

**Graduate School of Global Environmental Studies
Kyoto University**

**IEMP Entrance Examination for Doctoral Program
in Winter 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-making, 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 through their excellence and distinctive talents will have an impact in 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 the global level in every walk of life;
- A diverse body of students from many different backgrounds and possessing many different 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 aims to foster researchers who are capable of grasping the full complexity and reach of global environmental issues and tackling global and local environmental issues with an innovative mindset and a range of methodologies that are drawn from a wide variety of scholarly fields, as well as practitioners who have such academic quality. Applicants to this program should hold a master's degree in their chosen field of study 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 who are capable of applying management skills in the search for practical and sustainable solutions to local and global environmental problems, as well as researchers who have such practical capabilities. 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, 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 through a special admission process called the International Environmental Management Program (IEMP).

All applicants for this examination must understand the following:

- This examination is for international students with superior academic records and academic scholarships* who wish to pursue a graduate degree by taking courses taught in English.
*Including those currently applying for a scholarship.
- All applicants are required to select an academic supervisor from the list of applicable faculty on pages 5 and 6.
- Applicants **must** contact your intended faculty member (Section 3) **prior to** application in order to request future supervision for their chosen study program and advice for the application process.

Detailed descriptions of each study area are also available at:

GSGES website: <https://www.ges.kyoto-u.ac.jp/en/>

GSGES guidebook: <https://www.ges.kyoto-u.ac.jp/en/guidebook/>

Applicants who have graduated or are expected to graduate from an overseas university need to contact the faculty member through the university's **Admissions Assistance Office (AAO)**.

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

*Not required for the recipients of MEXT scholarship embassy recommendation or the scholars of JICA KCCP.

ENROLLMENT DATE

April 1, 2024 or October 1, 2024

ENROLLMENT CAPACITY

Doctoral Program in Global Environmental Studies: A limited number for each enrollment date

Doctoral Program in Environmental Management: A limited number for each enrollment date

You may apply for either or both of the two programs.

Important dates for examination

Eligibility screening* and application for examination are to be made through **Online Application System**. *Only for those applicable

-Eligibility screening: https://kjs.gakusei.kyoto-u.ac.jp/iemp_winter2023doctor_eligibility

-Application for examination: https://kjs.gakusei.kyoto-u.ac.jp/iemp_winter2023doctor

	Deadline (JST)	Notes
Application for AAO	At least one month before application for examination	Only for those applicable. See the description above.
Contacting a supervisor	Before application for examination	If AAO is required, contact after AAO's result.
Eligibility screening period	October 25 - November 1	Only for those applicable. See details in 1-2 below.
Announcement of eligibility screening	November 8	Notified on Online Application System.
Application period	November 7 - 14	Includes payment of examination fee
Examination voucher available	From November 21 onward	Only if application is accepted. Download from Online Application System.
Announcement of interview schedules	November 28	Detailed instructions will be sent by email to applicants required to take the interview.
Online interview date	December 6 - 8	The designated date and time are not negotiable.
Announcement of examination result	December 21	Notified on Online Application System
Notification of enrollment procedure	-Enrollment in April 2024: late February, 2024 -Enrollment in October 2024: Early September, 2024	Sent by email to successful applicants

1. Eligibility Requirements and Screening

1-1-1. General eligibility requirements

Applicants must satisfy all of the following requirements.

- 1) You must have completed or intend to complete a master's degree or its equivalent by **March 31, 2024 (for enrollment in April 2024)** or **September 30, 2024 (for enrollment in October, 2024)**.
- 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.
*Those currently applying for a scholarship are also eligible.

1-1-2. Eligibility requirements for MEXT Special Scholarship Program

Applicants for enrollment in October 2024 who do not meet the above "1-1-1. General eligibility requirement 3)" can apply for the MEXT special scholarship program. Up to five applicants who pass the IEMP admission process will be qualified for the final selection of the MEXT scholarship. Applicants will receive the results of the selection in July, 2024*.

*The schedule may be subject to change.

Scholarship duration

Up to three years

Scholarship coverage

- 1) Monthly stipend of approximately 145,000 yen
- 2) Economy class travel expenses to and from Japan
(Airfare for return travel will be provided only after successful completion of the study program.)

