

GRADUATE SCHOOL OF GLOBAL ENVIRONMENTAL STUDIES
KYOTO UNIVERSITY

SUMMER ADMISSIONS FOR DOCTORAL PROGRAM
ENROLLMENT IN OCTOBER 2022 / APRIL 2023
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 three-year doctoral programs in Global Environmental Studies and Environmental Management. Applicants are required to select an academic supervisor from the list of eligible faculty listed on page 5. You **must** contact your intended faculty member **prior** to application, in order to request future supervision for your chosen study program 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 need to apply for a preliminary review by the university's **Admissions Assistance Office (AAO)**, prior to contacting your intended faculty member.

Admissions Assistance Office (AAO): <https://u.kyoto-u.jp/osr7r>

ENROLLMENT CAPACITY

Doctoral Program in Global Environmental Studies: **13**

Doctoral Program in Environmental Management: **7**

These enrollment capacities also include the number of successful applicants from a special admissions process called the International Environmental Management Program (IEMP) as well as other admissions.

You may apply for either or both of the two programs. Eligible applicants include 1) career-track admission applicants who intend to continue their vocational status after enrollment in the graduate school, and 2) thesis-track admission applicants who have completed most of their doctoral research and can be ready to submit their doctoral thesis within approximately a year after enrolling in the graduate school.

Note: Candidates seeking to enter the graduate school on a thesis-track basis must contact their intended academic supervisor for instruction on how to apply for admission.

Application for the Doctoral Program in Global Environmental Studies/Environmental Management (GENERAL ADMISSION)

1. ELIGIBILITY REQUIREMENTS AND SCREENING

1-1. Eligibility requirements

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

- 1) You must have completed or intend to complete a master's degree program at a Japanese university by September 30, 2022 (for enrollment in October 2022) or by March 31, 2023 (for enrollment in April 1, 2023).
- 2) You must have completed or intend to complete a master's degree program at a university outside Japan by September 30, 2022 (for enrollment in October 2022) or by March 31, 2023 (for enrollment in April 1, 2023).
- 3) Alternative qualifications equivalent to the above.

1-2. Eligibility screening

Applicants meeting 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 GSGES Administration Office by registered mail, to be received no later than 17:00 (JST) on June 10, 2022.**

[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) Eligibility screening application form	Use Form 1 .
2) Academic transcripts of bachelor's and master's program	Submit official transcripts from your undergraduate and graduate institutions. A true copy of transcripts is acceptable if it is attested by an authorized official of the university with a seal and signature.

Results of the screening will be notified to applicants by **June 23, 2022** by e-mail.

2. APPLICATION

All documents must be sent to the address as indicated on page 9 by registered mail to be received no later than **17:00 (JST) on July 19, 2022**. Applications with incomplete documents or those received after the specified date will not be accepted. Write "**Application for Doctoral Program (August 2022)**" in red letters on the front of the envelope.

[Application documents]

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 form, Admission ticket, Photo sheet	Use Forms 2 and 4 . 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. Typing is acceptable. 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 official transcript and graduation certificate (or certificate of expected graduation) issued at the university for ALL degrees from your bachelor degree onward including the current program. A copy of transcript, graduation certificate (or certificate of expected graduation) or degree certificate is acceptable if attested by an authorized official of the university with seal and signature. Do not submit originals as the submitted documents will not be returned.
3) Graduation certificate or certificate of expected graduation	*If you have submitted academic transcripts at the eligibility screening stage, you do not need to submit them again at the application stage.
4) Payment slip	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. 2. Applicants residing outside Japan must submit the proof of EXSS (Examination Settlement Service) payment.

