# GRADUATE SCHOOL OF GLOBAL ENVIRONMENTAL STUDIES KYOTO UNIVERSITY

# SUMMER ADMISSIONS FOR MASTER'S PROGRAM ENROLLMENT IN 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.

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. You **should** contact your intended faculty member **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: <u>http://www2.ges.kyoto-u.ac.jp/en/</u> GSGES guidebook: <u>http://www2.ges.kyoto-u.ac.jp/en/guidebook/</u>

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): <u>https://u.kyoto-u.jp/osr7r</u>

## ENROLLMENT CAPACITY

44 (This includes the number of successful applicants who are going to enroll in October, 2022.)

Note:

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

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

- You must have completed or intend to complete one of the following by March 31, 2023.
- 1) A bachelor's degree at a Japanese University
- 2) A bachelor's degree program at a university (minimum of 16 years total education) outside Japan
- 3) A degree equivalent to a bachelor's degree by completing studies with an enrollment term of at least three years (including the completion of such studies of relevant subjects in Japan via a correspondence course provided by a school in a foreign country, and the completion of studies at an educational facility accredited as having an approved curriculum under the educational system of said country, or those corresponding to such studies as 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)
- 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.
- \*Special selection for international students is for applicants who are not Japanese nationals.

#### 1-2. Eligibility screening

<u>Applicants meeting requirement 4) above,</u> 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 <<u>160tikyukankyoumu@mail2.adm.kyoto-u.ac.jp</u>>. 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 transcript	Submit <u>official</u> transcript from your undergraduate/graduate institution. A true copy of transcripts is acceptable if it is attested by an authorized official of the university with a seal and signature.
3) Curriculum materials	Curriculum materials of your current/graduated program describing the graduation requirements and syllabuses.

\*Documents certifying achievements, qualifications that show abilities equal to or higher than university graduation, or documents certifying achievements in social activities can be submitted.

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 8 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 Master's Program (August 2022)" in red letters on the front of the envelope.

\*Download the designated form from the GSGES website <<u>https://www2.ges.kyoto-u.ac.jp/en/admissions/schedule-and-guide/</u>>.

[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.

	languages should be allaened.
1) Application form,	Use Forms 2 and 5.
Admission ticket,	You must use a black ink pen or black ballpoint pen to fill in the
Photo sheet	application form. Forms filled in by pencil or erasable pen will not

	be accepted. Typing is acceptable. Three $4.0 \text{ cm } x 3.0 \text{ cm}$ photographs taken within the last 3 months must be attached to the forms as requested.
2) Academic transcript	Submit <u>official</u> transcript and graduation certificate (or certificate of expected graduation) issued at the university which you have graduated from or which you currently belong to. A copy of transcript, graduation certificate (or certificate of expected
3) Graduation certificate or certificate of expected graduation	graduation) or degree certificate is acceptable if attested by an authorized official of the university with a seal and signature. Do not submit originals as the submitted documents will not be returned. *If you have submitted an academic transcript at the eligibility screening stage, you do not need to submit it again at the application stage.
4) Statement of reasons for application	Use <b>Form 3</b> . You must use a black ink pen or black ballpoint pen to fill in the form. Forms filled in by pencil or erasable pen will not be accepted. Typing is acceptable.
5) Payment slip	<ol> <li>Applicants residing in Japan must submit an <u>original</u> payment slip bearing the bank's stamp, with the date falling within the payment period or proof of EXSS (Examination Settlement Service) payment.</li> <li>Applicants residing outside Japan must submit the proof of EXSS (Examination Settlement Service) payment.</li> </ol>
6) A self-addressed envelope	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.
7) Address label	Note: If you reside outside Japan, you do not have to submit this item. Use Form 6. 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 mid February, 2023. Note: If you reside outside Japan, you do not have to submit this item.
8) Copy of bachelor's thesis (Not required for career- track admission applicants)	Submit a copy of bachelor's thesis. 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). 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).

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 your 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 <b>Form 4</b> 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 <b>Form 4</b> .
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. ENTRANCE EXAMINATION FEE**

## 30,000 JPY

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. (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. Please attach the slip to any blank paper.
- 2) Please pay through EXSS (Examination Settlement Service). Refer to <u>https://www3.univ-jp.com/kyoto-u/en/ges/</u> 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 wageearner 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 <u>http://www.kyoto-u.ac.jp/ja/admissions/fees\_exemption/</u>

For further details, contact the GSGES administration office no later than 17:00 (JST) on June 14, 2022.

#### 4. ADMISSION SELECTION

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

- 4-1. To evaluate English ability, all applicants including native speakers of English, except for those who are applicants for special selection for international students, 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 (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 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, 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 9.
- Conversions of IELTS scores into TOEFL scores can be made using the 'TOEFL iBT<sup>®</sup> and IELTS<sup>®</sup> Academic Module Scores Comparison Tables' provided by ETS.