3) Admission and tuition fees

Eligibility requirements for the MEXT scholarships in GSGES applicants

- 1) Nationality
Applicants must be from a country which has diplomatic relations with the Japanese government.
- 2) Visa and study experience in Japan
Applicants must newly obtain a student visa* at the Japanese diplomatic mission located in their country of nationality and enter Japan with the resident status of “student”. If applicants have experience of studying at any Japanese universities as a recipient of MEXT Scholarship, they must have at least three years of academic or work experience after the end of the scholarship period.
*In principle those living in Japan at the time of application are not eligible but, as an exception, only one applicant living in Japan can be nominated.
- 3) Age
Born on or after April 2, 1989
- 4) GPA
Applicants must have a GPA of 2.30 or higher. The GPA must be calculated by the designated way by MEXT. Refer to the Calculation Sheet on page 9.
- 5) Current status
Applicants must not be active members of the military.
- 6) Other scholarships
Applicants who are expected to receive a scholarship from any other organization including a governmental organization in their country of origin will not be accepted as a grantee of MEXT Scholarship.
- 7) Duplication of applications
Applicants must not apply for a MEXT Scholarship through any other graduate schools or universities

1-2. Eligibility screening

Applicants who are “its equivalent” in “1-1. General eligibility requirements, 1)” above must first complete the eligibility screening through Online Application System (Access the link below). Enter required information and upload 1) to 4) in “List of documents for eligibility screening” below.

Eligibility screening: https://kjs.gakusei.kyoto-u.ac.jp/iemp_winter2023doctor_eligibility

Application period: from October 25 to November 1, 2023 (JST)

* Contents of application cannot be changed once the application is completed.

*The result of the screening will be announced on Online Application System at 3 pm on November 8, 2023.

List of documents for eligibility screening:

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

1)Photo (in JPEG)	A photo in a 6:5 ratio taken within the last six months with no hat or head covering unless there is a religious or medical reason.
2)Passport (in JPEG/PNG/GIF/PDF)	Pages with the picture and personal information.
3) Academic transcript (in PDF)	Submit official transcript and graduation certificate (or certificate of expected graduation) issued by the university for ALL degrees from your bachelor’s degree onward including the current program.
4) Graduation certificate or certificate of expected graduation (in PDF) *If applicable	*A copy of transcript, graduation certificate or degree certificate is acceptable if the copy is attested by an authorized official of the university with seal and signature.

2. Application for Examination

Make an application on Online Application System (Access the link below). Enter required information and upload the documents below.

Application: https://kjs.gakusei.kyoto-u.ac.jp/iemp_winter2023doctor

Application: from November 7 to November 14, 2023 (JST)

*Contents of application cannot be changed once the application is completed.

List of documents for application:

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

*Applicants who need the eligibility screening are advised to prepare the application documents in advance as there is only a short period between the notification of the screening result and the deadline of application documents.

1) Photo (in JPEG)	A photo in a 6:5 ratio taken within the last six months with no hat or head covering unless there is a religious or medical reason. This picture will be used for identification during the interview and the student ID card after enrollment.
2) Passport (in JPEG/PNG/GIF/PDF)	Pages with the picture and personal information.
2) Academic transcript (in PDF)	Upload official transcript and graduation certificate (or certificate of expected graduation) issued by the university for ALL degrees from your bachelor degree onward including the current program.
3) Graduation certificate or certificate of expected graduation (in PDF)	*A copy of transcript, graduation certificate or degree certificate is acceptable if the copy is attested by an authorized official of the university with seal and signature. Those who pass the examination will be required to submit the original papers of the uploaded documents in the enrollment procedure. As the submitted documents will not be returned, do not upload the certificates of which original papers you cannot submit in the enrollment procedure.
4) Guarantee letter (in PDF)	Applicants with a scholarship must upload an official letter/certificate from the sponsor confirming your scholarship acceptance. *If you are currently applying, upload the application forms you submitted to the scholarship organization.
5) Copy of master's thesis (in PDF)	Upload a copy of master's thesis or report of relevant work or research experience. *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 master's research (within ten A4 pages).
6) Research proposal (in PDF)	Upload a report of two to three A4 pages in English on your proposed research topic, determined in consultation with your intended academic supervisor.
7) Two letters of recommendation	Two letters of recommendation from two persons well acquainted with your intellectual ability and personality are required. You must use the function of Online Application System to ask the recommenders to upload the letters of recommendation. Before or after sending the request to the recommender through the system, you should contact them by email (or any other communication tool) to make sure the recommender understands your request. A) Should be completed by an academic supervisor (or its equivalent) of your current or most recent study program. The designated form be automatically attached to the request to the recommender on the system. B) Another letter in any form should be written by the dean, head or manager (or their equivalent) of the institution/company to which you currently belong, addressed to the dean of GSGES. *Applicants who currently belong to the Graduate School of Global Environmental Studies, Kyoto University (e.g. as a research student) need to submit A) only. In that case, the letter must be written by a previous

