

General Entrance Examination for Doctoral Program in Summer 2024

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 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 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. We also seek to foster practitioners possessing such academic qualities. 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. Note that 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, as well as researchers possessing 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.

- Applicants are required to select a study area and a faculty member as an academic supervisor from the list of eligible faculty members listed on pages 5-6.
 - Applicants **must** contact their intended faculty member **prior** to application, in order to request future supervision for the 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 apply for a preliminary review by the university's **Admissions Assistance Office (AAO)**, prior to contacting [the](#) intended faculty member.
Admissions Assistance Office (AAO): <https://u.kyoto-u.jp/osr7r>
- *Not required for the scholars of JICA KCCP

Applicants must choose one of the following selections:

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

Thesis-track selection: Selection will be carried out by means of a comprehensive evaluation of the documents, the draft doctoral thesis, English ability, and an interview.
This selection is for 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.
Candidates seeking to enter the graduate school on a thesis-track basis must contact their intended faculty member for instruction on how to apply for admission.

*The above two selections include Career-track selection, which is carried out for those who intend to continue their vocational status after enrollment in the graduate school. Career-track applicants may also choose either the general selection or the thesis-track selection.

ENROLLMENT CAPACITY

Doctoral Program in Global Environmental Studies: 13
Doctoral Program in Environmental Management: 7

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

Note:

- These enrollment capacities are the total of successful applicants in the general selection and the thesis-track selection.
- These enrollment capacities include the number of successful applicants in the career-track selection.
- 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.
<https://www.ges.kyoto-u.ac.jp/en/admissions/schedule-and-guide/>

ENROLLMENT DATE

October 1, 2024 or April 1, 2025

1. ELIGIBILITY REQUIREMENTS AND SCREENING

1-1. Eligibility requirements

You must have completed or intend to complete one of the following by September 30, 2024 (for enrollment on October 1, 2024) or by March 31, 2025 (for enrollment on April 1, 2025).

- 1) A master's degree program at a Japanese university
- 2) A master's degree program at a university outside Japan
- 3) Alternative qualifications equivalent to the above.

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

*Thesis-track selection is for 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.

1-2. Eligibility screening

Applicants meeting requirement 3) above must first complete an eligibility screening through Online Application System (access the link below).

Online Application System : https://kjs.gakusei.kyoto-u.ac.jp/general_summer2024doctor_eligibility

Application period : from May 31 to 3 pm on June 7, 2024 (JST)

[Documents to be uploaded 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 format 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)	【Only international students】 Pages with photo and personal information
3) Academic transcripts of bachelor's and master's program (in PDF)	Official transcripts issued at the university which you have graduated from or which you currently belong to. A copy of transcripts is acceptable if it is attested by an authorized official of the university with a seal and signature.

*Documents certifying achievements and qualifications or showing abilities equal to or higher than a master's degree as well as documents certifying achievements and activities in society can be submitted.

The results of the screening will be announced on the Online Application System **at 10 am (JST) on June 20, 2024.**

2. APPLICATION

Apply through Online Application System (access the link below).

Online Application System : https://kjs.gakusei.kyoto-u.ac.jp/general_summer2024doctor

Application period : from July 9 to 3 pm on July 16, 2024 (JST)

[Documents to upload]

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 format 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)	【Only international students】 Pages with photo and personal information
3) Academic transcript	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.

4) Graduation certificate or certificate of expected graduation	*Those who pass the examination will be required to submit the original papers of the uploaded documents in the enrollment procedure.
5) Proof of Payment (in JPEG/PNG/GIF/PDF)	<p>EXAMINATION FEE : 30,000 JPY Payment Period: from July 5 to July 16, 2024 (JST)</p> <p>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</p> <p>*A handling charge of 650 JPY will be charged.</p> <p>*The family name and given name you enter on EXSS should be exactly the same as the one used in the Online Application System.</p> <p>The entrance examination fee will be refunded to the recipients of MEXT scholarship after enrollment.</p> <p>【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】</p>
6) English score (TOEFL, etc.) (in PDF)	<p>English score (TOEFL, etc.) described in Section 4 (4-1) below.</p> <p>*Those who pass the examination will be required to submit the original paper of the uploaded documents in the enrollment procedure.</p>
7) Copy of master's thesis or report of relevant work experience and essay (in PDF) [Not required for thesis-track applicants]	<p>Applicants applying for the doctoral program in Global Environmental Studies or for both doctoral programs (Global Environmental Studies and Environmental Management) need to upload a) as described below.</p> <p>Those who are only applying for the doctoral program in Environmental Management are required to upload either a) or b) as described below.</p> <p>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 upload a detailed description of your master's research in English or Japanese (within ten pages).</p> <p>b) <u>Report of relevant work experience and assigned essay</u> Please upload both a five page report in Japanese or in English on your work experience and its relation to environmental management and an essay of five pages in English on a topic assigned by your intended supervisor.</p>
8) Statement of proposed research (in PDF) [Not required for thesis-track applicants]	<p>A report of two to three pages in English or Japanese on your proposed research topic, <u>determined in consultation with your intended supervisor</u>. You should attach a cover page (using the designated form*) showing your name and the name of your intended supervisor.</p> <p>*Download the designated form from GSGES website. https://www.ges.kyoto-u.ac.jp/en/admissions/schedule-and-guide/</p>

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

9) Draft of doctoral thesis (in PDF)	The draft should be written in English or Japanese. (Free format)
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10) Report of research career to date and/or report of relevant work experience (in PDF)	<p>Those applying only for the doctoral program in Global Environmental Studies do not need to submit b). Those applying only for the doctoral program in Environmental Management or for both doctoral programs (Environmental Management and Global Environmental Studies) are required to submit both a) and b).</p> <p>a) <u>Report of research career to date</u> Please describe your research career to date in English or Japanese and list your published papers, articles and research reports that are relevant to your intended study area in the doctoral program(s). (Free format)</p> <p>b) <u>Report of relevant work experience</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)</p>
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Career-track applicants are requested to upload the additional document listed below:

11) Letter of recommendation (in PDF)	Must be written by the head or manager (or equivalent) of the company/ organization/institution to which you currently belong.
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NOTE on examination fee:

- The fee is non-refundable.
- 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 **5 pm (JST) on June 11, 2024**.