5) A self-addressed envelope (For applicants who have a home address in Japan or an address within Japan at which you can collect mail in February)	You should provide a self-addressed envelope (120 mm x 235 mm in size) with a 354-yen stamp affixed. This will be used to send an admission ticket to applicants who have passed the application process. Note: If you reside outside Japan, you do not have to submit this item.
6) Address label	Use Form 5 . 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 September for enrollment in October 2022 or by mid February, 2023 for enrollment in April 2023. Note: If you reside outside Japan, you do not have to submit this item.
7) Copy of master's thesis or report of relevant work experience and essay (Not required for thesis-track admission applicants)	Submit a copy of master's thesis or report of relevant work experience and essay. Applicants applying for the doctoral program in Global Environmental Studies or for both doctoral programs (Global Environmental Studies and Environmental Management) need to submit a) as described below. Those who are only applying for the doctoral program in Environmental Management are required to submit either a) or b) as described below. a) <u>Copy of master's thesis</u> If you have not completed a thesis at the time of application or your thesis is not written in English or Japanese, you should submit a detailed description of your master's research in English or Japanese (within ten pages). b) <u>Report of relevant work experience and assigned essay</u> Please submit both a work experience report of five pages in Japanese or in English with relation to environmental management and an essay of five pages in English on a topic assigned by your intended academic supervisor.
8) Statement of proposed research (Not required for thesis-track admission applicants)	Please submit a report of two to three pages in English or Japanese on your proposed research topic, <u>determined in consultation with your intended academic supervisor</u> . You should attach a cover page showing your name and the name of your intended academic supervisor. (Form 3)

Instead of 7) and 8), **thesis-track admission applicants** are requested to submit the documents listed below:

9) Draft of doctoral thesis (4 copies)	The draft should be written in English or Japanese. (Free format)
10) Report of research career to date (4 copies) and/or report of relevant work experience (4 copies)	Applicants for the doctoral program in Global Environmental Studies only do not need to submit b). Those who are applying for the doctoral program in Environmental Management only or for both doctoral programs (Environmental Management and Global Environmental Studies) are required to submit both a) and b). a) <u>Report of research career to date (4 copies)</u> Please describe your research career to date in English or Japanese and list papers, articles and research reports authored by the applicant that are relevant to his/her intended study area in the doctoral program(s). (free format) b) <u>Report of relevant work experience (4 copies)</u> Please submit a detailed description (two or three pages in English or Japanese) of your work experience that relates to environmental management. (Free format)

Career-track admission applicants are requested to submit the additional document listed below:

11) Letter of recommendation	Must be written by the head or manager (or equivalent) of the company/organization/institution to which you currently belong.
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3. LIST OF STUDY AREAS AND SUPERVISORS

You should **choose a study area and an academic supervisor from the list** below. Indicate your choice on page 1 of **Forms 2**. You must contact your academic supervisor **prior** to application, in order to request future supervision for the designated study program and advice with regard to the application process.

Applicable study areas and faculty

Study area	Professor	Associate Professor	Senior Lecturer
Department of Global Ecology			
Global Environmental Policy	Makoto Usami		
Environmental Economics	Kenji Takeuchi		
Global Ecological Economics		Akihisa Mori	
Sustainable Rural Development	Satoshi Hoshino	Kenichiro Onitsuka	
Historical Geography and Culture	Aki Yamamura	Yu Tokunaga	
Environmental Marketing Management		Akira Yoshino	
History of Art and Culture	Erika Takashina		
Environmental Education		Misuzu Asari Gregory Trencher	Roger Cloud Baars
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 Design	Masashi Kawasaki	Keita Yamaguchi	
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 2022

4. ENTRANCE EXAMINATION FEE

30,000 JPY

Note: If you are currently a master's course or professional degree program student at Kyoto University, you do not need to pay the entrance examination fee.

Payment period: From July 8 to July 19, 2022

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.

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. Please

attach the slip to any blank paper.

- 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 paper.
 - Family and given name should be exactly the same as in the form 2, Application form.

NOTE:

1. The entrance examination fee will be refunded to recipients of a Japanese Government Scholarship after their enrollment.
2. Except for the above, the fee is non-refundable.
3. Not required for JICA KCCP scholars.
4. For households in regions where the Disaster Relief Act is effective and whose principal wage-earner has been adversely affected by the disasters listed on the website below, an exemption may be made to payment of the entrance examination fee for cases where a risai shomeisho (Disaster Victim Certificate) has been issued. For the list of recognized disasters and requirements for exemption, 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 June 14, 2022.**

5. **ADMISSION SELECTION (Thesis-track admission applicants should refer to Section 6, on pages 7-8.)**

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

5-1. To evaluate English ability, all applicants including native speakers of English must submit **one** of the following **on the examination day**:

- 1) Original score record of **TOEFL-iBT** (recommended; including TOEFL iBT Home Edition),
- 2) Original official score certificate (reports) or certificate of achievement of **TOEIC** or **TOEIC Listening & Reading** (Secure/Public testing program), or
- 3) Original test report form of **IELTS (Academic Module)**.