	academic supervisor (not the current academic supervisor).
8)Proof of payment (in JPEG/PNG/GIF/PDF)	<p>EXAMINATION FEE : 10,000 JPY Make a payment through EXSS (Examination Settlement Service*). After payment, download the proof of payment from EXSS.</p> <p>*Refer to https://www3.univ-jp.com/kyoto-u/en/ges/ for more details *A handling charge of 650 JPY will be charged. * The family and given name you enter on EXSS should be exactly the same as the one used in Online Application System. *The entrance examination fee will be refunded to the recipients of a Japanese Government Scholarship. *Not required for those expected to graduate from a master's program or a professional degree program at Kyoto University or JICA KCCP scholars who (will be) enrolled in GSGES as a research student.</p>

*The examination voucher will become downloadable on Online Application System from November 21 onward if your application is accepted. Applicants must download the voucher during this period.

NOTES on examination fee:

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 the 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 by October 31, 2023 at 5 pm (JST).

3. List of Study Areas and Faculty Member

You should **choose one study area and a faculty member as an academic supervisor from the list** below. Indicate your choice on Online Application System. You must contact him/her **prior to** application in order to request future supervision for the designated study program and advice for 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	
Water Environment Conservation	Taku Fujiwara		
Historical Geography and Culture	Aki Yamamura	Yu Tokunaga	
Environmental Marketing Management		Akira Yoshino	
History of Art and Culture	Erika Takashina		
Environmental Education		Gregory Patrick 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	Takao Ichioka Kanto Nishikawa		
Landscape Ecology and Planning	Shozo Shibata	Katsue Fukamachi	
Elemental Materials Chemistry	Kazuo Tanaka		

Department of Natural Resources

Regional Planning	Izuru Saizen	Satoshi Asano
Urban Infrastructure Design	Masashi Kawasaki	Keita Yamaguchi
Terrestrial Microbiology and Systematics	Chihiro Tanaka	Akira Yoshimi
Terrestrial Ecosystems Management	Shinya Funakawa	Hitoshi Shinjo
Ecosystem Linkages and Human Society	Naoko Tokuchi Ryunosuke Tateno	

4. Admission Selection

Admission selection will be carried out by means of a comprehensive evaluation of the documents and online interview. Detailed instructions for the online interview will be sent by email on November 28 to those applicants required to take the interview.

Date & Time	Contents
December 6 - 8, 2023 9:00 -18:00 (JST) each day * The date and time of the interview for each applicant will be specified from the above period. (Applicants cannot specify the interview date or time.) * The interview session is approximately 25 minutes long.	<ul style="list-style-type: none">• Specialized knowledge of intended study area• Contents of master's thesis and research plan• Feasibility of research plan• Presentation ability

5. Announcement of Examination Results

The result will become available on Online Application System at 3 pm on **December 28, 2023**.

*The button to the result page will show up.

6. Admission and Tuition Fees

Instructions regarding enrollment procedures and payment of admission/tuition fees will be sent to successful applicants by email in late February, 2024 for enrollment in April 2024 or in early September 2024 for enrollment in October 2024. Admitted students must obtain their college student visas by the enrollment date. The nominee for the MEXT Special Scholarship will be required to submit extra documents before enrollment procedure. For details of student visa and documents for MEXT scholarship, check "Notification for successful applicants" which will be available on the examination result page of Online Application System.

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

- Admission fee
Not required for those expected to graduate from a master's program or a professional degree program at Kyoto University, recipients of MEXT Scholarships, or JICA KCCP scholars.
- Tuition fee
Not required for the recipients of MEXT Scholarships or the scholars of JICA KCCP.