3. LIST OF STUDY AREAS AND SUPERVISING FACULTY MEMBER

Applicants should select a study area and a faculty member as an academic supervisor from the list below. Indicate your choice on Online Application System.

- Applicants must contact the intended supervisor **prior** to application, in order to request future supervision for the designated study program and advice for the application process.
- Applicants who have graduated or are expected to graduate from an overseas university, expect for the scholars of JICA KCCP need to apply for a preliminary review by the university's Admissions Assistance Office (AAO)*, prior to contacting the intended faculty member.

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

Applicable study areas and faculty member

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	Emi Takeyama	Kenichiro Onitsuka	
Water Environment Conservation	Taku Fujiwara	Taira Hidaka	
Historical Geography and Culture**	Aki Yamamura	Yu Tokunaga	
Environmental Marketing Management		Akira Yoshino	
History of Art and Culture	Erika Takashina		
Environmental Education		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	Takao Ichioka Kanto Nishikawa		

Landscape Ecology and Planning*	Junichi Imanishi	Katsue Fukamachi	
Elemental Materials Chemistry	Kazuo Tanaka		
Department of Natural Resources			
Regional Planning	Izuru Saizen	Satoshi Asano	
Urban Infrastructure Design	Masashi Kawasaki	Keita Yamaguchi	
Environmental Photo-ceramic Material Chemistry	Setsuhisa Tanabe		
Terrestrial Microbiology and Systematics	Chihiro Tanaka	Akira Yoshimi	
Terrestrial Ecosystems Management	Shinya Funakawa	Hitoshi Shinjo	
Ecosystem Linkages and Human Society	Naoko Tokuchi Ryunosuke Tateno		

* NOT applicable for enrollment in October 2024 and April 2025

** Applicable only for enrollment in October 2024

4. ADMISSION SELECTION

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

4-1. English Score

To evaluate English ability, all applicants including native speakers of English must upload one of the following:

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

If you do not upload one of the above, you will be graded “Zero” for English ability.

IMPORTANT: In each case, the score record submitted should be for a test-score dated on or after April 1, 2021. 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 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 and IELTS Academic Module Scores Comparison Tables’ provided by ETS.

4-2. Review of Draft Doctoral Thesis (For thesis-track applicants)

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

4-3. Interview

Interviews will be held in accordance with the following schedule:

Date & Time	Contents	Location
August 27 - August 29, 2024 9:00 -18:00 (JST) each day * The date and time for each applicant will be specified from the above period. * The interview session is approximately 50 minutes long.	General selection: Specialized knowledge gained through your master’s study or practical experience; contents of your proposed research plan presentation; any relevant knowledge about the research plan or related subjects. Thesis-track selection: Your draft doctoral thesis; your proposed research plan; specialized knowledge necessary to complete doctoral study; research progress or practical achievements.	Research Bldg. No. 5 on the Kyoto University Main Campus * Interview will be conducted online only for applicants living overseas.

(1) Evaluation criteria for the interviews:

General selection: Your research ability, significance of your proposed research, presentation effectiveness and prepared documents.

Thesis-track selection: Your research ability, the progress of your research, significance of your proposed research, presentation effectiveness and prepared documents.

(2) Grading criteria

General selection: General selection applicants including career-track applicants will be graded according to the sum total of 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.

Thesis-track selection: Thesis-track selection applicants including career-track 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 select the language for the interview (English or Japanese) at the time of application. It cannot be changed after application.

(4) You should prepare Microsoft PowerPoint slides for the interview. You will be given approximately 20 minutes for the presentation. Detailed instructions about the submission of presentation files will be given in early August, 2024.

(5) For applicants living overseas, the interview will be conducted online. Before taking the interview, ensure that you will be in an appropriate environment (e.g., a quiet and private room) with a stable internet connection and the necessary equipment (including camera, speaker, microphone). For the details, refer to the attachment " Guidelines for taking the online interview ".

(6) Detailed instructions on the interview, including dates and times, will be emailed on August 6, 2024. The examination voucher can be downloaded on the Online Application System and printed out after August 6.

(7) Applicants with disabilities or other needs which require special attention should inform the GSGES administration office as soon as possible.

5. ANNOUNCEMENT OF SUCCESSFUL APPLICANTS

The results of the selection will be made available on the Online Application System at **10 am (JST) on September 2, 2024.**

6. ADMISSION AND TUITION FEES

Instructions regarding enrollment procedures and payment of admission/tuition fees will be sent in early September, 2024 to successful applicants enrolling in October, 2024 or in late February, 2025 to those enrolling in April 2025. Admitted international students must obtain their college student visas by the enrollment date. See details in the document "Notification for successful applicants", available on the examination result page of the 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

- Those expected to graduate from a master's program or a professional degree program at Kyoto University are not required to pay the admission fee.
- The recipients of MEXT Scholarships or the scholars of JICA KCCP under contract with Kyoto University are not required to pay the admission and tuition fees.

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.

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: 160tikyukankyoumu@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

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 at the time of application for examination through online application system.

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 before the interview time.
3. Set the display name on Zoom to your Applicant ID and name.
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.