If you do not submit one of the above on your 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, 2019. 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.

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

- A TOEIC score can be converted using the score comparison table on page 10.
- 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. Interview

Applicants who have passed the General Admission application process will be invited for an interview at Research Bldg. No.5 on the Kyoto University Main Campus, on the day indicated below:

Date	Time	Subject
Wed., August 31 - Thu., September 1, 2022	9:00 -	Interview (approx. 50 minutes) To assess specialized knowledge gained through your master’s study or practical experience, contents of your proposed research plan presentation, and any relevant knowledge about the research plan or related subjects.

- (1) Interviews assess your research ability, significance of your proposed research, presentation effectiveness and prepared documents.
- (2) Grading criteria
All applicants including career-track admission applicants will be graded according to the sum total of your marks (300 points maximum) for English ability (100 points maximum) and interview performance (200 points maximum). The interview assessment includes a review of your proposed research. In order to pass, your combined marks must total at least 180 points, and you must score at least 120 points out of the 200-point total for the interview.
- (3) You should prepare your presentation material for the interview in accordance with one of the methods outlined below. Indicate your preferred method of presentation in the space provided on Form 3. You will be given approximately 20 minutes for the presentation.
 - (1) Handout (three copies)
 - (2) Microsoft PowerPoint slides*
 - * The graduate school will prepare a notebook computer equipped with PowerPoint 2016 software. If you choose (2), you are required to make the presentation using PowerPoint. Save your file onto USB memory, then upload it to the notebook computer on the day of your entrance examination. You are free to bring and use your own computer, if you wish to use alternative software in making your presentation.
- (4) Detailed instructions relating to the interview process will be given to all applicants who have passed the application process.
- (5) Please keep your admission ticket with you at all times during the admission selection process.
- (6) 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, 2022.

6. ADMISSION SELECTION (THESIS-TRACK)

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

6-1. To evaluate English ability, all applicants including native speakers of English must submit **one** of the following **on your examination day**:

- 1) Original score record of **TOEFL-iBT** (recommended; including TOEFL iBT Home Edition),
- 2) Original official score certificate (report) or certificate of achievement of **TOEIC** or **TOEIC Listening & Reading** (Secure/Public testing program), or
- 3) Original test report form of **IELTS (Academic Module)**.

If you do not submit one of the above on your 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, 2019. 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.

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

- A TOEIC score can be converted using the score comparison table on page 10.
- Conversions of IELTS scores into TOEFL scores can be made using the ‘TOEFL iBT® and IELTS® Academic Module Scores Comparison Tables’ provided by ETS.

6-2. A chief referee (intended academic supervisor) and two referees will review the draft doctoral thesis by the examination day. Evaluation criteria are relevance of the draft doctoral thesis with the admission policy of the program you apply for, research ability and the progress of doctoral study.

6-3. Thesis-track admission applicants who have passed the application process will be invited for an interview at Research Bldg. No.5 on the Kyoto University Main Campus, on the day indicated below.

Date	Time	Subject
Wed., August 31 - Thu., September 1, 2022	9:00 -	Interview (approx. 50 minutes) To assess your draft doctoral thesis, your proposed research plan, specialized knowledge necessary to complete doctoral study, research progress or practical achievements.

