

GRADUATE SCHOOL OF GLOBAL ENVIRONMENTAL STUDIES
KYOTO UNIVERSITY

IEMP ENTRANCE EXAMINATION FOR MASTER'S PROGRAM IN JUNE 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 through a special admission process called the International Environmental Management Program (IEMP). This process is for international applicants with superior academic records and academic scholarships who wish to pursue their graduate degrees by taking courses taught in English.

All applicants are required to select a study area and academic supervisor from the list of eligible faculty listed on page 5. You **must** 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/>

Applicants who have graduated or are expected to graduate from an overseas university may apply for a preliminary review by the University's Admissions Assistance Office (AAO), prior to this application.

ENROLLMENT DATE

October 1, 2021 or April 1, 2022

ENROLLMENT CAPACITY

A limited number for each enrollment date

1. ELIGIBILITY REQUIREMENTS AND SCREENING

1-1. Eligibility requirements

1-1-1. General eligibility requirements

Applicants must satisfy all the following requirements.

- 1) You must have completed or intend to complete one of the following by September 30, 2021 (for enrollment in October 2021) or by March 31, 2022 (for enrollment in April 2022).
 - A bachelor's degree at a Japanese University
 - A bachelor's degree program at a university (minimum of 16 years total education) outside Japan
 - A degree equivalent to a bachelor's degree 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 MEXT) 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 the organization concerned, or those corresponding to such entities as designated by the Minister of MEXT)
 - Alternative qualifications equivalent to the above
- 2) In principle, you must not be a Japanese national.
 - *Applications from Japanese nationals who have completed most of the curriculum overseas may be accepted.
- 3) You must be able to confirm that you have received a Japanese government scholarship, other government scholarship, or non-government scholarship when you enroll in the program or you must be applying for ADB-JSP as described in section 1-1-2 below.

1-1-2. Eligibility requirements for ADB-JSP Applicants

Applicants for enrollment in April 2022 can also apply for the **Asian Development Bank's Japan Scholarship Program (ADB-JSP)**. A limited number of applicants for ADB-JSP who have passed the IEMP admission process will then be nominated to ADB for final selection of scholarship recipients. Applicants will be informed of the results of scholarship selection later.

Scholarship duration

Up to two years

Scholarship coverage

- 1) Monthly stipend of approximately 147,000 yen
- 2) Economy class travel expenses to and from Japan
(Airfare for return travel will be provided only after the study program has been successfully completed.)
- 3) Admission and tuition fees
- 4) Medical and accident insurance
- 5) Books, instructional materials and research allowance

Please refer to the ADB-JSP web-page below for details.

<https://www.adb.org/site/careers/japan-scholarship-program/frequently-asked-questions>

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

Eligibility requirements for ADB-JSP applicants

- 1) Be citizens or nationals of ADB borrowing member countries listed below:
Afghanistan / Armenia / Azerbaijan / Bangladesh / Bhutan / Cambodia / Cook Islands / Fiji Islands / Georgia / India / Indonesia / Kazakhstan / Kiribati, Federal State of / Kyrgyz Republic / Lao PDR / Malaysia / Maldives / Marshall Islands / Micronesia / Mongolia / Myanmar / Nauru / Nepal / Pakistan / Palau / Papua New Guinea / Philippines / Samoa / Solomon Islands / Sri Lanka / Tajikistan / Thailand / Timor-Leste / Tonga / Turkmenistan /

- Tuvalu / Uzbekistan / Vanuatu / Vietnam
- 2) Expecting to receive no other scholarship during the period of study at Kyoto University
 - 3) Have at least two (2) years of full-time professional working experience (acquired after a university degree) in the field related to the study program at the time of application
 - 4) Be aged not more than 35 years old as of January 1, 2022
 - 5) Agree to return to their home countries after completion of the study program
 - 6) Not be living or working in a country other than their home countries
 - 7) Have proficiency in oral and written English communication skills to be able to pursue studies
 - 8) Be in good health
 - 9) Not have previously studied abroad
 - 10) Not be enrolled in other graduate degree programs
 - 11) Not be pursuing a second MA
 - 12) Not be Executive Directors, Alternate Directors, management and staff of ADB, consultants, relatives of the aforementioned, staff of ADB-JSP designated institutions

1-2. Eligibility screening

You must first complete an eligibility screening process by submitting the qualifying documents listed below to the following address by registered mail, to be received no later than 17:00 (JST) on May 13, 2021.

