, material cycles, low carbon systems and society, sustainable lifestyles
B5. Global Environmental Architecture	Basic knowledge of human environment relating to livelihood, housing, community and urban design
B6. Biodiversity Conservation	Basic knowledge of taxonomy, phylogeny, morphology, genetics, biodiversity and conservation biology of plants and animals
B7. Landscape Ecology and Planning	Basic knowledge of landscape ecology, nature conservation and landscape planning
B8. Terrestrial Microbiology and Systematics	Microbiology in agro-environment and forest environment: Basic knowledge of taxonomy, phylogeny, genetics, biodiversity of microbes and their interactions with hosts and environments
B9. Ecosystem linkages and human society	Basic knowledge of ecosystem structure and function of forests, rivers, fields, estuaries, and coasts, and connectivity of ecosystems including human societies

Group C:

C1. Atmospheric Chemistry	Basic knowledge related to atmospheric chemistry and physical chemistry
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C2. Environmental Health Sciences	Basic knowledge of environmental health sciences (environmental medicine, epidemiology, toxicology, etc.)
C3. Environmentally-friendly Industries for Sustainable Development	Basic knowledge of environmental engineering (environmental pollution, water supply and sewerage systems, wastewater treatment, solid waste management, solid waste treatment and disposal, and related topics)
C4. Environmental Infrastructure Engineering	Basic knowledge of civil engineering, in particular geo-environmental engineering
C5. Urban Infrastructure Engineering	Basic knowledge of structural engineering or hydraulic engineering

- (6) You should select the language (English or Japanese) in which you wish to be examined at the time of application (see page 1 of **Form 2**). Questions for the written tests will be prepared for you in **one** language only, in accordance with the preference you indicate at the time of application.
- (7) Grading criteria*:
 You will be graded according to the sum total of your marks (500 points maximum) for English ability (100 points maximum), general knowledge of global environmental studies (100 points maximum), basic knowledge in your choice of study area (100 points maximum) and interview performance, taking into account the application documents (200 points maximum). In order to pass, your combined marks must total at least 250 points, and you must score at least 100 points out of the 200-point total for the interview. Note that applicants (except for applicants for career-track admission and special selection for international students) who do not take the written test will not be allowed to take the interview.
- *Alternative grading criteria are used for career-track admission applicants, who are graded according to the sum total of their marks for English ability (100 points maximum) and interview performance, taking into account the application documents (400 points maximum). In order to pass, your combined marks must total at least 250 points out of the 500-point total. As for the applicants for special selection for international students, applicants are graded according to the application documents for both of the statement of reasons for application and essay (500 points maximum). In order to pass, your mark must achieve at least 400 points out of the 500 points.
- (8) Please keep your admission ticket with you at all times during the admission selection process.
- (9) You may bring any of the following writing utensils into the examination room: pencil, fountain pen, ballpoint pen, mechanical pencil and eraser. Wristwatches and small clocks are also acceptable. The use of watches with a calculator function and mobile phones is strictly forbidden. You should turn off the alarm functions of all watches, clocks and mobile phones prior to entering the examination room.
- (10) Applicants with disabilities or other needs which require special attention should inform the GSGES administration office prior to the date of admission selection.

5-3. Admission ticket

Your admission ticket will be sent to you in early August.

6. ANNOUNCEMENT OF SUCCESSFUL APPLICANTS

Results of the selection will be posted on the notice board in front of the GSGES administration office at **10:00 (JST) on August 31, 2020**. For the convenience of applicants, the results will also be posted on the GSGES website at the time indicated above. A letter of notification will be sent by surface/air-mail only to successful applicants.

7. ADMISSION AND TUITION FEES

Instructions regarding enrollment procedures and payment of admission/tuition fees will be provided to each successful applicant. Admitted students must obtain their college student visas by the enrollment date.

Admission fee: 282,000 JPY

Tuition fee: 267,900 JPY per semester (535,800 JPY annually)

Please note that fees may be subject to change.

Exemption

- The admission and tuition fees for recipients of Japanese Government Scholarships will be paid by the Government of Japan.

8. HANDLING OF PERSONAL INFORMATION

In accordance with Kyoto University regulations, each applicant's name, gender, date of birth, address and other personal information (including information relating to performance evaluation) as provided in application documents is used only for admission procedures, scholarship applications, and preparation for accepting students.

9. GENERAL NOTES

- (1) When making a correction to the document, cross out the original information with double lines and write the correct information above it.
- (2) Contents of the submitted application documents cannot be changed for any reason.
- (3) Please also note that paid application fees are non-refundable under any condition.

All inquiries are to be addressed to the GSGES administration office, as indicated on page 5.

Note: The information in this guideline is subject to change without notice. Please refer to the latest information available on the GSGES website (<http://www2.ges.kyoto-u.ac.jp/en/>).

GRADUATE SCHOOL OF GLOBAL ENVIRONMENTAL STUDIES LOCATION MAP

<Yoshida main campus>



<Bus stops and train stations near Yoshida main campus>