- (1) Interviews assess your research ability, the progress of your research, significance of your proposed research, presentation effectiveness and prepared documents.
- (2) Grading criteria:
All applicants including career-track admission applicants will be graded according to the sum total of your marks (300 points maximum) for English ability (100 points maximum) and interview performance (200 points maximum). The interview assessment includes a review of your draft doctoral thesis. In order to pass, your combined marks must total at least 180 points, and you must score at least 120 points out of the 200-point total for the interview.
- (3) You should prepare your presentation material for the interview in accordance with one of the methods outlined below. Indicate your preferred method of presentation in the space provided on Form 3. You will be given approximately 20 minutes for the presentation.
 - (1) Handout (three copies)
 - (2) Microsoft PowerPoint slides*
 - * The graduate school will prepare a notebook computer equipped with PowerPoint 2016 software. If you choose (2), you are required to make the presentation using PowerPoint. Save your file onto USB memory, then upload it to the notebook computer on the day of your entrance examination. You are free to bring and use your own computer if you wish to use alternative software in making your presentation.
- (4) Detailed instructions relating to the interview process will be given to all applicants who have passed the application process.
- (5) Please keep your admission ticket with you at all times during the admission selection.
- (6) Applicants with disabilities or other needs which require special attention should inform the GSGES administration office prior to the date of the admission selection.

6-4. Admission ticket

Your admission ticket will be sent to you in early August, 2022.

7. ANNOUNCEMENT OF SUCCESSFUL APPLICANTS

Results of the selection will be posted on the notice board in front of the GSGES administration office at **noon (JST) on September 5, 2022**. 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. (For overseas residents, a letter of notification will be sent by email.)

8. ADMISSION AND TUITION FEES

Instructions regarding enrollment procedures and payment of admission/tuition fees will be provided to each successful applicant in early September, 2022 for enrollment in October, 2022 or late February, 2023 for enrollment in April 2023. 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.
- Students expecting to complete a master's program or a professional degree program at Kyoto University are not required to pay the admission fee.

9. HANDLING OF PERSONAL INFORMATION

In accordance with the Act on the Protection of Personal Information Held by Incorporated Administrative Agencies, etc and 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.

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 of the graduate school.

Administration Office

Graduate School of Global Environmental Studies

Kyoto University

Yoshida-honmachi, Sakyo-ku, Kyoto 606-8501, Japan

Tel: +81-75-753-9167, Fax: +81-75-753-9187,

E-mail: 160tikiyukankyoumu@mail2.adm.kyoto-u.ac.jp

Office hours :9 :00-12 :00 and 13 :00-17 :00 (JST)

Score Comparison Table of TOEFL-iBT • TOEIC

TOEIC Score	TOEFL iBT Score
65 – 83	14
84 – 100	15
101 – 119	17
120 – 138	18
139 – 153	19
154 – 163	20
164 – 183	21
184 – 205	23
206 – 226	24
227 – 239	25
240 – 250	26
251 – 264	27
265 – 278	29
279 – 291	30
292 – 301	31
302 – 318	32
319 – 335	33
336 – 349	35
350 – 357	36
358 – 368	37
369 – 385	38
386 – 395	39
396 – 408	41
409 – 418	42
419 – 431	43
432 – 442	44
443 – 454	45
455 – 466	47
467 – 474	48
475 – 482	49
483 – 491	50
492 – 507	51
508 – 522	53
523 – 529	54
530 – 536	55
537 – 553	56
554 – 567	57
568 – 576	59
577 – 583	60

TOEIC Score	TOEFL iBT Score
584 – 590	61
591 – 600	62
601 – 613	63
614 – 626	65
627 – 635	66
636 – 642	67
643 – 649	68
650 – 659	69
660 – 671	71
672 – 681	72
682 – 688	73
689 – 696	74
697 – 707	75
708 – 720	77
721 – 726	78
727 – 731	79
732 – 736	80
737 – 745	81
746 – 757	83
758 – 767	84
768 – 774	85
775 – 781	86
782 – 789	87
790 – 798	89
799 – 808	90
809 – 815	91
816 – 824	92
825 – 833	93
834 – 842	95
843 – 849	96
850 – 859	97
860 – 869	98
870 – 880	99
881 – 896	101
897 – 905	102
906 – 914	103
915 – 926	104
927 – 937	105
938 – 949	107

TOEIC Score	TOEFL iBT Score
950 – 960	108
961 – 976	109
977 – 988	110
989 –	111