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: 160tikyukankyoumu@mail2.adm.kyoto-u.ac.jp

Documents for eligibility screening:

Only documents **written in English or Japanese** are accepted. When not available, a certified translation in either of these languages should be attached.

1) Screening checklist for documents submission	Use Form 1 .
2) Application form	Use Form 2 .
3) Academic transcript	Submit official transcript and graduation certificate (or certificate of expected graduation) issued at the university which you have graduated from or which you currently belong to.
4) Graduation certificate or certificate of expected graduation	A copy of the graduation certificate or the degree certificate is acceptable if the copy is attested by an authorized official of the university with seal and signature. Do not submit the originals as the submitted documents will not be returned.
5) 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.
6) Guarantee letter (if applicants are accepted for a scholarship)	Applicants with a scholarship must submit an official letter/certificate from the sponsor confirming your scholarship acceptance.
7) ADB-JSP related documents (ADB-JSP applicants only)	a) Information sheet: Downloadable from the website: https://www.adb.org/site/careers/japan-scholarship-program/procedures-applying b) Annual income certificates: Provide proof of your income and that of your family (parent and spouse) of the most recent year available, from the company/organization/institution to which you and the family belong or belonged, with computation of conversion to US dollars.

Results of the screening will be notified to applicants by **May 20, 2021** by e-mail.

2. LIST OF STUDY AREAS AND SUPERVISORS

You should **choose one study area and an academic supervisor from the list** below. Indicate your choice in the space provided on page 1 of **Form 2**. You must contact him/her **prior** to application, in order to request future supervision for the designated study program, advice with regard to the application process and submission of the evaluation report on your eligibility.

Applicable study areas and faculty

Study area	Professor	Associate Professor	Senior Lecturer
Department of Global Ecology			
Global Environmental Policy	Makoto Usami		
Environmental Economics*	Toru Morotomi		
Global Ecological Economics		Akihisa Mori	
Sustainable Rural Development	Satoshi Hoshino	Kenichiro Onitsuka	
Environmental Health Sciences	Hirohisa Takano	Kayo Ueda	
Environmental Marketing Management		Akira Yoshino	
Ontology of Environment and Technology*	Junji Sato		
Environmental Education		Misuzu Asari Gregory Patrick Trencher	Roger Cloud Baars
Historical Geography and Culture	Aki Yamamura	Yu Tokunaga	
Department of Technology and Ecology			
Environmentally-friendly Industries for Sustainable Development	Shinya Echigo	Shuhei Tanaka	
Environmental Infrastructure Engineering	Takeshi Katsumi	Atsushi Takai	
Global Environmental Architecture	Hirohide Kobayashi	Chiho Ochiai	
Biodiversity Conservation	Hiroaki Setoguchi	Kanto Nishikawa	
Landscape Ecology and Planning	Shozo Shibata	Katsue Fukamachi	
Elemental Materials Chemistry	Kazuo Tanaka		
Department of Natural Resources			
Regional Planning	Izuru Saizen		
Urban Infrastructure Engineering*	Kunitomo Sugiura	Eiji Harada	
Atmospheric Chemistry	Yoshizumi Kajii		
Terrestrial Ecosystems Management	Shinya Funakawa	Hitoshi Shinjo	
Terrestrial Microbiology and Systematics	Chihiro Tanaka	Tetsuhiro Watanabe	
Ecosystem Linkages and Human Society	Naoko Tokuchi	Ryunosuke Tateno	

* Applicable only for enrollment in October 2021

3. APPLICATION DOCUMENTS

Those who pass the eligibility screening will be requested to submit the application documents outlined below.