#### 4-2. 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 20, 2022	9:30 - 10:30	General knowledge in global environmental studies (written test)		
Tue., August 30, 2022	11:00 - 12:00	Basic knowledge in the intended study area (written test)		
Tue., August 30	13:30 -	Interview (to assess your basic knowledge in the		
Wed., August 31 - Thu., September 1	9:00 -	intended study area, research and study plan for the master's program, and capability for the master's program) of approximately 25 minutes in duration		

(1) Admission selection will be carried out by each study area. Applicants should select a study area and an academic supervisor and fill out **Form 2**. You should contact your intended academic supervisor **prior** to application, in order to request future supervision and advice with regard to the application process.

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	Roger Cloud Baars
		Gregory Trencher	
Department of Technology and Ecology			
Environmentally-friendly Industries for	Shinya Echigo	Shuhei Tanaka	
Sustainable Development			
Environmental Infrastructure Engineering	Takeshi Katsumi	Atsushi Takai	
Global Environmental Architecture	Hirohide Kobayashi	Chiho Ochiai	
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 Microbiology and Systematics	Chihiro Tanaka	Tetsuhiro Watanabe	
Terrestrial Ecosystems Management	Shinya Funakawa	Hitoshi Shinjo	
Ecosystem Linkages and Human Society	Naoko Tokuchi		
	Ryunosuke Tateno		

Applicat	ole study areas	and facu	lty
			Associato

- (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 in global environmental studies assess your basic academic skills, general knowledge and understandings of the subject.

b) Written tests in your intended study area assess your basic academic skills, problem understanding and analytical abilities in that subject.

c) Interviews assess your basic academic skills, problem setting and research ability, comprehension of questions and communication skills as well as the contents of the application documents.

- (4) Detailed instructions relating to the interview will be given to all applicants.
- (5) The table below shows the basic knowledge required for the written examinations for each study area:

Department of Global Ecology:

Department of Global Leology.	
Global Environmental Policy	Basic knowledge of environmental policy
Global Ecological Economics	Basic knowledge of environmental policy and economics

Environmental Economics	(All applicants must answer the same test questions.)
Environmental Marketing	(All applicants must answer the same test questions.)
Management	
Sustainable Rural Development	Basic knowledge of rural planning and rural development
Historical Geography and Culture	Basic knowledge of historical geography and American history
History of Art and Culture	Basic knowledge of art history and culture
Environmental Education	Basic knowledge of education for sustainable development, community resilience, participatory development, human mobility, material cycles, low carbon systems and society, sustainable lifestyles
Department of Technology and Ec	ology:
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)
Environmental Infrastructure Engineering	Basic knowledge of civil engineering, in particular geo- environmental engineering
Global Environmental	Basic knowledge of human environment relating to
Architecture	livelihood, housing, community and urban design
Landscape Ecology and Planning	Basic knowledge of landscape ecology, nature conservation and landscape planning
Elemental Materials Chemistry	Basic knowledge of environmental sensors and functional materials
Department of Natural Resources:	
Regional Planning	Basic knowledge of regional planning and rural/regional development
Urban Infrastructure Design	Basic knowledge of landscape engineering (landscape concepts, analysis, prediction, evaluation, and each theory of public space, etc.) and urban planning
Atmospheric Chemistry	Basic knowledge related to atmospheric chemistry and physical chemistry
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
Terrestrial Ecosystems Management	Basic knowledge of terrestrial ecosystems, management practices of agro-ecosystems and rural development approaches
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
You should select the language (Eng	lish or Japanese) in which you wish to be examined at the

(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. It cannot be changed after 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.

However, career-track applicants and applicants to special selection for international students will be graded as follows.

Career-track applicants will be graded according to the sum total of their marks (500 points maximum) 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.

Applicants to special selection for international students will be 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.

#### 4-3. Admission ticket

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

# 5. 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.)

#### 6. ADMISSION AND TUITION FEES

Instructions regarding enrollment procedures and payment of admission/tuition fees will be provided to each successful applicant around late February, 2023. Admitted students must obtain their college student visas by the enrollment date.

Admission fee:282,000 JPYTuition 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.

#### 7. 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.

#### 8. 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.

#### **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: <u>160tikyukankyoumu@mail2.adm.kyoto-u.ac.jp</u> Office hours :9 :00-12 :00 and 13 :00-17 :00 (JST)

<b>Score Comparison</b>	Table (	of TOEFL	-iBT •	TOEIC
-------------------------	---------	----------	--------	-------

TOEI	C Score	TOEFL iBT Score	ТС
65	- 83	14	58
84	- 100	15	59
101	- 119	17	60
120	- 138	18	61
139	- 153	19	62
154	- 163	20	63
164	- 183	21	64
184	- 205	23	65
206	- 226	24	66
227	- 239	25	67
240	- 250	26	68
251	- 264	27	68
265	- 278	29	69
279	- 291	30	70
292	- 301	31	72
302	- 318	32	72
319	- 335	33	73
336	- 349	35	73
350	- 357	36	74
358	- 368	37	75
369	- 385	38	76
386	- 395	39	77.
396	- 408	41	78
409	- 418	42	79
419	- 431	43	79
432	- 442	44	80
443	- 454	45	81
455	- 466	47	82
467	- 474	48	83-
475	- 482	49	84
483	- 491	50	85
492	- 507	51	86
508	- 522	53	87
523	- 529	54	88
530	- 536	55	89
537	- 553	56	90
554	- 567	57	91
568	- 576	59	92
577	- 583	60	93

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