7. 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.

8. Contact information

All inquiries are to be addressed to the GSGES administration office.

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

Note: **The information in this guideline is subject to change without notice. Refer to the latest information available on the website.**

(<https://www.ges.kyoto-u.ac.jp/en/admissions/schedule-and-guide/>)

Calculation sheet for MEXT Special Scholarship Program

GPA (Only for those applying for the MEXT special scholarship program)

To calculate your GPA, fill in the below table with your academic record of the course (or its equivalent) which you are currently enrolled in. If you are not currently a student, use a record of the school you graduated from last. The academic record must be of regular courses/programs; grades of non-regular courses/programs such as research student and Japanese language schools must be excluded.

Grade	Point	Credits	Grade Points (Point multiplied by credits)
Outstanding / Excellent (Score:80-100)	3		
Good (Score:70-79)	2		
Fair (Score:60-69)	1		
Total			

*Grades which are not in the above table (such as "Pass/Fail," "Certified", or "Approved") must be excluded.

GPA : total of grade points divided by total credits**

**Rounded down to two decimal places

Guidelines for taking the online interview

Please read and confirm the following items carefully that concern taking the online interview.

What to do by the day of the interview:

1. Ensure that you are in an appropriate environment (e.g. a quiet and private room) when taking the interview.
2. Check in advance whether the interview can be conducted stably with the necessary equipment (including camera, speaker microphone) and whether the internet connection is suitable. Be sure to update your OS and Zoom application and check your connection status, microphone, speaker, and camera settings.
3. If taking an interview from overseas and it is difficult to satisfy the above 1 or 2 items, be sure to notify the GSGES administration office in accord with the instructions given in the examination guidelines.

What to do on the day of the interview:

1. Have your admission ticket handy.
2. Access the Zoom link specified in the examination guidelines 30 minutes before the interview time.
3. Set the display name on Zoom to your Applicant ID and name. (e.g. 1001: GSGES)
4. Follow the instructions given by the staff. Sit directly in front of the camera, showing your facing and upper body (do not wear a mask) so that we can verify your identity. During the interview, keep your upper body about 1m away from the camera so that it fits in the video frame. Do not use virtual backgrounds.
5. When prompted by the staff, show the entire surroundings of the room with your web camera used for the interview.
6. When prompted by the staff, use Zoom's screen sharing function to demonstrate that no apps or tabs other than Zoom are running on your device.
See below for how to use Zoom screen sharing.
Zoom Help Center <https://support.zoom.us/hc/en-us> => Audio and Video=> Screen Sharing
7. Be sure to remain visible in the camera during the entire interview.
8. Do not keep anything near you other than the admission ticket and the electronic equipment used for the interview.

About cheating

The following acts may be regarded as cheating and should be avoided.

- Being in an environment where background noise such as telephones interfere with the interview
- Being in the company of a third party during the interview
- Communicating with a third party regarding the interview questions
- Recording the interview video or audio
- Entering and leaving the room during the interview
- Carrying out actions that give the impression of having in hand other items except for the admission ticket and the computer equipment used
- Acts of using the computer equipment for purposes other than the communication about the questions asked (e.g. looking up information online)
- Leaking the contents of questions to other parties
- Committing other acts that impair the fairness of the test (e.g. reading reference materials, intentionally interrupting the internet connection, etc.)

Troubleshooting on the day

- If it is difficult to conduct the interview on the scheduled day due to an Internet connection failure, etc., the interview may be conducted on another day and time during the examination period. Details will be announced later.
- In the event of an incident on the day, we will contact you by phone or email. If the applicant incurs a situation that prevents taking the interview, immediately contact the GSGES administration office by phone or email:
Phone number: +(81)-75-753-9167
e-mail: 160tikyukankyoumu@mail2.adm.kyoto-u.ac.jp

Important notice

- Each interview will be recorded by GSGES in anticipation of connection problems. The recorded data will be appropriately discarded after the selection is completed.
- If there is a connection error or trouble due to the applicant's own reason and the GSGES administration office is not notified, he / she may not retake the interview.

Other necessary matters will be given in the examination guidelines after application.