Only documents **written in English or Japanese** are accepted. When not available, a certified translation in either of these languages should be attached.

1) Application checklist for documents submission	Use Form 3 .
2) 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 5.</p> <p>2. Applicants residing outside Japan must submit the proof of EXSS (Examination Settlement Service) payment. Details are given in Section 5.</p>
3) Copy of graduation thesis	<p>Submit a copy of your graduation thesis or report of relevant work or research experience.</p> <p>If you have not completed your thesis at the time of application or your thesis is not written in English or Japanese, you should submit a detailed description of your research (1,500 words or less in English).</p>
4) Statement of reasons for application	Use Form 4 .
5) Two letters of recommendation	<p>Application for admission requires recommendations from two persons well acquainted with your intellectual ability and personality. Two letters must be submitted, as described below.</p> <p>a) Form 5 should be completed by an academic supervisor with your current or most recent study program.</p> <p>b) Another letter in any form should be written by the dean, head or manager (or equivalent) of the institution/company to which you currently belong, addressed to the president of Kyoto University.</p> <p>*Applicants who currently belong to the Graduate School of Global Environmental Studies, Kyoto University (e.g. as a research student) need to submit <u>only one letter of recommendation (Form 5) written by a previous academic supervisor (not the current academic supervisor).</u></p>
6) Address label	<p>Use Form 6.</p> <p>You must supply an address at which you can receive documents concerning enrollment procedures if you reside in Japan. You should report any change of address no later than two months before the enrollment date.</p>

4. SUBMISSION OF APPLICATION DOCUMENTS

All documents must be sent to the administration office as indicated on page 4 by registered mail to be received no later than **17:00 (JST) on June 1, 2021**. Applications with incomplete documents or those received after the specified date will not be accepted. Write “**Application for Master’s Program (IEMP) (June 2021)**” in red letters on the front of the envelope.

5. ENTRANCE EXAMINATION FEE

10,000 JPY

The entrance examination fee will be refunded to the recipients of a Japanese Government Scholarship, and ADB-JSP after their admission.

Payment period: From May 21 to June 1, 2021

Choose one of the payment methods described below:

*Applicants residing outside Japan should pay through EXSS as described in 2).

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

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.
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NOTE:

1. The fee is non-refundable.
2. For households in regions where the Disaster Relief Act is effective and whose principal wage-earner has been adversely affected by the disasters listed in the website below, an exemption may be made to the payment of Entrance Examination Fees for cases where a risai shomeisho (Disaster victim Certificate) has been issued. For list of the disasters and exemption requirements, refer to http://www.kyoto-u.ac.jp/ja/admissions/fees_exemption/
For further details, contact the GSGES administration office no later than **17:00 (JST) on May 21, 2021.**

6. ADMISSION SELECTION

Admission selection will be carried out by means of a comprehensive evaluation of the documents and an interview, which will be conducted on campus or long-distance using available video communication tools during the period of **June 7 to 10, 2021**. Detailed instructions relating to the interview process will be given to all applicants who have passed the application process.

7. ANNOUNCEMENT OF ADMISSION RESULTS

All applicants will be informed of the results of the admission selection process by email on **June 23, 2021**.

8. ADMISSION AND TUITION FEES

Instructions regarding enrollment procedures and payment of admission/tuition fees will be provided to each successful applicant by mail in early September, 2021 for enrollment in October, 2021 or late February, 2022 for enrollment in April 2022. Admitted international 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.

9. 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 are used only for admission procedures, scholarship applications, and preparations for accepting students.

10. 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) Paid application fees are non-refundable under any circumstances.

All inquiries are to be addressed to the GSGES administration office, as indicated on page 4.

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